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**Qualicum School District  
Finance & Operations Committee of the Whole Report  
Monday, April 14, 2025  
Via Video Conferencing  
10:30 a.m.**

**Facilitator: Trustee Carol Kellogg**

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.

**Mandate:** *To discuss and make recommendations to the board on financial, facilities, maintenance, technology and transportation matters with a view to environmental sustainability.*

**1. PRESENTATIONS (10 MINUTES) - None**

**2. PROJECT UPDATES**

**a. Oceanside Community Track**

Director of Operations Munro provided an update indicating that the final coat of the rubberized surface will be installed next month weather permitting. He shared that, once the track is open for use, the fencing will move to surround just the inside field in order to allow the grass to take root. There was some conversation on a possible date for the grand opening with the hope for a spring ceremony, before the end of the school year.

**b. False Bay School Replacement Request**

Director of Operations Munro reported that the Ministry has approved a full rebuild of False Bay School. He noted that the teacherages were not supported for upgrading or rebuilding; therefore, the District will determine if there might be another way to have some upgrades done to them while the contractor is working at the site. He was also able to point out that there are additional benefits for the community as the approved project includes a new gymnasium and Neighborhood Learning Centre (NLC) elements that will allow for some community access and use in a secured and controlled manner.

**c. Kwalikum Secondary School Multi-Use Basketball Court - PAC Contribution**

Director of Operations Munro reported that he has had preliminary conversations with the Town of Qualicum Beach and the Kwalikum Secondary School Parent Advisory Council (PAC) in order to get a sense of what is being considered. He reported that the costs are in the range of \$250,000 to \$400,000 per court should this project be taken on.

**3. ITEMS FOR DISCUSSION**

**a. Budget Development – Preliminary Survey Results**

Secretary Treasurer Amos reported on the Budget Survey results that have been received so far. It was shared that while there are several opportunities at public meetings, the survey allows for many others particularly parents to be engaged in the budget process. It was shared that at this time 114 participants have provided responses which included areas within the School District that are doing well and areas of concern that could need attention.

**b. Transportation Fees**

Manager of Operations – Safety and Transportation, Brant Prunkl, shared recent work of the transportation department in establishing the 2025/26 fee structure. It was observed that there had been feedback from parents and the Board when the new safety fees were applied last year to take advantage of additional opportunities that the new software provided, specifically the ability to inform parents of their child's status on the bus. In balancing this benefit, along with the Department's need to better plan in advance of the next school year, the fees will be adjusted to consider both. The safety fee would be waived for early registration of eligible riders but for late registration the fee would remain. There was also consideration regarding the cost of providing transportation for courtesy riders; therefore, to partly address this, the fees will be raised accordingly.

**4. INFORMATION ITEM(S)****a. National School Food Program Funding**

It was shared that the new funding of \$99,000 that was recently announced as part of a Federally support food program will supplement the Feeding Futures funds with the same spending guidelines, i.e. staffing and supplies.

**b. Quarter 3 Financial Summary**

Assistant Secretary Treasurer, Ryan Hung, provided an overview of the latest quarterly results, highlighting that most costs are within reasonable ranges for this time of year. This included some optimism that replacement costs are currently running slightly under budget, as are supplies and service costs. It was also noted that some allocations to Special Purpose and Capital Planning accounts will be adjusted prior to year-end to relieve the operating fund, which currently bears the costs.

**c. Lead in Water Report**

It was reported that the Lead in Water report was filed appropriately with the Ministry in March and is available on the Qualicum School District's website for public review. Most of the tests came back within acceptable levels; however, some are requiring a mitigating strategy be identified. For these, and as determined by a drop-down mitigation strategy, signage will be posted at the sites to run the water for one minute to clear the lines of contaminants. It was shared that the testing focusses on the sources being for drinking purposes, not necessarily for washing or watering, and that the testing needs to be done once every three years.

**d. Capital Response Letter**

Information regarding the recent 2025-26 Capital Program announcement was shared and will be passed on to the Regular Board meeting as a motion to adopt the Capital Plan bylaw.

**5. ITEMS FOR RECOMMENDATION TO THE BOARD****a. Capital Plan Bylaw**

Capital Plan Bylaw No. 2025/26-CPSD69-01

**6. FUTURE TOPICS****a. Cyber Security****7. NEXT MEETING DATE: Tuesday, May 20, 2025 at 10:30 a.m. via video conferencing**