

Public Board of Education Meeting Agenda



May 26, 2025
6:30 p.m.
School District Office

1. Acknowledgement that the meeting is being held on the traditional and unceded territory of the Northern Secwepemc People.

1.1. Call to Order

***THAT** the Board amend the agenda to add item 5.1.6, the 100 Mile Junior Secondary School disposal of property bylaw.*

2. Approval of Agenda

***THAT** the agenda for the May 26, 2025, Public Meeting of the Board of Education be approved.*

2.1. Adoption of Minutes

***THAT** the minutes of the April 28, 2025, Public Meeting of the Board of Education be approved as presented.*

2.2. In-Camera Meeting Report

***THAT** the report of April 28, 2025, In-Camera Meeting of the Board of Education be approved as presented.*

***THAT** the report of May 12, 2025, Special In-Camera Meeting of the Board of Education be approved as presented.*

3. Presentations

3.1. TsiDelDel LEA

3.2. Foundry Cariboo Chilcotin

4. Delegation – None.

5. Reports

5.1. Superintendent Report / Acting Secretary-Treasurer

5.1.1. EMT Course

5.1.2. Youth Community Connections

5.1.3. Trustee By-Election Update

5.1.4. School Fees

“Learning, Growing, and Belonging Together”

THAT the Board approves the publication of the school fee schedule for the 2025-2026 school year.

5.1.5. AMENDED - Minor Capital

*THAT the Board of Education approve Capital Bylaw 2025/26-CPSD27-02 be read a **first** time at this meeting.*

*THAT the Board of Education approve Capital Bylaw 2025/26-CPSD27-02 be read a **second** time at this meeting.*

*THAT the Board of Education unanimously approves Capital Bylaw 2025/26-CPSD27-02, to be read for a **third** and final time at this meeting.*

THAT the Board of Education should approve Capital Bylaw 2025/26-CPSD27-02 to be read for the third and final time at this meeting.

5.1.6. 100 Mile Junior Secondary School disposal of property bylaw.

*THAT the Board approve **BYLAW #2025-1, RE: DISPOSAL OF LAND at 485 and 495 Avenue in the District of 100 Mile House** be read a **first** time at this meeting.*

*THAT the Board approve **BYLAW #2025-1, RE: DISPOSAL OF LAND at 485 and 495 Cedar Avenue in the District of 100 Mile House** be read a **second** time at this meeting.*

Approval of Third and Final Reading at the Meeting:

*THAT the Board unanimously approve **BYLAW #2025-1, RE: DISPOSAL OF LAND at 485 and 495 Cedar Avenue in the District of 100 Mile House** be read a **third** time at this meeting.*

*THAT the Board approve **BYLAW #2025-1, RE: DISPOSAL OF LAND at 485 and 495 Cedar Avenue in the District of 100 Mile House** be read a **third** and final time at this meeting.*

5.2. Committee Reports

Draft - Finance, Facilities and Transportation Committee

Draft - Education Committee

5.3. Trustees' Report – None.

5.4. Liaison – None.

6. Information (Reading File)

6.1. MusicFest FanFare Letter

7. Adjournment

THAT the public meeting of the Board of Education be adjourned at ____ p.m.

8. Public Comments

Public Board of Education Meeting Minutes



April 28, 2025 (6:30 p.m.)

- Trustees in Attendance:** Angie Delainey (Chair), Anne Kohut, Mary Forbes, Michael Franklin.
- TEAMS:** Willow Macdonald
- Regrets:** Linda Martens
- Staff:** Superintendent Cheryl Lenardon, Director of Human Resources Taryn Aumond, Directors of Instruction Wendell Hiltz, Sean Cameron, Grant Gustafson, Director of Operations Marc Loewen, Executive Assistant Jodi Symmes.
1. Acknowledgement that the meeting is being held on the traditional and unceded territory of the Secwepemc Nation.
Call to Order
 2. **Approval of Agenda**
THAT the agenda for the April 28, 2025, Public Meeting of the Board of Education be approved.
2025.04.28-01
Moved: Trustee Forbes
Seconded: Trustee Kohut
Adoption of Minutes
THAT the minutes of March 21, 2025, Public Meeting of the Board of Education be approved as presented.
2025.04.28-02
Moved: Trustee Franklin
Seconded: Trustee Kohut
THAT the minutes of March 10, 2025, Special Public Meeting of the Board of Education be approved as presented.
2025.04.28-03
Moved: Trustee Kohut
Seconded: Trustee Franklin
2.1 In-Camera Meeting Report
THAT the report of March 21, 2025, In-Camera Meeting of the Board be approved as presented.
2025.04.28-04
Moved: Trustee Forbes
Seconded: Trustee Kohut

“Learning, Growing, and Belonging Together”

3. Presentation

3.1. [TWINQ](#) – Ms. Jennifer Loewen

Ms. Loewen, Manager of HR presented on the School District 27 partnership with Thompson Rivers University (TRU) for the Teachers with International Teaching Qualifications (TWINQ) pilot project in response to the provincial teacher shortage. Our district will host four of the twelve international certified teachers completing a M.Ed at TRU and learning about the BC curriculum and context this spring.

3.2. Peter Skene Ogden Structural Firefighting Program (PSO Fire Services Training)

Peter Skene Ogden (PSO) principal Caitlin Currie, teacher John Murray, and student Daylee Whyte, presented on the PSO Secondary School Firefighting Program. The program has restarted after a two-year pause. Students receive training with the involvement of 100 Mile House Fire-Rescue, who have generously donated expertise, equipment, and use of their training centre. Students earn certification and graduation program credit in this innovative place-based learning program.

4. Delegation – None.

5. Reports

5.1 [Superintendent Report](#)

Superintendent Lenardon presented a report on district events and activities. Director Gustafson shared information about the Indigenous Education TRU campus visit to Kamloops.

5.1.1 [Daycare Update](#)

Director Hiltz provided an update on the childcare facility and progress toward operation by the Women's Contact Society anticipated to commence in May with additional capacity expected to be reached in August.

5.2 Secretary-Treasurer Report /Manager of Finance

5.1.2 Annual Facilities Grant 2025-2026

THAT the Board of Education approves the 2025-2026 Annual Facilities Grant project list as presented for submission.

2025.04.28-05

Moved: Trustee Forbes
Seconded: Trustee Kohut

5.2.1 Minor Capital Plan Submission Approval 2025-2026

THAT the Board of Education should approve Capital Bylaw 2025/26-CPSD27-01 to be read three times at this meeting.

2025.04.28-06

Moved: Trustee Macdonald
Seconded: Trustee Kohut

THAT the Board of Education approve Capital Bylaw 2025/26-CPSD27-01 be read a **first** time at this meeting.

2025.04.28-07

Moved: Trustee Macdonald

Seconded: Trustee Forbes

THAT the Board of Education approve Capital Bylaw 2025/26-CPSD27-01 be read a **second** time at this meeting.

2025.04.28-08

Moved: Trustee Forbes

Seconded: Trustee Franklin

Approval of Third and Final Reading:

THAT the Board of Education unanimously approves Capital Bylaw 2025/26-CPSD27-01, to be read for a **third** and final time at this meeting.

2025.04.28-09

Moved: Trustee Macdonald

Seconded: Trustee Forbes

5.2.2 [Budget Process](#)

The Board reviewed the report on the process and timelines for developing and approving the 2025-2026 Annual Budget.

[Budget Backgrounder](#)

5.2.3 [Operating Fiscal Update](#)

The Board was provided with a snapshot of the fiscal position as of March 31, 2025.

5.3 [Committee Reports](#)

5.3.1 Finance & Facilities Committee meeting

5.3.2 Education Committee

5.4 Trustees

5.4.1 Trustee Forbes BCSTA AGM (Verbal)

- Trustee Forbes provided a verbal report on the BC School Trustees Association (BCSTA AGM) held April 24-26, 2025, in Vancouver.

5.5 Liaison / Representation – None

6. Information (Reading File) – None

7. Adjournment

The meeting adjourned at 7:51 p.m.

2025.04.28-10

Moved: Trustee Kohut
Seconded: Trustee Franklin

8. Public Comments

Four members of the public joined at the board office, and two people joined online.

Cheryl Lenardon
Acting - Secretary-Treasurer

Angie Delainey
Chair

In-Camera Meeting Notes provided pursuant to Section 72 (3) of the School Act:

“A board must prepare a record containing a general statement as to the nature of the matters discussed and the general nature of the decisions reached at a meeting from which persons other than trustees or officers of the board, or both, were excluded, and the record must be open for inspection at all reasonable times by any person, who may make copies and extracts on payment of a fee set by the board”.

DATE:	April 28, 2025
TRUSTEE PRESENT:	Angie Delainey (Chair), Anne Kohut, Mary Forbes, Michael Franklin.
TRUSTEE ATTENDING VIA TEAMS:	Willow Macdonald.
REGRETS:	Linda Martens
STAFF PRESENT:	Superintendent Cheryl Lenardon, Director of Human Resources Taryn Aumond, Directors of Instruction Sean Cameron, Wendell Hiltz, Grant Gustafson, Director of Operations Marc Loewen, Executive Assistant Jodi Symmes.

1. Opening by Chair
 - 1.1. Call to Order – 5:04 p.m. and acknowledgment of traditional territory.
2. Agenda and Minutes
 - 2.1. Approval of Agenda
 - 2.2. Adoption of Minutes
3. Action Items
4. Discussion Items
 - 4.1. Briefing Note Provided
5. Information Items
 - 5.1. Property Update
 - 5.2. Staffing Update
 - 5.3. Teacher Bargaining Update
 - 5.4. Budget Backgrounder Information
6. Adjournment – 5:48 p.m.

In-Camera Meeting Notes provided pursuant to Section 72 (3) of the School Act:

“A board must prepare a record containing a general statement as to the nature of the matters discussed and the general nature of the decisions reached at a meeting from which persons other than trustees or officers of the board, or both, were excluded, and the record must be open for inspection at all reasonable times by any person, who may make copies and extracts on payment of a fee set by the board”.

DATE:	May 12, 2025
TRUSTEE PRESENT:	
TRUSTEE ATTENDING VIA TEAMS:	Angie Delainey (Chair), Anne Kohut, Mary Forbes, Linda Martens, Willow Macdonald.
REGRETS:	Michael Franklin
STAFF PRESENT:	Superintendent Cheryl Lenardon, Director of Human Resources Taryn Aumond, Directors of Instruction Sean Cameron, Wendell Hiltz, Grant Gustafson, Director of Operations Marc Loewen, Executive Assistant Jodi Symmes.

1. Opening by Chair
 - 1.1. Call to Order – 5:01 p.m. and acknowledgment of traditional territory.
2. Agenda and Minutes
 - 2.1. Approval of Agenda
3. Action Items
 - 3.1. Briefing Note Provided
4. Adjournment – 6:03 p.m.



Walking Together in the 2024-2025 School Year in Cariboo-Chilcotin School District No. 27

Superintendent Report to Board of Education

May 26, 2025

**COLLECTIVE
RESPONSIBILITY**

**INSTRUCTIONAL
CAPACITY**

**INCLUSIVE LEARNING
COMMUNITIES**

**INDIGENOUS LEARNING
& CULTURE**

**PLACE-BASED
LEARNING**

Key Focus Areas for Enhancing Learner Success

Cariboo-Chilcotin Indigenous Role Models

The 22nd annual Cariboo-Chilcotin School District Indigenous Role Models Celebration was held on May 22, 2025 at Lake City Secondary School. Chiefs, elders, representatives of the City of Williams Lake, and school district staff, joined families to recognize the record number of student role models who completed a rigorous application and preparation process to be part of the program.

It was a moving experience to have so many gathered to meet the students and hear their gifts and what they intended to bring to the role.

Michaellaine Evans, Williams Lake First Nation, and Terrence Ramos, Esk'etemc First Nation, were crowned as the 2025 Role Models by 2024 Role Models Grace Anderson and Finley Testawich.

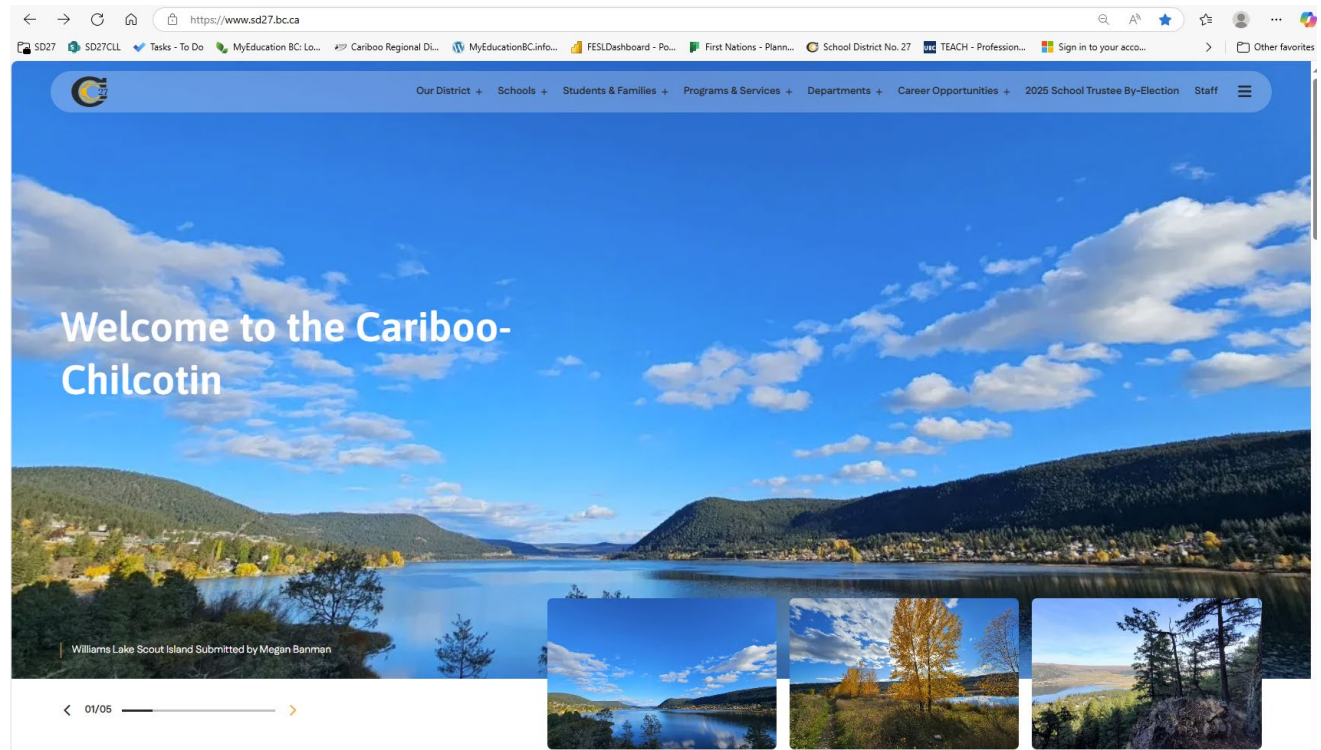


From left to right Terrence Ramos, Finley Testawich, Michaellaine Evans, and Grace Anderson

Terrence and Michaelaine will represent the school district at events throughout the year and support next year's role model candidates.

Sincere thanks go to Indigenous Education Secretary Tracy Hubner, Director Grant Gustafson, and District Vice-Principal Dancing Water Sandy for all their work in bringing this celebration to life.

New Website for SD 27



This year was the end of a five-year contract with SchoolBundle as the district website provider. Prior to renewing the contract, the district completed a website needs assessment and requirements gathering process. The district also reviewed websites from districts across the province and local exemplars of quality practice.

Based on the findings from the review, the district selected ImagineEverything as its new website designer and provider. District staff have been working with the design and implementation team from ImagineEverything throughout the school year and launched the new website on May 22, 2025. The new website is built around a high utilization of images with a focus on using authentic and local pictures. An underlying design theme of the new website is a recognition of the land with a celebration of the natural beauty of the Cariboo-Chilcotin.

The new website preserves the previous organizational structure to support end users but introduces new features to enhance usability and our ability to showcase the work in the district. One of the key new upgrades is the organization of the focus area posts. With the new website, posts can be recognized on the main page but are also connected to schools, departments, and focus area allowing for multiple ways for the work to be celebrated and connected to the people doing the work.

We are incredibly proud of the new website and feel it does a great job of celebrating our community, the land, and the amazing work occurring in our schools.

Child Care Facility Grand Opening



Friday, May 16 saw the official opening of the new child care facility – Kid Care Childcare in the new site at Columneetza. Local government representatives, school trustees, school district staff, TRU representatives, and partners City of Williams Lake and Interior Health celebrated the accomplishment of this multi-year effort to provide much needed child care spaces in our community. We are grateful to the Ministry of Education and Child Care for

their support. A special thanks to the Williams Lake First Nations cultural team for preparing the building upon completion with smudging and starting off the opening with a welcome to the territory. The staff from Women's Contact Society provided a tour of the facility and showcased the beautiful indoor and outdoor spaces that children of different ages will enjoy as they learn and play together.

Children began attending programming at the centre on Tuesday, May 20, 2025. Families can contact the Women's Contact Society for registration information.

New Home for Alternate Program in 100 Mile

We are very pleased to share that we will be partnering with Cariboo Family Enrichment Centre to locate the alternate program in 100 Mile House at the Raven Youth Activity Centre for the coming school year. The site provides a welcoming supportive environment with the opportunity to connect youth to services and supports that they will access outside of school for a seamless support. We are very excited about the future of this program and to incoming Principal Heather Auger and her staff collaborating with Jess Fraser and her CFEC team to improve outcomes for youth.

Key Focus Areas of our District Plan for Learner Success

Schools continue to contribute powerful images and descriptions to help share the story of how the district's key focus areas are coming to life across the Cariboo-Chilcotin. These examples may be viewed on the district website as [focus area posts](#).



TO: Board of Education

FROM: Cheryl Lenardon, Superintendent

DATE: May 26, 2025

RE: Item: 5.1.3 – Trustee By-Election Update

BACKGROUND

The upcoming Trustee by-election is being run by Chief Election Officer Mark Walsh.

INFORMATION

Nominations

The nomination period closed on May 2, 2025. The declared candidates are as follows:

1. Melissa Coates
2. Connor Ikoma
3. Neal Matoga

Voting Opportunities

The District will be offering 6 days of voting in total split between general voting day, advance voting and special voting opportunities. The intention is to provide as many opportunities as possible to vote and in a variety of geographic locations. However, the opportunities on each day will be limited. It should be noted that the first advance voting opportunity being held at the School District Board Office is outside of the electoral area. We have also chosen locations with accessible facilities. The opportunities will be as follows:

General Election Day – Saturday, June 7, 2025

The polling station located at 150 Mile Elementary School will be available from 8:00 am – 8:00 pm.

Advance Voting Opportunities:

A polling station will be available for advance voting opportunities at the following locations and times:

1. Wednesday, May 28, 2025 – School District No. 27 Board Room (8:00 am – 8:00 pm)
2. Wednesday, June 4, 2025 – Likely Elementary School (8:00 am – 8:00 pm)

Special Voting Opportunities

A polling station will be available for special voting opportunities at the following locations and times:

1. Thursday, May 29, 2025 – Williams Lake First Nations (Council Chambers) (10:00 am – 4:00 pm)
2. Thursday, June 5, 2025 – Horsefly Elementary Jr. Secondary Gym (12:00 pm – 6:00 pm)
3. Friday, June 6, 2025 – Big Lake Elementary School (12:00 pm – 6:00 pm)

Voting Rules

All residents of Area 4, Cariboo Regional District Area F, and part of D that lies within the boundaries of School District No. 27 shall register at the time of voting at any of the opportunities above by providing the required [identification documents](#).

Communication

The information with respect to polling dates and locations, candidates, and voting requirements will be published widely.

Vote Counting

The vote will be counted on election night at 150 Mile Elementary School, starting at 8:00 pm.

For the most up-to-date information on the By-Election, please visit our district website at www.sd27.bc.ca

TO: Board of Education

FROM: Cheryl Lenardon, Superintendent

DATE: May 26, 2025

RE: Item: 5.1.4 – Approval of School Fees

BACKGROUND

BOARD POLICY: [Policy 325 – School Fees](#)

The Board of Education of School District No. 27 (Cariboo-Chilcotin) will provide curricular instruction, activities, programs, and resource materials free of charge to school-age students, subject to exceptions authorized by the School Act. Deposits may be required for educational resource materials, and fees will be charged for optional supplementary materials, musical instruments, costs associated with specialty academies and trades programs, and other purposes defined by the School Act or Ministerial Order.

The Board will annually approve and publish the schedule of deposits and fees to be charged in the following school year by schools.

The Board will ensure that fees and deposits will not become a barrier to student participation in required activities or programs by requiring each school to clearly communicate the process for waiving a school fee in the case of financial hardship.

Fees for 2025-2026 include:

- Optional school supply program at some schools remains at \$40.00.
- Optional additional certification costs for EMT (\$150.00) and Aquatics (\$50.00) courses continue
- Optional locker lock (\$5.00) and yearbook (\$40.00-\$50.00) purchases are available
- Grad fees (\$50.00-\$60.00) for optional participation in the ceremony

Support is available in all cases of financial hardship.

RECOMMENDATION

THAT the Board approves the publication of the school fee schedule for the 2025-2026 school year.

2025-2026 School Fees		LCSS	Columnetza	PSO	100 Mile Elem	Big Lake	Cataline	Forest Grove	Horse Lake	Lac La Hache	Likely	Marie Sharpe	Mile 108	Tatla Lake
Primary K-3 School Supplies	Optional				40.00				40.00				40.00	
Elementary K-7 School Supplies	Optional				40.00	40.00		40.00		40.00	40.00			40.00
Elementary K-6 School Supplies	Optional						40.00					40.00		
Locker lock	Optional	5.00	5.00											
Yearbook	Optional	50.00	50.00	40.00										
EMR Course - Optional fee for the formal certification. Students may earn course credit without opting to for the additional certification.	Optional	150.00												
Aquatics Program - Optional fee for the formal certification: Royal Lifesaving's Bronze Star / Royal Lifesaving's Medallion / Royal Lifesaving's Bronze Cross / and CPR + Level 1 First Aid. Students may earn course credit without opting to for the additional certification.	Optional	50.00	50.00											
Hockey program jersey and socks - Optional fee for purchase	Optional	100.00	100.00											
Grad Fee	Optional	60.00		50.00										

TO: Board of Education

FROM: Marcus Loewen, Director of Operations

DATE: May 26, 2025

RE: Item: 5.1.5 – AMENDED - Ministry Response to the Annual Five-Year Capital Plan Submission For 2025/26-CPSD27-02 (Bus Acquisitions)

BACKGROUND

The amended letter from the Education and Child Care Capital Branch of the Ministry of Infrastructure is in response to our School District's 2025/26 Annual Five-Year capital plan submission for Major and Minor capital programs funding. It was noted at the Board meeting on April 28th that the bus funding announcement was delayed, and a new funding response letter would be sent in May.

ISSUE

The recommended buses will all be internal combustion engine (no electric buses due to the ministry's reduced bus budget for 2025/26. Our original minor capital funding submittal included two C 76 internal combustion engine busses, and two A2 1-24 passenger with 2 wheelchair spaces electric busses. The new AMENDED response letter that was received on May 15th indicates that SD 27 will receive two A2 1-24 passenger, two C 76 passenger, two C52-57 passenger, and one C 46-51 passenger busses. This is an increase in funding for three additional busses compared to the previous funding announcement in April. The C 46-51 is a replacement due to the catastrophic engine failure of a bus in our original fleet.

RECOMMENDATION

THAT the Board of Education approve Capital Bylaw 2025/26-CPSD27-02 be read a **first** time at this meeting.

THAT the Board of Education approve Capital Bylaw 2025/26-CPSD27-02 be read a **second** time at this meeting.

Approval of Third and Final Reading:

THAT the Board of Education unanimously approves Capital Bylaw 2025/26-CPSD27-02, to be read for a **third** and final time at this meeting.

THAT the Board of Education should approve Capital Bylaw 2025/26-CPSD27-02 to be read for the third and final time at this meeting.

CAPITAL BYLAW NO. 2025/26-CPSD-02
CAPITAL PLAN 2025/26

WHEREAS in accordance with section 142 of the *School Act*, the Board of Education of School District No. 27 (*Cariboo-Chilcotin*) (hereinafter called the "Board") has submitted a capital plan to the Minister of Education (hereinafter called the "Minister") and the Minister has approved the capital plan or has approved a capital plan with modifications,

NOW THEREFORE in accordance with section 143 of the *School Act*, the Board has prepared this Capital Bylaw and agrees to do the following:

- (a) Authorize the Secretary-Treasurer to execute a capital project funding agreement(s) related to the capital project(s) contemplated by the capital plan or the capital plan with modifications;
- (b) Upon ministerial approval to proceed, commence the capital project(s) and proceed diligently and use its best efforts to complete each capital project substantially as directed by the Minister;
- (c) Observe and comply with any order, regulation, or policy of the Minister as may be applicable to the Board or the capital project(s); and,
- (d) Maintain proper books of account, and other information and documents with respect to the affairs of the capital project(s), as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

1. The Capital Bylaw of the Board for the 2025/26 Capital Plan as approved by the Minister, to include the supported capital project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent, dated *May 26, 2025*, is hereby adopted.
2. This Capital Bylaw may be cited as *Cariboo-Chilcotin Capital Bylaw No. 2025/26-CPSD27-02*.

READ A FIRST TIME THE *26th* DAY OF *May 2025*;
READ A SECOND TIME THE *26th* DAY OF *May 2025*;
READ A THIRD TIME, PASSED THE *26th* DAY OF *May 2025*.

APPLY CORPORATE SEAL

Board Chair

Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original *Cariboo-Chilcotin Capital Bylaw No. 2025/26-CPSD27-02* adopted by the Board the *26th* day of *May 2025*.

Secretary-Treasurer

ANNUAL PROGRAMS FUNDING AGREEMENT

This **AMENDED** Annual Programs Funding Agreement dated for reference the 15th day of May 2025, is in effect for the 2025/26 fiscal year period of April 1, 2025 to March 31, 2026.

Please see the “New projects for BUS” section below for AMENDED information.

BETWEEN: His Majesty the King in Right of the Province of British Columbia,
represented by the Minister of Infrastructure (the "Ministry")

OF THE FIRST PART

AND: the Board of Education of School District No. 27 (Cariboo-Chilcotin) (the "Board")

OF THE SECOND PART.

The parties agree as follows:

1. DEFINITIONS

1.01 In this Agreement, unless the context otherwise requires:

"Agreement" means the Annual Programs Funding Agreement;

"Board" or "Board of Education" means a board of school trustees constituted under the *School Act* [RSBC 1996] c. 412 and any person designated by the Board to act with respect to a provision of this Agreement;

"Business Day" means a day, other than a Saturday or Sunday or Statutory Holiday, on which Provincial government offices are open for normal business in British Columbia;

"Capital Funding Grant" means a funding grant authorized by the Minister of Finance in accordance with section 56.1 of the *Financial Administration Act* [RSBC1996] c. 138;

"Certificate of Approval" means the Certificate of Approval described in paragraph 3.04;

"Eligible Expenditure(s)" means those expenditure(s) areas more particularly described in paragraph 3.01;

"Event of Force Majeure" means invasion, rebellion, hostilities, sabotage, government regulations or controls, acts of God, strikes, lockouts or labour disputes that are a major disabling event or circumstance in relation to the normal operations of the party concerned as a whole that is beyond the reasonable control of the party directly affected and results in a material delay, interruption or failure by such party in carrying out its duties, covenants or obligations under this Agreement;

"Minister" means the Minister of Infrastructure, and includes the respective Ministry Deputy Minister and/or any person designated by either of them to act with respect to a provision of this Agreement;

2025/26 Annual Programs Funding Agreement for School District No. 27 (Cariboo-Chilcotin)

"Ministry" means the Ministry of Infrastructure of the Province of British Columbia;

"Project" means the project(s) described in paragraph 3.01;

"Schools Protection Program" means the risk management program administered and delivered by the Risk Management Branch of the Ministry of Finance in conjunction with the Ministry, and includes the "Schools Protection Program Reference Manual" and all amendments and updates to the program and manual;

"Treasury Board" means the Treasury Board established under the *Financial Administration Act* [RSBC 1996] c. 138.

2. SCHEDULES

2.01 The following Schedule(s) form an integral part of this Annual Programs Funding Agreement:

- A. Communications Protocol Agreement on Minor Capital Projects between the Ministry and School Districts

3. PROVINCIAL FUNDING CONTRIBUTIONS AND OBLIGATIONS

3.01 The Ministry will provide capital funding to the Board which is to be used for the purposes of the following Project:

Facility Name	Program Project Description	Amount Funded by Ministry
100 Mile House Elementary	SEP - Exterior Wall System Upgrades	\$1,400,000
Lake City Secondary	CNCP - HVAC Upgrades	\$850,000
Lake City Secondary	CNCP - Electrical Upgrades	\$50,000
Horse Lake Elementary, Peter Skene Ogden Secondary	FIP - Kitchen and Equipment Upgrades	\$100,000

New projects for BUS

The table below identifies Bus Acquisition Program (BUS) approved projects with bolded sections identifying additionally approved internal combustion engine and/or electric buses as designated. BUS funding amounts to be confirmed after school districts place their order(s) with bus vendors during the upcoming bus standing offer timeframe which runs from April 2, 2025 to June 2, 2025. Please refer to the attached *School Bus Letter* for additional school bus purchasing details.

New/Existing Bus Fleet #	New/Replacement Bus Type	Amount Funded by Ministry
A2271	INTERNAL COMBUSTION ENGINE - Type C (52-57) with 0 wheelchair space(s)	TBD
A2270	INTERNAL COMBUSTION ENGINE - Type C 76 with 0 wheelchair space(s)	TBD
A3272	INTERNAL COMBUSTION ENGINE - Type C 76 with 0 wheelchair space(s)	TBD
A3278	INTERNAL COMBUSTION ENGINE - Type C (46-51) with 0 wheelchair space(s)	TBD
A4279	INTERNAL COMBUSTION ENGINE – Type A2 Under 6350Kg (1-24) with 2 wheelchair space(s)	TBD
A3270	INTERNAL COMBUSTION ENGINE – Type A2 Under 6350Kg (1-24) with 2 wheelchair space(s)	TBD
A0278	INTERNAL COMBUSTION ENGINE - Type C (52-57) with 0 wheelchair space(s)	TBD

Please contact Branch Director [Michael Nyikes](#) with any questions regarding Minor Capital Projects.

3.02 The Ministry may consider, under special circumstances, providing more than the amount listed above.

3.03 The Ministry will provide the capital funding in paragraph 3.01 in the form of a Capital Funding Grant.

3.04 Payment of a Capital Funding Grant is subject to the Ministry issuing a Certificate of Approval for the Project(s) in paragraph 3.01 in accordance with Treasury Board policies and directives and to the following conditions:

- a) in no case may the Board make a draw against funds available under a Certificate of Approval, unless the draw is reimbursement for Eligible Expenditure(s) properly incurred by the Board in connection with the Project;
- b) the Ministry may modify or withhold a Capital Funding Grant and applicable Certificate of Approval, or any portion thereof, in the event the Board fails to observe, perform and comply with any provision of this Agreement or if, in the opinion of the Ministry, there has been a material change in the Project;

- c) the Board will comply with all applicable policies and directives of the Treasury Board respecting Capital Funding Grants.
- 3.05 Notwithstanding any other provision of this Agreement, the payment of funds by the Ministry to the Board, pursuant to this Agreement, is subject to the provisions of the *Financial Administration Act* ("the Act"), which makes that payment obligation subject to:
- a) there being sufficient monies available in an appropriation, as defined in the Act, to enable the Ministry, in any fiscal year or part thereof when any payment of money by the Ministry to the Board falls due pursuant to this Agreement, to make that payment;
 - b) Treasury Board, as defined in the Act, not having controlled or limited, pursuant to the Act, expenditure(s) under any appropriation referred to in this subparagraph a).

4. BOARD OBLIGATIONS

4.01 The Board will:

- a) carry out the Project in a manner that ensures:
 - i) drawing against funds available under a Certificate of Approval on a regular basis throughout the fiscal year (monthly if possible) as reimbursement for Eligible Expenditure(s) as incurred by the Board;
 - ii) delivery within budget;
 - iii) completion by March 31, 2026;
 - iv) scope details are fully met upon completion;
 - v) accrued cost-savings realized from completed capital projects as approved in this Agreement are reported to the Ministry and transferred into the school district's Minister-Restricted Capital account, unless otherwise agreed to in writing by the Ministry.
- b) comply with all policies and best practices related to Capital Project Procurement, as documented in the Capital Asset Management Framework and Capital Procurement Checklist published by the Ministry of Finance;
- c) procure the Project in accordance with the Capital Asset Management Framework;
- d) include in any contracts all standard insurance and indemnification clauses required by the Schools Protection Program;
- e) ensure all communication related to the Capital Project conforms to the "Communications Protocol Agreement on Minor Capital Projects between the Ministry and School Districts" (provided as Schedule A). This protocol may be amended from time to time by the Ministry, with the most current version of the protocol being used.

- 4.02 Provide written notice to the Ministry immediately upon completion of each Project.
(Note: the Ministry will be following up with school districts regarding delayed and/or incomplete projects in early January, at which time the Ministry may choose to reallocate associated funds depending on the status of the Project).
- 4.03 At the request of the Ministry, prepare additional reports relating to the Project.
- 4.04 Notify the Ministry immediately, in writing, should any Event of Force Majeure arise that could materially affect the scope, costs or schedule of the Project.
- 4.05 Indemnify and save harmless the Province of British Columbia and its employees and agents from and against any losses, claims, damages, actions, causes of action, costs and expenses that the Province of British Columbia or any of its employees or agents may sustain, incur, suffer or be put to at any time, either before or after this agreement ends, which are based upon, arise out of or occur, directly or indirectly, by reason of, any act or omission by the Board or by any of its agents, employees, officers, directors, or contractors with respect to the Project.
- 4.06 Purchase school buses through the bus standing offer as defined and made available through the Ministry (if applicable).
- 4.07 Enter into a tripartite agreement with the Ministry and BC Housing for all Building Envelope Program (BEP) projects and agree to carry out the projects in collaboration with BC Housing as defined in the tripartite agreement (if applicable).

5. EVENT OF FORCE MAJEURE

5.01 In the Event of Force Majeure:

- a) the Board will immediately notify the Ministry, in writing, describing the Event of Force Majeure.
- b) within five (5) Business Days of being notified of the Event of Force Majeure, the Ministry will communicate with the Board to explore what steps are to be taken to mitigate the Event of Force Majeure, determine an appropriate course of action, and establish an estimated cost related to the Event of Force Majeure.
- c) the course of action must be agreed to by the Ministry and the Board.
- d) either party may request the assistance of an independent cost consultant appointed by mutual agreement of the parties.
- e) the Ministry will not approve any expenditure(s) incurred prior to the agreed course of action unless the costs were demonstrably incurred for the preservation of life and/or safety.

6. PUBLIC ANNOUNCEMENTS

- 6.01 Any public announcement relating to the Project will be in accordance with the “Communications Protocol Agreement on Minor Capital Projects between the Ministry and School Districts” (provided as Schedule A).

7. NOTICE

- 7.01 Any notice or communication required or permitted to be given under this Agreement will be in writing and will be considered to have been sufficiently given if delivered by hand or electronic transmission to the physical address or electronic mail address of each party set out below:

- a) if to the Board:

School District No. 27 (Cariboo-Chilcotin)
350 Second Ave N, Williams Lake, BC, V2G 1Z9
Attention: Brenda Hooker, Secretary-Treasurer
Email: brenda.hooker@sd27.bc.ca

- b) if to the Ministry:

Ministry of Infrastructure
PO Box 9151 Stn Prov Govt, Victoria, BC, V8W 9H1
Attention: Education & Child Care Capital Branch (Minor Capital Projects)
Email: CMB@gov.bc.ca

- 7.02 Any such notice or communication will be considered to have been received:

- a) if delivered by hand during business hours (and in any event, at or before 4:00pm local time in the place of receipt) on a Business Day, upon receipt by a responsible representative of the receiver, and if not delivered during business hours, upon the commencement of business hours on the next Business Day;
- b) if sent by electronic transmission during business hours (and in any event, at or before 4:00pm local time in the place of receipt) on a Business Day, upon receipt by a responsible representative of the receiver, and if not delivered during business hours, upon the commencement of business hours on the next Business Day, provided that:
- i) the receiving party has, by electronic transmission or by hand delivery, acknowledged to the notifying party that it has received such notice; or
 - ii) within twenty-four (24) hours after sending the notice, the notifying party has also sent a copy of such notice to the receiving party by hand delivery.

- 7.03 Delivery by mail will not be considered timely notice under this Agreement.

- 7.04 In the event a contact name changes for either the Ministry or for the Board, then parties must be notified within five (5) Business Days.

2025/26 Annual Programs Funding Agreement for School District No. 27 (Cariboo-Chilcotin)

IN WITNESS WHEREOF the parties have executed this Agreement, in duplicate, as of the day and year first above written.

SIGNED on behalf of His Majesty the King)
in Right of the Province of British Columbia)
by a duly authorized designate of the)
Minister of Infrastructure)

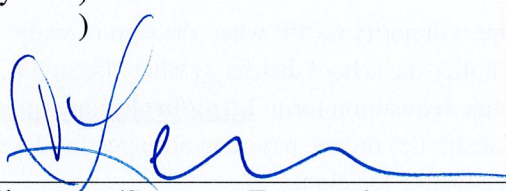
Authorized Signatory (For the Minister of Infrastructure)

Name (Print)

Title

Date Signed (Month/Day/Year)

SIGNED on behalf of **the Board**)
of Education of School District)
No. 27 (Cariboo-Chilcotin) by its duly)
authorized signatories)



Signatory (Secretary Treasurer)

Cheryl Lenardon

Name (Print)

May 22/2025

Date Signed (Month/Day/Year)

SCHEDULE A

COMMUNICATIONS PROTOCOL AGREEMENT ON MINOR CAPITAL PROJECTS BETWEEN THE MINISTRY OF INFRASTRUCTURE (INF) AND SCHOOL DISTRICTS

News Release

Upon issuance of Capital Plan approvals and funding agreements to school districts, INF will issue public news releases regarding minor capital projects. School district(s) may be requested to provide a quote from a designated representative for such news releases.

Signage

Significant, high-profile minor capital construction projects and/or initiatives approved in the INF Capital Plan **may** be requested to be identified by signage prominently displayed at the site. INF will notify a school district(s) if this is the case.

If requested, signs must conform to Government of B.C.'s Infrastructure Sign Specifications and be produced by Government Communications and Public Engagement (GCPE) graphics department. In addition to the BC logo, school districts and other funding partners will be identified with their logos on signage. Signs are to be installed as soon as possible after announcement of the project, and amended to include the amount of investment and date of completion after award of the contract and preferably before the start of work. The signs are to remain on the site until the work is completed and after any completion ceremonies where applicable. A digital picture of the sign is to be sent to GCPE after it has been installed. Cost of the sign is to be funded from the approved project budget. School districts are responsible for installing the signs.

The steps from signage design to installation are as follows:

1. Project is announced;
1. GCPE will have their graphics department create a construction sign;
2. GCPE graphics department will create and send the approved file to Kings Printer for print production;
3. Kings Printer will notify GCPE when the sign is ready;
4. GCPE will notify the school district(s) when the sign is ready to be ordered and provide them with the online requisition form: <http://brokerage.qp.gov.bc.ca/submit-print/print-form.aspx>;
5. The school district(s) orders, pays and arranges for the sign to be installed. Signs are to be post mounted in a visible location;
6. School district(s) will notify GCPE when the sign is installed and send photo as confirmation.

Official Ceremonies

INF will notify a school district(s) if an official ceremony **may** be held to commemorate the launch and/or ground-breaking for a project. The parties shall co-operate in the organization ceremonies, and messages and public statements for such events should be mutually agreed upon.

Plaques

INF **may** request the district provide and install (upon completion of significant, high-profile construction projects and/or initiatives), a plaque bearing an appropriate inscription. The design, wording and specifications of such plaques must be approved by INF. Cost of the plaque is to be funded from the approved project budget.

**THE BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 27 (CARIBOO CHILCOTIN)**

**BYLAW #2025-1, RE: DISPOSAL OF LAND at 485 and 495 Cedar Avenue
in the District of 100 Mile House**

WHEREAS Section 65(5) of the *School Act* (British Columbia) provides that a board of education may exercise a power with respect to the acquisition or disposal of property owned or administered by the board of education only by bylaw;

AND WHEREAS Section 96(3) of the *School Act* (British Columbia) provides that a board of education may dispose of land or improvements, or both, subject to the orders of the British Columbia Minister of Education and Child Care (the “**Minister**”);

AND WHEREAS Section 3 of the *Disposal of Land or Improvements Order* (M193/08) provides that boards of education must not dispose of land or improvements by sale and transfer in fee simple or by way of lease of 10 years or more unless such disposal is to another board or an independent school for educational purposes or is approved by the Minister in accordance with Section 5 of the *Disposal of Land or Improvements Order* (M193/08);

AND WHEREAS Section 5 of the *Disposal of Land or Improvements Order* (M193/08) provides that the Minister may approve, with any terms and conditions, a disposition of land or improvements;

AND WHEREAS:

- (a) The Board of Education of School District No. 27 (Cariboo-Chilcotin) (the “**Board**”) is the owner of the following lands and premises:

Civic Address: 485 Cedar Avenue, 100 Mile House, BC
Parcel Identifier: 009-640-444
Legal Description: Lot A District Lot 32 Lillooet District Plan 9739
Except Plans 16169, 22429 and KAP55731; and

Civic Address: 495 Cedar Avenue, 100 Mile House, BC
Parcel Identifier: 008-689-482
Legal Description: Lot 1 District Lot 32 Lillooet District Plan 16169
Except Plan KAP55731

(collectively, the “**Properties**”);

- (b) The Properties are facility number 2727026;
- (c) the Board, as vendor, has entered into an Offer to Purchase Land dated for reference May [23], 2025 (the “**Purchase Agreement**”) with Canim Lake Band (Tsq̓ésceñ First Nation) (the “**Purchaser**”), as purchaser, for the sale of the Properties to the Purchaser for a purchase price of \$1,550,000.00 (the “**Purchase Price**”);
- (d) the British Columbia Ministry of Education and Child Care approved and granted ministerial approval for the disposal of the Properties on March 21, 2024;

- (e) the Board is satisfied that the Purchase Price represents the fair market value of the Properties; and
- (f) the Board confirms that it will not require the Properties for future educational purposes.

NOW THEREFORE BE IT RESOLVED AS A BYLAW OF THE BOARD THAT the Board enter into the Purchase Agreement and complete the sale of the Properties to the Purchaser for the Purchase Price on the terms and conditions set out in the Purchase Agreement.

BE IT FURTHER resolved that any one of the Secretary-Treasurer and the Superintendent of Schools be and is hereby authorized, on behalf of the Board, to execute and deliver the Purchase Agreement and all such amendments thereto (except as to the Purchase Price) as such Secretary-Treasurer or the Superintendent of Schools may, in his or her discretion, consider advisable.

BE IT FURTHER resolved that any one of the Secretary-Treasurer and the Superintendent of Schools be and is hereby authorized, on behalf of the Board, to execute and deliver all related and ancillary documents required to complete the sale of the Properties to the Purchaser pursuant to the terms and conditions of the Purchase Agreement and all such amendments thereto as such Secretary-Treasurer or the Superintendent of Schools may, in his or her discretion, consider advisable.

This Bylaw may be cited as "School District No. 27 (Cariboo-Chilcotin) Bylaw #2025-1, re: Disposal of Land at 485 and 495 Cedar Avenue in the District of 100 Mile House".

READ A FIRST TIME THE _____ DAY OF _____, 2025

READ A SECOND TIME THE _____ DAY OF _____, 2025.

[UPON UNANIMOUS AGREEMENT OF THE TRUSTEES OF THE BOARD IN ATTENDANCE,]
THIS BYLAW WAS READ A THIRD TIME AND FINALLY PASSED AND ADOPTED THE
_____ DAY OF _____, 2025.

Seal

Chairperson of the Board

Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original of School District No. 27 (Cariboo-Chilcotin) Bylaw #2025-1, re: Disposal of Land at 485 and 495 Cedar Avenue in the District of 100 Mile House adopted by the Board the _____ day of _____, 2025.

Secretary-Treasurer