

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

DATE: September 27, 2023
TO: Board of Education
FROM: Mark Walsh, Secretary-Treasurer
SUBJECT: Amendment to Capital Plan Bylaw No. 2023/24-CPSD68-03

Recommendation:

That the Board of Education approve the amendment to Capital Bylaw No. 2023/24-CPSD68-01 to read Capital Bylaw No. Capital Bylaw No. 2023/24-CPSD68-03, reflecting the Ministry of Education and Child Care's amendment to the Annual Programs Funding Agreement.

Background:

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. The District has recently ordered two new electric buses.

The Ministry has also agreed to fund kitchen equipment for Woodlands Secondary School (phase 1). Currently, Food4Schools is operating a food depot at Woodlands Secondary School. Please note that despite the program being completely operated by a third party (NLSF) because we own the facility, we were eligible to receive funds for upgrading. The depot was previously outfitted with refrigeration and freezers, dry storage as well as space to sort and prepare weekly grocery orders. This space will be adapted for immediate/short term food preparation needs (Phase 1) however it is not adequate for food preparation in the long-term (Phase 2).

Phase 1 – Address Immediate Needs

- Add provision of pre-made food items (sandwiches, wraps, muffins, bagged fruit/veggies etc.) along with grocery deliveries. Initially starting with schools needing most support and rolling out to additional schools.
- Woodlands food depot - install water supply in existing food depot and move sinks/tables into main depot space.
- Equip the food preparation area with additional refrigeration/freezer, storage, prep tables

Phase 2 will be prioritized in future FIP (Food Infrastructure Requests).

The District is receiving an additional \$280,000 towards the approved Carbon Neutral Capital Program HVAC upgrade project at Brechin Elementary. As the Board is aware, Brechin received approval for \$602,000 in funding for an HVAC upgrade project, however, due to higher-than-estimated tender results the project was over-budget. After discussion on the scope of the project the Ministry agreed to contribute additional funds which allowed the project to proceed.

To obtain this funding the District must complete the Minor Capital Plan amendment process. The first step of this process was completed in April, 2023, when the Board approved the amendments to the proposed five-year Minor Capital Plan for 23/24 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: April 12, 2023 Action Sheet

Appendix B: Capital Plan Response Letter – Amended September 15, 2023

Appendix C: Annual Programs Funding Agreement – Amended September 15, 2023

Appendix D: Capital Plan Bylaw No. 2023/24-CPSD68-03 – as amended

