

**NANAIMO LADYSMITH PUBLIC SCHOOLS
BUSINESS COMMITTEE MEETING
ACTION SHEET**

DATE: June 9, 2021
TO: Business Committee
FROM: Mark Walsh, Secretary- Treasurer
Pete Sabo, Executive Director of Planning & Operations and
Kelsey Bakewell, Facilities Planning Manager
SUBJECT: Proposed 2022/23 Five-Year Capital Plan

Recommendation:

The Business Committee recommends that the Board of Education of School District No. 68 (Nanaimo-Ladysmith), in accordance with provisions under section 142(4) of the School Act, approve the proposed Five-Year Capital Plan for 2022/2023, as provided on the Five-Year Capital Plan Summary for 2022/2023 submitted to the Ministry of Education.

Background:

The Five-Year Capital Plan

Each year, Boards of Education are required to submit a Five-Year Capital Plan detailing the high priority capital projects needed for their school districts, in accordance with the Capital Plan instructions.

School districts' annual Five-Year Capital Plan submissions are used to inform the selection of priority capital projects for the Ministry's following fiscal year. They also provide the Ministry insight into future year priorities that are used in longer term capital planning.

The Ministry is seeking submissions for consideration for the following capital programs:

- Seismic Mitigation Program (SMP)
- School Expansion Program (EXP)
- School Replacement Program (REP)
- Rural Districts Program (RDP)
- Building Envelope Program (BEP)
- School Enhancement Program (SEP)
- Carbon Neutral Capital Program (CNCP)
- Bus Replacement Program (BUS)
- Playground Enhancement Program (PEP)

This year the Ministry has altered their intake program somewhat. They require that major capital items are submitted by July 31, 2021 and minor capital projects are submitted by September 30, 2021.

The Annual Five-Year Capital Plan Submission is informed by a Long Range Facilities Plan (LRFP), with school districts assessing capital needs over the next five years. This involves prioritizing capital needs and undertaking preliminary assessment of project needs, options, scoping and costing, as well as developing and submitting a Five-Year Capital Plan, along with supporting assessment documents, specifically a Project Request Fact Sheet (PRFS).

Given that the LRFP Committee has been formed, this memo will only address major capital projects and the final minor capital project submission will be brought to the Board in September, after the LRFP committee has had the opportunity for input into the submission. The LRFP Committee will be provided the major capital submission at their inaugural meeting on June 16, 2021, but due to the timing of the Board meeting the document is staff driven.

The Ministry will provide each school district a written response to their annual Five-Year Capital Plan submission once the assessment of all submissions is complete, and funding for fiscal year 2022-23 is announced by the Ministry. See attached response letter to the 2022-23 Capital submission.

This written response identifies the next steps for supported projects which may include:

- Proceed to design, tender and construction,
- Proceed to development of a Business/Concept plan or Project Definition Report (PDR),
- Proceed to acquire site,
- Proceed to acquire bus.

The Ministry also provides school districts with an Annual Facility Grant (AFG) based on an established formula. The AFG is managed separately from the annual Five-Year Capital Plan submissions. As such, AFG is excluded from these Capital Plan instructions.

Discussion:

Operating Capacity

Previously, class sizes for Kindergarten, Grades 1-7, and Grades 8-12 were set in legislation, and were mandatorily applied to all school districts across the province. Currently, class sizes are negotiated as a working condition for teachers in their local contract with a board of education. As such, operating capacities vary between school districts. Individual school districts must determine the operating capacities of existing schools to calculate their capacity utilization.

Enrollment Projections

The current capital plan will rely on the enrollment projections provided by Baragar for the short-term capital requests (Years 1-5) and the [Licker Geospatial data](#) for the longer-term (site acquisition) requests (Years 6-10). The reason for this is that Licker Geospatial is focused on student populations in catchments, considering French Immersion. It does not consider the significant cross boundary enrollment that currently exists in the District. Baragar does incorporate these trends. When working with Licker Geospatial staff determined that given schools will almost all be completely full by 2030 that cross boundary transfer will be of less significance than today.

Development of a Facilities Plan

The Board recently passed the Long Range Facilities Plan. In the creation of this plan the LRFP was applied and the document will highlight the connections between the capital submission and the respective requests.

The source documents used to compile this year's Five-Year Capital Plan will be available in the Facilities Department or on request. Please note that submission details (project costing and supporting documentation) are still being developed/gathered and will be submitted, along with the plan.

Finally, it is very important to note that some of the capital requests may not result in the specific outcome requested. For instance, while we have included an expansion to Departure Bay, the end result of Ministry support for such an expansion may result in a different outcome (e.g. a new school, boundary changes etc.). Requesting support for an expansion will result in the LRFP Committee discussing the preferred option for the community that the Ministry will usually support if it is the same cost.

Please note that staff have added the relevant LRFP recommendations to each proposal presented.

Site Acquisition (SAP)

The site acquisition request reflects both the shorter term Baragar data and the longer-term Licker Geospatial data. The intention would be to institute a site acquisition charge and ultimately have the Ministry support site acquisition at the target school or potentially a new site in the area depending on the determination of the LRFP committee, the Board and the Ministry.

- Departure Bay – LRFP Rec. 2, 6

Departure Bay is currently over subscribed and slated to continue to grow. Addressing such growth has options (expansion, new school, boundary charges or a mixture of options). Ultimately, a new site may be required.

- Chase River – LRFP Rec. 2, 6

While Baragar's data does not show Chase River in a situation of rapid growth, it already has multiple portables and an expansion of the school may require additional land. Further, if Sandstone proceeds an additional site may be required.

- Pleasant Valley – LRFP Rec. 2, 6

Similar to Departure Bay, Pleasant Valley appears to be growing quickly. While it likely does not need additional land on site, an additional site may be required associated with growth in Lantzville and North Nanaimo.

- Bayview – LRFP Rec. 2, 6

While Baragar does not show immediate growth at Bayview, building trends in the area (e.g. the Harbour View District) suggest increased enrollment. Bayview cannot support additional capacity with the size of its' current site.

- Dover Bay area LRFP Rec. 2, 6

Dover and Wellington's growth projections indicate significant growth that may require an additional site in the future to support enrollment.

Expansion Projects (EXP)

Year 1-3

- Departure Bay - LRFP Rec. 1, 5, 7

Departure Bay is forecast to grow to 8 portables by 2025, from 3 in 2020-21 and 4 in 2021-22. While the Hammond Bay expansion may address some growth, construction in the catchment indicates this trend will continue and must be addressed. Addressing such growth has options, for example, expansion, new school, boundary changes or a mixture of options.

- Ladysmith Primary - LRFP Rec. 1, 5, 7

Ladysmith Primary is not slated for significant growth. However, it currently has 5 portables in a K-3 school. Further, we see the LRFP Ladysmith sub-committee addressing Ladysmith Primary, Ecole North Oyster and Ladysmith Intermediate as a package.

- Ecole North Oyster – LRFP Rec. 1, 5, 7, 8

ENO is forecast to grow to 6 portables in 2025 with 5 existing. As noted, we see the LRFP Ladysmith sub-committee addressing Ladysmith Primary, Ecole North Oyster and Ladysmith Intermediate as a package.

- Chase River – LRFP Rec. 1, 5, 7, 22, 32

Similar to Ladysmith Primary, Chase already has a significant portable issue. Further, infill is proceeding in South Nanaimo. An expansion of Chase is ideal and could possibly be timed with working with our partners at the City of Nanaimo to create a community hub.

Year 4 or 5

The next group of schools are intended to be put on the Ministry's radar. It is unlikely that we would receive support in the immediate term to proceed with these projects, but it is important that they are recognized. We note that in the case of Pleasant Valley, it is a candidate to be moved into the priority list, but we would like to see another year of data before proceeding.

Further, the Baragar and Licker Geospatial data see Randerson Ridge trending in different directions. This is another example of seeing an additional year of data would be helpful.

- Learning Alternatives New 200 student facility on Te'tuxwtun Site
- Dover Bay 10 portables by 2025 (after app'd exp – exclude INT)
- Coal Tyee 6 portables by 2025
- Mountain View 5 portables by 2025
- Pleasant Valley 4 portables by 2025
- Randerson 4 portables by 2025
- Georgia Ave 4 portables by 2025
- Wellington 3 portables by 2025(exclude INT)
- Forest Park 3 portables by 2025

Seismic Mitigation Program (SMP)

Group One Priorities (H1)

- NDSS (120M replacement) – LRFP Rec. 9, 10, 20, 32

Aligned with the LRFP replacing NDSS is a priority. It is a major seismic risk; it is wearing out and it is an environmentally unfriendly facility. The Ministry must act on this priority.

- Ladysmith Intermediate (25M replacement) - LRFP Rec. 10, 13, 14, 32

Similarly aligned with our LRFP in ensuring that all jurisdictions are reflected in our capital planning, LIS needs a replacement. Its HVAC system is not modern, it is aged, environmentally unfriendly and seismically unsafe. This plan would be incorporated into the broader discussion of the Ladysmith sub-committee of the LRFP committee, to discuss various options to serve the community (e.g. LIS seismic, Ladysmith Primary capacity and ENO capacity should be discussed a package).

Note that LIS is currently slated for the Building Envelope Program (BEP) with BC Housing. An updated Building Envelope Condition Assessment currently sits with the Architect.

- Departure Bay – LRFP Rec. 10

Given that action must be taken to address capacity, it aligns with the LRFP to perform multiple capital projects at the same time to avoid multiple years of disruption to a school.

- Chase River – LRFP Rec. 10

Similar to Departure Bay, given we are applying for an expansion project it aligns with our LRFP to apply for the seismic project at the same time and may provide impetus for an overall improved project.

- Ecole North Oyster – Note the discussion regarding LIS
- Ladysmith Primary gym – This is a small value project that should be moved forward quickly.
- Ecole Pauline Haarer gym - This is a small value project that should be moved forward quickly.

- Gabriola – LRFP Rec. 13

This project should be moved forward. Further, given that Gabriola is isolated, there may be less supports for the school to draw on in a seismic event. Upgrading the facility may provide a community asset in the case of an emergency.

- Brechin Elementary - This is a small value project that should be moved forward quickly.
- Mountain View Elementary - This is a small value project that should be moved forward quickly.
- Cedar Elementary - LRFP Rec. 13

Group 2 Seismic projects

- Reassessed schools (H1) with addition projects in 2022-23 Capital Plan

Georgia Avenue, Forest Park

Group 3 Seismic Projects:

- Reassessed (H1) open schools with no request in 2021-22 Capital Plan

Bayview, Fairview, Ecole Hammond Bay, Harewood Gym, Island Connect ED, John Barsby, Ladysmith Secondary, McGirr, Park Avenue, Quarterway, Seaview, Uplands

Group 4 Seismic Projects

- Reassessed (H1) CLOSED schools of note:

Davis Road, Dufferin, Rutherford, Woodlands, Woodbank

Resolution:

In accordance with provisions under section 142(4) of the *School Act*, the Board of Education of School District No. 68 (Nanaimo-Ladysmith) hereby approves the proposed Five-Year Capital Plan for 2022/2023, as summarized in the Five-Year Capital Plan Action Sheet, for submission to the Ministry of Education.

Appendix A: Expansion Rationale