



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

June 9, 2021

Trustees	G. Keller, Chair C. O'Neill, Vice-Chair L.M. Barron (arrived at 6:25) T. Brzovic (arrived at 6:04 pm) S. Higginson	C. McKay B. Robinson J. Stanley E. Wilkinson (arrived at 6:05 pm)
Staff	M. Walsh, Secretary-Treasurer T. Davie, Deputy Superintendent	D. Burgos, Ex. Dir. of Communications K. Matthews, Manager Admin. Services
Representatives	CUPE Representative: Rob Zver DPAC Representative: Leanne Lee NSAA Representative: Diane McGonigle	

1. CALL TO ORDER

The Chair called the meeting to order at 6:01 pm.

2. ADDITIONS TO THE AGENDA

There were no additions.

3. DELETIONS TO THE AGENDA

There were no deletions.

4. CHANGE IN ORDER

There was no change in order.

5. APPROVAL OF THE AGENDA

B21/06/09-01

IT WAS MOVED BY Trustee McKay

IT WAS SECONDED BY Trustee O'Neill

That the Agenda be approved.

CARRIED UNANIMOUSLY

6. APPROVAL OF THE MINUTES

B21/06/09-02

IT WAS MOVED BY Trustee O'Neill

IT WAS SECONDED BY Trustee McKay

That the minutes of the Business Committee meeting held on May 12, 2021, and the Special Business Committee meeting held on May 19, 2021, be approved.

CARRIED UNANIMOUSLY

7. PRESENTATIONS

8. SENIOR STAFF REPORTS

8.1 Superintendent Scott Saywell

Re: AP - Communications with Public by Staff

Secretary-Treasurer Mark Walsh presented a new draft Administrative Procedure for communication with the public by staff. The draft AP and Information Sheet is attached to the Agenda.

8.2 Secretary-Treasurer Mark Walsh

Re: Enrolment Growth and Space Requirements

Secretary-Treasurer Mark Walsh provided an update on current enrolment trends in the District. The Information Sheet is attached to the Agenda.

8.3 Secretary-Treasurer Mark Walsh

Re: Capital Plan Bylaw No. 2021/22-CPSD68-01

Secretary-Treasurer Mark Walsh presented the Capital Bylaw No. 2021/22-CPSD68-01. An Action Sheet is attached to the Agenda.

B21/06/09-03

IT WAS MOVED BY Trustee Brzovic

IT WAS SECONDED BY Trustee McKay

The Business Committee recommends that that Board of Education of School District No. 68 (Nanaimo-Ladysmith) give all three readings of the Capital Bylaw No. 2021/22-CPSD68-01 in one meeting and adopt Capital Plan Bylaw No. 2021/22-CPSD68-01

CARRIED UNANIMOUSLY

8.4 Secretary-Treasurer Mark Walsh and Executive Director of Planning & Operations Pete Sabo

Re: 5 Year Capital Plan Submission

Secretary-Treasurer Mark Walsh and Executive Director of Planning and Operations presented the proposed five-year capital plan for 2022/23. An Action Sheet is attached to the Agenda.

B21/06/09-04

IT WAS MOVED BY Trustee McKay

IT WAS SECONDED BY Trustee O'Neill

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.

CARRIED UNANIMOUSLY

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

There was none.

10. **UNFINISHED BUSINESS**

There was no unfinished business.

11. **NEW BUSINESS**

There was no new business.

12. **FOR INFORMATION**

13. **QUESTION PERIOD**

There were no questions this evening.

14. **ADJOURNMENT**

The meeting adjourned at 6:51 pm.

B21/06/09-05

IT WAS MOVED BY Trustee Barron

IT WAS SECONDED BY Trustee McKay

That the meeting be adjourned.

CARRIED UNANIMOUSLY