

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

DATE: October 23, 2024  
TO: Board of Education  
FROM: Mark Walsh, Secretary-Treasurer  
SUBJECT: Amendment to Capital Plan Bylaw No. 2024/25-CPSD68-04

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**Recommendation:**

***That the Board of Education approve the amendment to Capital Bylaw No. 2024/25-CPSD68-03 to read Capital Bylaw No. Capital Bylaw No. 2024/25-CPSD68-04, 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 fund a prefabricated classroom addition project at Chase River Elementary School. This request was approved for the 24/25 Capital Plan year via a revised response letter dated October 15, 2024, attached as Appendix A.

Chase River Elementary School is located at 1503 Cranberry Avenue, Nanaimo. Currently this school is overenrolled with 242 students in September of 2024 and has an official capacity of 195 (not including portables) resulting in usage of portables to accommodate.

The approval is specific to prefabricated and/or modular construction. The Ministry has provided the district with an amended Capital Plan Response Letter and the next step to obtain this funding is for the Board to approve the amendment to the Capital Bylaw. Once approved by the Board, it will be forwarded to the Ministry for final approval of the Capital Project Funding Agreement (CPFA). Attached is a schedule from the CPFA outlining the project scope and schedule parameters. With respect to timeliness of delivery of the project, some concerns remain around the time to obtain a building permit from the local authority.

Staff have been on site and met with the principal to discuss siting and potential complementary improvements to be contemplated to align with the project. At this time it appears the site is best suited adjacent to the existing portable area while maintaining black top play space.

The goal is completion in September 2025 and the project has been added to our Wellington expansion request for proposal. However, a variety of issues from permitting to the availability of external resources (note that a significant number of these projects have been approved around the province recently) have the potential to delay the completion date.

**Appendices:**

Appendix A: Capital Plan Response Letter – Amended October 15, 2024  
Appendix B: Capital Plan Bylaw No. 2024/25-CPSD68-04