

**NANAIMO LADYSMITH PUBLIC SCHOOLS  
BOARD OF EDUCATION  
ACTION SHEET**

DATE: February 22, 2023  
TO: Board of Education  
FROM: Mark Walsh, Secretary-Treasurer  
SUBJECT: Amendment to Minor Capital Plan Bylaw

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**Recommendation:**

***That the Board of Education approve the amendment to Minor Capital Bylaw No. 2022/23-CPSD68-02 to read Capital Bylaw No. Capital Bylaw No. 2022/23-CPSD68-03, reflecting the Ministry of Education and Child Care's amendment to the Annual Programs Funding Agreement to supplement our electric Bus(es) purchase and additional funds for charging infrastructure.***

**Background:**

As the Board is aware, the Ministry of Education and Child Care has agreed to provide \$30,000 for each electric bus the District purchases through the Ministry's Bus Acquisition Program and will also provide additional funding for infrastructure/charging stations through the Carbon Neutral Capital Program.

To obtain this funding the District must compete the Minor Capital Plan amendment process. The first step of this process was completed on January 16, 2023, when the Board approved the amendments to the proposed five-year Minor Capital Plan for 22/23 submission. The Ministry has now provided us with an amended Capital Plan Response Letter and Annual Program Funding Agreement, copies of which are attached. The next step in this process is for the Board to approve the amendment to the Bylaw. Once approved by the Board, it will be forwarded to the Ministry for final approval and will allow the District to draw funds for incurred project expenses.

**Appendices:**

- Appendix A: January 16, 2023 Action Sheet
- Appendix B: Capital Plan Response Letter – Amended February 10, 2023
- Appendix C: Annual Programs Funding Agreement – Amended February 10, 2023
- Appendix D: Capital Plan Bylaw No. 2022/23-CPSD68-04 – as amended