



**THE BOARD OF EDUCATION OF SCHOOL DISTRICT 68  
MINUTES OF THE REGULAR BOARD MEETING**

**June 22, 2022**

Trustees	C. McKay, Chair J. Stanley, Vice-Chair T. Brzovic S. Higginson G. Keller	B. Robinson C. O'Neill E. Wilkinson N. Bailey
Staff	S. Saywell, Superintendent/CEO M. Walsh, Secretary-Treasurer T. Davie, Deputy Superintendent	D. Burgos, Ex. Dir. of Communications K. Matthews, Manager Admin. Services

**1. CALL TO ORDER**

The Chair called the meeting to order at 6:08 pm.

**2. TRANSFER OF ITEMS TO OPEN MEETING AGENDA**

There were none.

**3. ADDITIONS**

There were no additions.

**4. DELETIONS**

There were no deletions.

**5. CHANGE IN ORDER**

There was no change in order.

**6. APPROVAL OF THE AGENDA**

R22/06/17-01

That the Agenda be approved.

**CARRIED UNANIMOUSLY**

7. **APPROVAL OF THE MINUTES**

R22/06/17-02

IT WAS MOVED BY Trustee Stanley

IT WAS SECONDED BY Trustee Keller

That the minutes from the Regular Board of Education meeting held on May 25, 2022, and the Special Board of Education Meeting on June 1, 2022, be adopted.

**CARRIED UNANIMOUSLY**

8. **SECTION 72(3) REPORT**

8.1 **Section 72(3) Report**

R22/06/17-03

IT WAS MOVED BY Trustee Wilkinson

IT WAS SECONDED BY Trustee Keller

That the Section 72(3) Report from the Closed Board of Education meeting on May 25, 2022, and the Special Closed Board on June 1, 2022 and June 8, 2022 be received.

**CARRIED UNANIMOUSLY**

9. **ANNOUNCEMENTS AND REMINDERS**

Administrative Day - June 30, 2022 (Schools Closed)

Schools Open for 2022/2023 - September 6, 2022

10. **PRESENTATIONS**

There were none.

**11. CORRESPONDENCE**

11.1 A Beaudry

Re: Ladysmith Primary Childcare

R22/06/17-04

IT WAS MOVED BY Trustee Stanley

IT WAS SECONDED BY Trustee Wilkinson

That the Board of Education of School District No. 68 (Nanaimo-Ladysmith) refer the above correspondence from A. Beaudry to the Board Chair for response.

**CARRIED UNANIMOUSLY**

11.2 M Hawker; C Tremblay

Re: Support Before and After School Childcare

R22/06/17-05

IT WAS MOVED BY Trustee O'Neill

IT WAS SECONDED BY Trustee Robinson

That the Board of Education of School District No. 68 (Nanaimo-Ladysmith) refer the above correspondence to the Board Chair for response.

**CARRIED UNANIMOUSLY**

11.3 K. Kirkpatrick, MLA

Re: Delay of Provincial Capital Funding for Local Projects

R22/06/17-06

IT WAS MOVED BY Trustee Higginson

IT WAS SECONDED BY Trustee Wilkinson

That the Board of Education of School District No. 68 (Nanaimo-Ladysmith) refer the above correspondence from MLA Karin Kirkpatrick to the Board Chair for response.

**CARRIED UNANIMOUSLY**

**12. COMMITTEE REPORTS**

**12.1 Business Committee**

**12.1.1 2023/24 Minor Capital Plan Submission**

R22/06/17-07  
IT WAS MOVED BY Trustee Keller  
IT WAS SECONDED BY Trustee O'Neill

That the Board of Education of School District No. 68 (Nanaimo-Ladysmith), in accordance with provisions under section 142(4) of the School Act, approve the proposed Minor Capital plan for 2023/2024, as provided, to be submitted to the Ministry of Education.

**CARRIED UNANIMOUSLY**

**12.1.2 2023/24 5-Year Major Capital Plan**

R22/06/17-08  
IT WAS MOVED BY Trustee Keller  
IT WAS SECONDED BY Trustee Bailey

That the Board of Education of School District No. 68 (Nanaimo-Ladysmith), in accordance with provisions under section 142(4) of the School Act, approve the proposed Five-Year Capital Plan for 2023/2024, as provided on the Five-Year Capital Plan Summary for 2023/2024 submitted to the Ministry of Education and Child Care.

**CARRIED UNANIMOUSLY**

**12.1.3 Board Governance Policies**

R22/06/17-09  
IT WAS MOVED BY Trustee Keller  
IT WAS SECONDED BY Trustee Wilkinson

That the Board of Education of School District No. 68 (Nanaimo-Ladysmith) receive the Updated Board Governance Policies 2.5 – Role of Committees and Representatives and 2.6 Board Meeting Procedures and circulate as a notice of motion for 30 days, utilizing the consultation process as per Board Governance, Section 1, 2.7 – Policy Development.

**CARRIED UNANIMOUSLY**

#### 12.1.4 North End Consultation

R22/06/17-10

IT WAS MOVED BY Trustee Keller

IT WAS SECONDED BY Trustee O'Neill

That the Board of Education of School District No. 68 (Nanaimo-Ladysmith) direct staff to draft proposed boundary changes for Cilaire, Rock City and Departure Bay Elementary schools (with the potential of other minor boundary shifts) that would shift students away from Departure Bay, for review and approval in principle, followed by community consultation and implementation for September 2023. Any students currently enrolled in Departure Bay may retain their seat in the school (as well as younger siblings), or they may transfer to their applicable catchment school as per determined boundary changes.

**CARRIED UNANIMOUSLY**

R22/06/17-11

IT WAS MOVED BY Trustee Keller

IT WAS SECONDED BY Trustee Brzovic

That the Board of Education of School District No. 68 (Nanaimo-Ladysmith) continue to apply for an expansion at Departure Bay in the 2023-24 capital plan with the intention of replacing portable usage at the school. Such an expansion would not be intended to expand the capacity of the school beyond 400 (the current enrollment of the school) but is intended to remove the portables at the site.

**CARRIED UNANIMOUSLY**

R22/06/17-12

IT WAS MOVED BY Trustee Keller

IT WAS SECONDED BY Trustee Bailey

That the Board of Education of School District No. 68 (Nanaimo-Ladysmith) direct staff to prepare for the re-opening of Rutherford Elementary School and the redrawing of the boundaries of McGirr, Randerson Ridge and Frank J. Ney (with the potential of other minor boundary shifts) with an opening date of either September 2024 or 2025 as determined following the district's confirmation of enrollment early October 2022.

**CARRIED UNANIMOUSLY**

12.1.5 LRFP - Ladysmith Consultation

R22/06/17-13

IT WAS MOVED BY Trustee Keller

IT WAS SECONDED BY Trustee Stanley

That the Board of Education of School District No. 68 (Nanaimo-Ladysmith) direct staff to initiate a consultation process with respect to addressing capacity issues with potentially impacted communities in Ladysmith and report back to the Board with recommendations and next steps for the Board to consider.

**CARRIED UNANIMOUSLY**

12.2 Education Committee

**13. SENIOR STAFF REPORTS**

13.1 Scott Saywell, Superintendent

Re: Draft District Review Story

[District Review Story 2022.](#)

Scott Saywell shared the District Review Story. The District Review Story will be posted on the District's website and will also be brought forward in September.

13.2 Mark Walsh, Secretary-Treasurer

Re: Revised 2022-2023 Minor Capital Plan Submission

R22/06/17-14

IT WAS MOVED BY Trustee Stanley

IT WAS SECONDED BY Trustee O'Neill

That the Board of Education of School District No. 68 (Nanaimo-Ladysmith), approve the Secretary-Treasurer's amendment to Capital Plan No. 2022/23-CPSD68-01 to read Capital Bylaw No. 2022/23-CPSD68-02, reflecting the Ministry of Education and Child Care's amendment to the Annual Programs Funding Agreement.

**CARRIED UNANIMOUSLY**

13.3 Mark Walsh, Secretary-Treasurer

Re: Hammond Bay Statutory Right of Way

R22/06/17-15

IT WAS MOVED BY Trustee Bailey

IT WAS SECONDED BY Trustee Keller

That the Board of Education of School District No. 68 (Nanaimo-Ladysmith) pass all three readings of the Bylaw, cited as “Hammond Bay Elementary School SRW Bylaw, 2022” in one meeting, today, the 22nd of June, 2022.

**CARRIED UNANIMOUSLY**

R22/06/17-16

IT WAS MOVED BY Trustee Keller

IT WAS SECONDED BY Trustee O'Neill

WHEREAS Section 65 (5) of the School Act provides that a Board of Education may exercise a power with respect to the acquisition or disposal of property owned or administered by the Board only by bylaw;

AND WHEREAS:

1. The Board of Education of School District No. 68 (Nanaimo-Ladysmith) (the “Board”) owns the Hammond Bay Elementary School site (the “Property”);
2. The Property is facility number 106218;
3. The address of the Property is 1025 Morningside Drive, Nanaimo, British Columbia, V9T 1N5, and the legal description of the Property is: PID: 003-796-957; Lot A, District Lot 41, Wellington District, Plan 18839
4. BC Hydro (“BCH”), and Telus, has asked the Board to grant BCH and Telus:
  - a. A specific statutory right-of-way (“SRW”) in respect of a pole and pad mount transformer (the “Works”) located as shown on Schedule A, a copy of which is attached hereto; and
  - b. A blanket ancillary access statutory right-of-way for access to the Works (together with the Specific Right-of-Way, (the “Rights of Way”))
5. The Board is satisfied that the Works will benefit the Board and that the granting of the Rights-of-Way will not interfere with the Board’s use of the Property for educational purposes.

NOW THEREFORE be it resolved as a Bylaw that the Board grant the Rights-of-Way;

BE IT FURTHER resolved as a Bylaw that the Secretary-Treasurer be and is hereby authorized, on behalf of the Board, to execute and deliver all documents required to complete the granting of the Rights-of-way on such terms and conditions as the Secretary-Treasurer may consider advisable as witnessed by the signature of the Secretary-Treasurer.

This Bylaw maybe cited as "School District No. 68 (Nanaimo-Ladysmith) Hammond Bay School SRW Bylaw, 2022".

Read for a first time this 22nd day of June, 2022.

**CARRIED UNANIMOUSLY**

R22/06/17-17  
IT WAS MOVED BY Trustee Stanley  
IT WAS SECONDED BY Trustee O'Neill

That the Board of Education of School District No. 68 (Nanaimo-Ladysmith) adopt the Bylaw cited as "School District No. 68 (Nanaimo-Ladysmith) Hammond Bay Elementary School SRW, Bylaw, 2022)". Read a second time this 22nd day of June, 2022.

**CARRIED UNANIMOUSLY**

R22/06/17-18  
IT WAS MOVED BY Trustee Higginson  
IT WAS SECONDED BY Trustee Keller

That the Board of Education of School District No. 68 (Nanaimo-Ladysmith) adopt the Bylaw cited as "School District No. 68 (Nanaimo-Ladysmith) Hammond Bay Elementary School SRW, Bylaw, 2022)". Read a third time and adopted this 22nd day of June, 2022.

**CARRIED UNANIMOUSLY**

**14. UNFINISHED BUSINESS**

There was no unfinished business.

**15. NEW BUSINESS**

There was no new business.

**16. FOR INFORMATION**

16.1 Board Motions Report

The Board Motions Report was received.

16.2 Trustee Committee Reports

Trustee Committee Reports were received.

17. **QUESTION PERIOD**

There were no questions.

18. **ADJOURNMENT**

The meeting adjourned at 8:02 pm.

R22/06/17-19

IT WAS MOVED BY Trustee Higginson

IT WAS SECONDED BY Trustee Brzovic

That the meeting be adjourned.

**CARRIED UNANIMOUSLY**

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Mark Walsh, Secretary-Treasurer

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Charlene McKay, Chair