

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

***September 16, 2025 – 6:00 p.m.***

**Present:** Christine Lervold, Trustee (Committee Chair)  
Trudy Spiller, Trustee (Acting Committee Member)  
Paul Block, Superintendent (MS Teams)  
Brian Jonker, Secretary Treasurer  
Monica Braniff, Deputy Superintendent  
Ed Berlando, STA  
Trudy Court, CUPE (MS Teams)  
Tom Davis, SPEAC  
Ceilidh Deichmann, SPVPA  
Mhairi Bennett, Director, Facilities  
Randy Cobb, Manager, Transportation  
Beth Kim, Network Analyst, Digital Solutions

**Absent:** Russ Chipps, Trustee (Committee Member)  
Allison Watson, Trustee (Committee Member)

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

The meeting was called to order at 6:01 p.m. by the Committee Chair. The Chair provided the territorial acknowledgement.

The Chair thanked those in attendance, in the room and virtually and expressed gratitude to all for the hard work in getting schools up and running for start of the school year. In addition, today we celebrated the grand opening of the John Horgan Campus in Langford, which is a co-location of Royal Roads University, University of Victoria, Justice Institute of BC, Camosun College and the School District.

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 June 10, 2025, at its Public Board Meeting dated June 24, 2025.

### **3. PRESENTATIONS – no presentations**

#### 4. BUSINESS

##### 4.1 Minor Capital Plan Submission – Mhairi Bennett

The Director of Facilities reviewed the information on the Minor Capital Plan as provided in the package. The Minor Capital Submission is due to the Ministry by September 30<sup>th</sup>. The Director of Facilities also provided a summary of the five larger projects from the summer work completed under last year's minor capital plan. The Committee asked questions of the projects, made comments of appreciation for the work over the summer and supported the plan, as presented, going to the Board for their consideration per the following motion:

**Recommended Motion:** That the Board of Education of School District #62 (Sooke) approve the 2026/27 Minor Capital Plan submission as presented to the Resources Committee on September 16, 2025.

##### 4.2 Transportation Update – Randy Cobb

The Manager of Transportation reviewed the information included in the package and reviewed the table of key data points to date for the 2025/26 school year, compared to the previous two years. The Annual Communications Plan was outlined in Table 2.

SPEAC asked for updates on route 26 and the capacity issues. The Manager of Transportation confirmed that this was resolved. As ridership patterns emerged during the first two week of school start-up, many routes were adjusted. The Chair acknowledged SPEAC for working so collaboratively with the transportation team.

STA asked about the replacement busses in the minor capital submission which were confirmed to replace older diesel buses. Secondly, the STA asked how the FOB system is working. The Manager of Transportation confirmed the soft implementation of the FOB system continues, supported by on-board lists. Trustees asked about the opportunity to combine the student card and bus card. This will be considered going forward. The ability to track ridership with the FOB cards has helped with route planning and with response to parent inquiries. Trustees expressed appreciation for the work of the Transportation department.

##### 4.3 Initial Enrolment Update – Monica Braniff

The Deputy Superintendent reported that student enrolment, while still growing, is slightly less than projected, by 101 students. A reminder was given that these are still early numbers and relatively fluid. Mitigations have been built into the systems and

structures if we don't reach projections by the 1701 enrolment funding snapshot on September 29, 2025. The Chair acknowledged the work that goes into the projections.

- 4.4 Resources Committee Annual Work Plan – Christine Lervold  
The Committee reviewed the work plan.

5. **ADJOURNMENT AND NEXT MEETING DATE:** October 14, 2025  
The meeting adjourned at 6:53 p.m.