



**THE BOARD OF EDUCATION OF SCHOOL DISTRICT 68  
MINUTES OF THE BUSINESS COMMITTEE MEETING**

**October 9, 2024**

Trustees	L. Lee, Chair M. Robinson, Vice Chair T. Brzovic N. Bailey G. Keller C. Morvay L. Pellegrin T. Rokeby T. Harris
Staff	P. Langstraat, Interim Superintendent/CEO M. Walsh, Secretary-Treasurer L. Tait, Deputy Superintendent K. Matthews, Manager Admin. Services
Representatives	CUPE Representative: Jeff Virtanen NDTA Representative: Joanna Cornthwaite NSAA Representative: Lisa Frey

- CALL TO ORDER**  
The Chair called the meeting to order at 6:00 pm.
- ADDITIONS TO THE AGENDA**  
There were none.
- DELETIONS TO THE AGENDA**  
There were none.
- CHANGE IN ORDER**  
There was no change in order.

**5. APPROVAL OF THE AGENDA**

B24/10/09-01

IT WAS MOVED BY Trustee Harris

IT WAS SECONDED BY Trustee Keller

That the Agenda be approved.

**CARRIED UNANIMOUSLY**

**6. APPROVAL OF THE MINUTES**

B24/10/09-02

IT WAS MOVED BY Trustee Morvay

IT WAS SECONDED BY Trustee Keller

That the minutes of the Business Committee meeting held on September 11, 2024, be approved.

**CARRIED UNANIMOUSLY**

**7. PRESENTATIONS**

There were none.

**8. SENIOR STAFF REPORTS**

8.1 Zeyad Merchant, Director of Information and Technology & Mark Walsh, Secretary-Treasurer

Re: Confronting Today's Real Challenge of Cybersecurity Risk

Zeyad Merchant provided a high-level overview of the cybersecurity challenges facing the district, the current state of the District's defenses, and some of the ongoing and planned work to improve security. An information sheet is attached to the agenda.

8.2 Mark Walsh, Secretary-Treasurer

Re: Hammond Bay Elementary School – Waterworks Right-of-Way

Mark Walsh advised that the City of Nanaimo has requested access to a portion of the Hammond Bay Elementary School property, located at 1025 Morningside Drive, for the purpose of checking and maintaining a new water meter. An action sheet is attached to the agenda.

B24/10/09-03

IT WAS MOVED BY Trustee Robinson

IT WAS SECONDED BY Trustee Harris

The Business Committee recommends 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 Waterworks Right-of-Ways Bylaw, 2024” in one meeting, and that the Board of Education of School District No. 68 (Nanaimo-Ladysmith) adopt the Hammond Bay Elementary School Waterworks Right-of-Ways Bylaw 2024, being a bylaw that provides the City of Nanaimo with Right-of Ways associated with access to a water meter at the Hammond Bay Elementary School Site, pursuant to Section 65(5) of the School Act, R.S.B.C. 1996, c. 412.

**CARRIED UNANIMOUSLY**

8.3 Mark Walsh, Secretary-Treasurer

Re: Pleasant Valley School – Waterworks Right-of-Way

Mark Walsh advised that the City of Nanaimo has requested access to a portion of the Pleasant Valley School property, located at 6201 Dunbar Road, for the purpose of checking and maintaining a new double check valve detector assembly. An action sheet is attached to the agenda.

B24/10/09-04

IT WAS MOVED BY Trustee Harris

IT WAS SECONDED BY Trustee Keller

The Business Committee recommends that the Board of Education of School District No. 68 (Nanaimo-Ladysmith) pass all three readings of the Bylaw cited as “Pleasant Valley Elementary School Waterworks Right-of-Ways Bylaw, 2024” in one meeting, and that the Board of Education of School District No. 68 (Nanaimo-Ladysmith) adopt the Pleasant Valley Elementary School Waterworks Right-of-Ways Bylaw 2024, being a bylaw that provides the City of Nanaimo with Right-of Ways associated with access to water, sewage and drainage works at the Pleasant Valley Elementary School Site, pursuant to Section 65(5) of the School Act, R.S.B.C. 1996, c. 412.

**CARRIED UNANIMOUSLY**

8.4 Mark Walsh, Secretary-Treasurer

Re: Gabriola School Field

Mark Walsh provided a report on the history, current state, and strategy moving forward for field maintenance on the play field at Gabriola Elementary. An information sheet is attached to the agenda.

8.5 Mark Walsh, Secretary-Treasurer & Taunia Sutton, Associate Secretary-Treasurer

Re: Enrolment Update

Mark Walsh and Taunia Sutton provided an update on the change in student full time equivalent enrolment and the change in overall student headcount following the 1701 student data collection on September 30, 2024. An information sheet is attached to the agenda.

8.6 Mark Walsh, Secretary-Treasurer & Justin Taylor, Assistant Director Planning & Operations

Re: Annual Vandalism Report

Mark Walsh and Justin Taylor provided a Report on facilities' activities related to the Vandalism AP. This report provided information on District vandalism from July 1, 2023, to June 30, 2024. An information sheet is attached to the agenda.

8.7 Piet Langstraat, Interim Superintendent

Re: NDSS and LIS Advocacy Plan

Piet Langstraat presented a possible advocacy plan for the replacement of Nanaimo District Secondary School and a new build of Ladysmith Intermediate School.

8.8 Mark Walsh, Secretary-Treasurer

Re: Policy Framework

Mark Walsh provided the Board an update on the motion and a Policy framework and workplan for the Board's consideration. An action sheet is attached to the agenda.

B24/10/09-04

IT WAS MOVED BY Trustee Harris

IT WAS SECONDED BY Trustee Rokeby

The Business Committee recommends that the Board of Education of School District No. 68 (Nanaimo-Ladysmith) approve the Policy framework presented by the Policy Committee subject to Board approval of individual policies.

**CARRIED UNANIMOUSLY**

8.9 Mark Walsh, Secretary-Treasurer

Re: Policy Committee Work Plan

Mark Walsh outlined the Policy Committee's priorities for the 2024-25 year. An action sheet is attached to the agenda.

B24/10/09-05

IT WAS MOVED BY Trustee Robinson

IT WAS SECONDED BY Trustee Harris

The Business Committee recommends that the Board of Education of School District No. 68 (Nanaimo-Ladysmith) approve the Policy Committee Work Plan for 2024-2025.

**CARRIED UNANIMOUSLY**

**9. CORRESPONDENCE REFERRED FROM THE REGULAR BOARD MEETING**

There was none.

**10. UNFINISHED BUSINESS**

There was none.

**11. NEW BUSINESS**

There was none.

**12. FOR INFORMATION**

**13. QUESTION PERIOD**

There were no questions.

**14. ADJOURNMENT**

The meeting adjourned at 7:48 pm.

B24/10/09-06

IT WAS MOVED BY Trustee Robinson

IT WAS SECONDED BY Trustee Rokeby

That the meeting be adjourned.

**CARRIED UNANIMOUSLY**