



**Qualicum School District
Finance & Operations Committee of the Whole Report
Monday, June 17, 2024
Via Video Conferencing
10:30 a.m.**

Facilitator: Trustee Elaine Young

Mandate: *To discuss and make recommendations to the board on financial matters and matters pertaining to facilities, maintenance, technology and transportation.*

1. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORIES

We would like to give thanks and acknowledge that the lands on which we work and learn are on the shared traditional territory of the Qualicum and Snaw-Naw-As (Nanoose) First Nations People.

2. PRESENTATIONS (10 MINUTES)

None

3. PROJECT UPDATES

a. Oceanside Community Track

Phil Munro, Director of Operations, provided an update of the work being done on the project and shared the Koers & Associates Engineering Ltd.'s Construction Report from as provided in the agenda package. It was also shared that the community support to find accommodation and meals for Marathon Surfaces workers in order to reduce the costs for the new surface work is going well and should be in place for the Fall, when the rubberized surface will be installed.

A recent news article was referenced regarding the Ballenas Whalers Football Society clubhouse being constructed on the site of the partially built foundation. It was shared that the Whalers were interested in taking over the project in order to build permanent office and storage space for their team, which would negate the need for them to use space in Winchelsea Learning Centre. The Society is now in the process of fundraising in order to fund that project.

b. False Bay School

Phil Munro, Director of Operations, shared his recent conversations with the District Project Consultants and Ministry staff. Ministry staff have requested an option for a modular build be included in the Project Definition Report (PDR) so that the Ministry had the perspective of both an on-site build and a modular build to assess the costs of each. It was shared that, since the total cost is coming in under the \$25 million threshold to go to Treasury Board, the District should not have any issues if the election is called and approvals could get delayed. It is expected that the final PDR will be submitted to the Ministry by the end of the week (June 21).

c. Routing Software

Brant Prunkl, Manager of Operations – Safety and Transportation, provided a view of the new route planning software, highlighting the visual map that shows where students are located and current routes of the transportation system. He shared that safety considerations, walk exceptions, and busy highways can be included in developing new routes. Other factors that make up the planning, including bell times, stop locations and transfer locations, can now be added to aid in planning. Onboard tablets will allow drivers to receive information pertaining to route directions and student lists.

4. ITEMS FOR DISCUSSION

a. Proposed Closure of Commons Rental Facilities

Secretary Treasurer Amos reported that the Board will be discussing the closure of Qualicum and Craig Street Commons to public and business use at its June Regular Board meeting. The recommendation from staff is for closure to be effective June 30, 2025. Some questions have come forward from tenants regarding process and consideration; however, nothing concrete has been proposed.

b. Tribune Bay Outdoor Education Centre

Secretary Treasurer Amos reported that the Board has received the report from a review that had been undertaken on behalf of the Comox Valley and Qualicum School Districts in anticipation of a decision on the renewal of the Park Use Permit on Hornby Island. It was shared that the Board would make a decision this month as to whether or not to support the renewal process for the site.

5. INFORMATION ITEM(S)

a. Accessibility Planning Committee

Brant Prunkl, Manager of Operations – Safety and Transportation, shared that a working group had been set up to review the District's Accessibility Plan as prescribed in the recently implemented Accessible BC Act. Recently, the focus of the working group has been to post information regarding the legislation on the district's website ([https://www.sd69.bc.ca/About/Accessibility/Pages/default.aspx#/=](https://www.sd69.bc.ca/About/Accessibility/Pages/default.aspx#/)) and a survey for staff to complete in order to guide this work. As requested items come forward, they will be forwarded to the Operations and Maintenance Department, in order to be included in the work planning. Minutes of the meetings of the working group will be available and likely posted on the district website.

b. 2025/2026 Major Capital Submission

Director of Operations Munro shared that this submission, which is due at the end of June, will include updated costing values for the seismic projects that had been previously identified as priority items through the Provincial seismic study, namely those at Kwalikum and Ballenas Secondary Schools.

c. 2023/2024 Financial Summary

Secretary Treasurer Amos provided an update on the finances as of May 30th. It was shared that there continues to be pressures on the budgets in the areas of TTOC/Substitute costs due to increased sick usage, Operations & Maintenance costs due to elevated spending, and School Administration due to a higher than normal number of medical leaves and the costs required to cover these absences. It was shared that the Indigenous Education Programs budget will have a planned underspend that will require a Board motion in September to support the carry forward of the surplus. Overall, while not planned, the financial year end will likely see a small drawn down of the operating surplus. It was noted that the Boarding Allowance costs continue to rise as a result of the increasing allowance rate as well as increasing usage as more secondary students from Lasqueti Island are moving off-island to attend Ballenas and Kwalikum Secondary Schools.

6. ITEMS FOR RECOMMENDATION TO THE BOARD

a. Approval of the 2025/2026 Major Capital Submission

7. FUTURE TOPICS

TBD

8. NEXT MEETING DATE:

Tuesday, September 16, 2024 at 10:30 via video conferencing