



NANAIMO LADYSMITH PUBLIC SCHOOLS

BOARD OF EDUCATION PUBLIC MEETING ACTION SHEET

DATE: December 17, 2025
TO: Board of Education
FROM: Mark Walsh, Secretary-Treasurer
SUBJECT: Amendment to Capital Plan Bylaw No. 2025/26-CPSD68-03

Recommendation

That the Board of Education approve the amendment to Capital Bylaw No. 2025/26-CPSD68-02 to read Capital Bylaw No. Capital Bylaw No. 2025/26-CPSD68-03, reflecting the Ministry of Education and Child Care's amendment to the Annual Programs Funding Agreement.

Background

This action sheet outlines additional funding that has become available from the Ministry of Education and Child Care to support an additional upgrade at Rutherford Elementary.

Discussion

The Ministry of Education and Child Care has approved funding to assist in addressing Building Envelope Items at Rutherford Elementary school. Originally, addressing some building envelope items were envisioned to be included in the recently completed SEP (School Enhancement Program) to support the reopening of Rutherford. Due to limited funding and focus on educational/Safety priorities the originally considered building envelope items were not included. Although not included, facilities continued to pursue the building permit application and adjusted it to include some windows, on the advice of the Engineer.

In November, staff were contacted by one of our Ministry contacts and asked if the district had any 'tender ready' BEP projects that could be completed relatively quickly. A discussion was held regarding the details of Rutherford's BEP issues as well as the district ability to advance the project. Subsequently the district was supported for an additional project in the 25/26 Capital plan for a 250K Building Envelope project. While the approved funding will not address all recommended work it will begin to address issues and reduce future requests for SEP or AFG (Annual Facilities Grant) funding pressures. The exact items to be addressed and the schedule are still being detailed. Work not addressed will continue to be prioritized accordingly and considered in future requests.

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

Appendices:

Appendix A: Capital Plan Response Letter – Amended December 9, 2025

Appendix B: Amended Capital Plan Bylaw No. 2025/26-CPSD68-03