

## ***RESOURCES COMMITTEE MEETING REPORT***

***November 18, 2025 – 6:00 p.m.***

**Present:** Cendra Beaton, Trustee (Acting Committee Chair)  
Ebony Logins, Trustee (Committee Member) - online via MS Teams  
Trudy Spiller, (Acting Committee Member) – online via MS Teams  
Amanda Dowhy (Acting Committee Member)  
Paul Block, Superintendent  
Brian Jonker, Secretary Treasurer  
Monica Braniff, Deputy Superintendent  
Ed Berlando, STA  
Trudy Court, CUPE – online via MS Teams  
Tom Davis, SPEAC  
Ceilidh Deichman, SPVPA – online via MS Teams  
Mhairi Bennett, Director, Facilities  
David Lee-Bonar, Assistant Secretary Treasurer  
Nicole Gestwa, Network Analyst, Information Technology

**Regrets:** Christine Lervold, Trustee (Committee Chair)  
Russ Chipps, Trustee (Committee Member)

### **1. CALL TO ORDER AND ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORIES**

The meeting was called to order at 6:00 p.m. by the Committee Chair. The Chair acknowledged the traditional territories of the First Nations.

The Chair provided virtual participation instructions to Trustees and attendees joining online.

### **2. COMMITTEE REPORT**

The Board of Education of Sooke School District 62 (Sooke) received the Resources Committee Report dated October 14, 2025, at its Public Board Meeting dated October 28, 2025.

### **3. PRESENTATIONS**

There were no presentations.

#### **4. BUSINESS**

##### **4.1 Quarter 1 Financial Forecast – David Lee-Bonar**

The Assistant Secretary Treasurer provided a financial forecast currently showing a potential surplus of \$5.589 million and explained the assumptions, risks and variables involved.

A discussion ensued related to the ongoing uncertainty in the economy. Partners asked questions related to specific line items such as TTOC and staffing costs. Trustees asked questions related to revenue and bad debt in the forecast and clarity on the CEF acronym (Classroom Enhancement Fund).

Recommended Motion: That the Board of Education of School District 62 (Sooke) receive the Quarter 1 Financial Forecast Report as presented at the Resources Committee meeting of November 18, 2025.

The committee supported the motion proceeding to the board for consideration.

Trustee Dowhy agreed to step in for Trustee Logins as a committee member for this meeting, given the technology challenges for the meeting.

##### **4.2 2026/27 Budget Principles, Assertions and Process – Brian Jonker**

The Secretary Treasurer outlined the proposed budget principles and assertions for 2026/27.

Discussion ensued related to how the IEC will be engaged in the budget development process.

Recommended Motion: That the Board of Education of School District 62 (Sooke) approve the proposed 2026/27 budget principles, assertions and process as outlined at the November 18, 2025, Resources Committee meeting.

The committee supported the motion proceeding to the board for consideration.

##### **4.3 Quarter 2 Minor Capital Update – Mhairi Bennett**

The Director of Facilities provided an update on the Ministry Minor Capital Annual Programs and capital projects including the Q2 Minor Capital Financial Report.

The Partner groups outlined their appreciation for the work on the guidelines for PACs, and concerns around the delays with current projects. CUPE inquired whether contractors completing the work on our sites are required to be unionized. Trustee comments encouraged staff to consider a preference for awarding contracts to companies with unionized staff and embedding accessibility into projects where possible. Clarity was provided in relation to an outside contractor being the prime contractor and we would not have a contractor in place doing work with internal staff.

Recommended Motion: That the Board of Education of School District 62 (Sooke) receive the Quarter 2 Minor Capital Report as presented at the Resources Committee Meeting of November 18, 2025.

The committee supported the motion proceeding to the Board for consideration.

**5. ADJOURNMENT**

The meeting was adjourned at 7:15 p.m. The next meeting is scheduled for December 9, 2025.