



**PACIFIC RIM SCHOOL DISTRICT
PUBLIC BOARD MEETING AGENDA
Tuesday, May 27, 2025, 5:00 p.m.
Administration Office Board Office, Port Alberni**

Pages

- 1. Call to Order/Land Acknowledgement**
We acknowledge that we work and learn on the ḥaḥuuli of the Hupačasath (Hupacasath), Huu-ay-aht (Huu-ay-aht), ḷaḥuukʷiḥath (Tla-o-qui-aht), Čišaaḥath (Tseshaht) and the Yuuḥuḥiḥath (Yuu-cluth-aht) Nations.
- 2. Approval of Agenda**
THAT the Board of Education approve the May 27, 2025 Public Board Meeting agenda as presented.
- 3. Conflict of Interest Declaration**
Are there any conflicts to declare?
- 4. Adoption of Minutes** 4
THAT the April 22, 2025 Public Board Meeting Minutes be approved as presented.
- 5. Announcements of the Chair**
- 6. Good News from the Schools (5 minutes)**
Drew Ryan, Principal - Ucluelet Secondary School
- 7. Trustee Statements**
 - 7.1 Land-based Learning Students - Broom Busting (2 minutes)** 10
Larry Ransom, Trustee
 - 7.2 Westerly News Remembers Heritage Fair Winner of 2014 (2 minutes)** 11
Pam Craig, Board Chair
- 8. Petitions/ Delegations/ Presentations**
 - 8.1 Invitation to Nesting Moon Gathering event (3 minutes)**
Jaime Hansen, Director of Instruction - Indigenous Education
 - 8.2 ADTU 2025/25 Member Survey Results (10 minutes)** 13
Wendy Arnett, ADTU Vice President / Ryan Dvorak, ADTU President
- 9. Unfinished Business/ New Business**
 - 9.1 Trustee Bursary / Scholarship (3 minutes)** 30
Pam Craig, Board Chair

THAT the Board of Education direct staff through the Superintendent, to separate the usually combined \$1,000 Trustee Bursary that goes to a student from either Eighth Avenue Learning Centre or Bamfield Community School into

two bursaries of \$1,000 each, one for each of the two schools, for the 2024/25 school year only.

10. Staff Reports

- | | | |
|------|--|----|
| 10.1 | Alberni District Secondary School Fire (3 minutes)
Alex Taylor, Acting Director of Operations | 31 |
| 10.2 | Literacy Initiative (5 minutes)
James Messenger, Assistant Superintendent | 32 |
| 10.3 | ESLR Update (10 minutes)
James Messenger, Assistant Superintendent | 33 |
| 10.4 | Annual Rates (5 minutes)
Paula Mason, Manager of Corporate Services | 35 |
| | <p>THAT the Board of Education approve the rate of \$0.29 per kilometer, with a maximum of \$26.65 per day per family, as the Transportation Assistance Rates for the 2025/26 school year.</p> <p>THAT the Board of Education approve an increase of \$30.63/month (to \$905.63/month) as the maximum Boarding Allowance amount an eligible student is entitled to, during the 2025/26 school year, with eligibility being defined by the Eligibility section of 3306: Boarding Allowance (AP).</p> | |
| 10.5 | Auditors Terms of Engagement (3 minutes)
Carla Neville, Controller | 36 |
| 10.6 | Real Property Disposal Bylaw - 3816 Anderson Avenue (5 minutes)
Paula Mason, Manager of Corporate Services | 37 |
| | <p>THAT the Board of Education approve all three readings of Disposal of Real Property Bylaw No. 2025-1 in the May 27, 2025 Public Meeting of the Board.</p> <p>THAT this Disposal of Real Property Bylaw may be cited as Board of Education of School District No. 70 (Pacific Rim) Disposal Of Real Property Bylaw No. 2025-1.</p> <p>THAT it be resolved as having been read a first, second and third time as provided for in the bylaws that the Board Chair and the Secretary-Treasurer be authorized to execute this Bylaw on behalf of the Board.</p> | |
| 10.7 | 2025/26 Board & Committee Meeting Schedule (5 minutes)
Paula Mason, Manager of Corporate Services | 40 |
| | <p>THAT the Board of Education approve the proposed 2025/26 Board and Committee Meeting Schedule as presented.</p> | |
| 10.8 | ArtStarts Grant (10 minutes)
Megan Paterson, Teacher - École Alberni Elementary | 44 |

11. Policy Development

- | | | |
|--------|---|----|
| 11.1 | Policies for Public Consultation
THAT the Board of Education direct staff through the Superintendent to publish the following draft Policies for a 30-day public consultation period. | |
| 11.1.a | XXXX: Emergency Disaster Procedures (P) | 53 |
| 11.2 | Policies For Adoption | |

There are no policies ready for adoption at this time.

12. **Notice of Motion**
13. **Correspondence - Action Required**
14. **Correspondence - For Information**
 - 14.1 **PRIDE Week 2025** 54
 - 14.2 **Board Motion Tracking** 55
15. **External Board Committees**
 - 15.1 **2025-02-18 ACRD Agricultural Development Committee Meeting Minutes** 62
 - 15.2 **2025-04-16 Alberni Clayoquot Health Network Meeting Minutes** 72
 - 15.3 **2025-05-07 Heritage Commission Meeting Minutes** 76
16. **Internal District Committees**
 - 16.1 **2025-05-06 Education Committee Meeting Minutes** 90
 - 16.2 **2025-05-13 Policy Committee Meeting Minutes** 92
17. **Audience Question Period**

This item is reserved for members of the audience to ask questions related to topics discussed on today's agenda. Questions/Comments regarding topics not discussed on today's agenda should be directed to the Board Office via email at pmason@sd70.bc.ca.
18. **Next Meeting**

The next Public Board Meeting will be held on June 10, 2025 at 5:00pm, at the Administration Office Board Room.
19. **Adjournment**

The meeting was adjourned at TIME.



**PACIFIC RIM SCHOOL DISTRICT
PUBLIC BOARD MEETING MINUTES
April 22, 2025, 5:00 p.m.
Administration Office Board Office, Port Alberni**

Pam Craig - Board Chair
Cynthia Orr – Vice Chair (via Teams)
Cherilyn Bray - Trustee
Janis Joseph - Trustee
Larry Ransom - Trustee
Chris Washington - Trustee
Helen Zanette - Trustee
Peter Klaver - Superintendent
Barbara Ross - Secretary Treasurer
James Messenger – Assistant Superintendent
Jaime Hansen - Director of Instruction, Indigenous Education
Marc Fryer - Director of Instruction, International Education and Newcomers
Rob Souther, Principal École Alberni Elementary School
Pam Chandler, Vice Principal École Alberni Elementary School
Ryan Dvorak - ADTU President
Wendy Arnett – ADTU Vice President
Nadine White - CUPE President (via Teams)
Hannah Fletcher - Executive Assistant HR

1. Call to Order/Land Acknowledgement

The Chair acknowledged that we work and learn on the ḥaḥuuli of the Hupačasath (Hupacasath), Huu-ay-aht (Huu-ay-aht), ḷaḡuukʷiḡath (Tla-o-qui-aht), Čišaaḡath (Tseshaht) and the Yuuḷuḡiḡath (Yuu-cluth-aht) Nations.

2. Approval of Agenda

Moved by: Trustee Washington

Seconded by: Trustee Ransom

THAT the Board of Education approves the April 22, 2025, Public Board Meeting agenda as presented.

Carried

3. Conflict of Interest Declaration

There were no conflicts declared.

4. Adoption of Minutes

Trustee Zanette requested the amendment to include Trustee Zanette and Trustee Bray in attendance for the March 11, 2025, Public Board Meeting Minutes.

Moved by: Trustee Joseph

Seconded by: Trustee Bray

THAT the Board of Education approve the March 11, 2025, Public Board Meeting Minutes as amended.

Carried

5. Announcements of the Chair

6. Good News from the Schools

6.1 School Presentation (10 minutes)

Principal of École Alberni Elementary School, Rob Souther, along with Vice-Principal, Pam Chandler, presented the students from the École Alberni Elementary School Indigenous group to introduce themselves and welcome everyone to the evening's Public Board Meeting. Principal Souther noted the group began from the student feedback survey that shared students were learning about Indigenous culture in their classrooms but not as much in the hallways or assemblies. Vice-Principal Chandler took on the task of creating this group to incorporate welcomes and greetings throughout the whole school day.

7. Trustee Statements

Trustee Washington provided a recap of her visit to Ucluelet Elementary School during the previous week and how wonderful and impressed she was with the music teacher and students.

Board Chair Craig provided a recap on her visit to Ucluelet Secondary School for the Tourism Career Fair. She was pleased the students were able to make the connection that tourism also needs chefs and heavy equipment operators. There is more to tourism than being a tour guide.

8. Petitions/ Delegations/ Presentations

There were no petitions / delegations / presentations.

9. Unfinished Business/ New Business

There was no unfinished business.

10. Staff Reports

10.1 Wellness Center Report (15 minutes)

Healthy Schools Manager Kirsten Nesbitt, and Healthy Schools Program Assistant, Claire Boudreau, presented a PowerPoint overview of their Wellness Center Report. Manager Nesbitt and Program Assistant Boudreau responded to questions from Trustees regarding the Growth, Resilience, Acknowledgement, Suicide Awareness, Prevention and Personal Planning (GRASP) program at Alberni District Secondary School.

10.2 Approval of School Calendars (3 minutes)

Moved by: Trustee Washington

Seconded by: Trustee Bray

THAT the Board of Education approve the [2026/2027 and 2027/2028 School Calendars](#) as presented.

Carried

10.3 France Summer Exchange 2025 (10 minutes)

Moved by: Trustee Bray

Seconded by: Trustee Joseph

THAT the Board of Education approve the continuation of the outbound international student exchange to Nantes, France for the summer of 2025, coordinated in partnership with Nantes Pays de Langue Anglaise (NPLA).

Carried

10.4 Spring Fest (10 minutes)

Director of Instruction - Indigenous Education, Jaime Hansen, presented an update for this year's upcoming Spring Fest. Director Hansen did confirm there will be a formal invite sent out from the students soon.

10.5 2025/26 Capital Plan Bylaw (5 minutes)

Trustee Zanette asked where the busses were procured from. Superintendent Klaver responded that the Ministry of Education and Child Care handles the sourcing of organizations that can provide busses.

Moved by: Trustee Bray

Seconded by: Trustee Washington

THAT the Board of Education approve all three readings of the 2025-2026 Capital Plan Bylaw in the April 22, 2025, Public Board Meeting.

Carried

Moved by: Trustee Bray
Seconded by: Trustee Joseph

THAT the Capital Plan 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 March 25, 2025, is hereby adopted.

Carried

Moved by: Trustee Bray
Seconded by: Trustee Washington

THAT this Capital Bylaw may be cited as School District Pacific Rim Capital Bylaw No. 2025/26-CPSD70-01.

Carried

11. Policy Development

11.1 Policies for Public Consultation

Moved by: Trustee Zanette
Seconded by: Trustee Orr

THAT the Board of Education direct staff through the Superintendent to publish the following draft Policies for a 30-day Public Consultation.

Carried

11.1.a XXX Ventilation for Acceptable Air Quality (P)

11.1.b XXX: Integrated Pest Management (P)

11.1.c XXX: Purchasing (P)

11.2 Policies for Adoption

Moved by: Trustee Zanette
Seconded by: Trustee Ransom

THAT the Board of Education adopt the following policies as presented.

Carried

11.2.a XXX: Public Interest Disclosure (P)

11.2.b XXX: Head Lice (P)

11.2.c XXX: Purchasing Card (P)

12. Notice of Motion

13. Correspondence - Action Required

Trustee Washington stated the Uptown Merchant Association has also written a letter of support. There may be funding provided from the FIFA to update the City of Port Alberni's field if selected.

Board Chair Craig stated the Rotary Club has also provided a letter of support.

13.1 Letter of Support - FIFA 2026 Host City

Moved by: Trustee Orr

Seconded by: Trustee Washington

THAT the Board of Education direct staff through the Superintendent to provide a letter of support for the Organizing Committee for FIFA 2026 Activities in the Alberni Valley to submit an official offer to become a host city for the FIFA 2026 World Cup.

Carried

14. Correspondence - For Information

14.1 2025-03-11 City of Port Alberni Council Meeting Summary

14.2 2025-04-10 Ltr re: Advisory Planning Commission Meetings

15. External Board Committees

15.1 2025-04-02 Heritage Commission Meeting Minutes

15.2 2024-11-12 ACRD Agricultural Development Committee

15.3 2025-03-10 Alberni Clayoquot School Food Network

15.4 Alberni Clayoquot Health Network / TOP Table of Partners (Dec 2024/Jan-Mar 2025)

16. Internal District Committees

16.1 2025-04-08 Policy Committee Meeting Minutes

17. Audience Question Period

There were no questions from the audience.

18. Next Meeting

The next regular meeting of the Board of Education will be held on May 27th, 2025, at 5:30 pm, at the School Board Administration Building.

19. Adjournment

The meeting was adjourned at 5:58 pm.

Board Chair

Secretary Treasurer

LAND BASED LEARNING GROUP from
ADSS,
you ROCK !!

Approximately 17 students and teachers
volunteered for 2 hours this past Tuesday,
May 6th at Evergreen Park in Beaver Creek.

They did an awesome job of broombusting
and created a huge pile of cut broom.
Students hauled tarps down the road and
across the bridge. This a difficult terrain & a
heavy, long hauling distance to the road.
Their hard work was impressive, and much
appreciated. The pile is now even larger than
the photo!

With Sincere Thanks,
Broombusters in the Alberni Valley

👏 These are our future volunteers !! 👏



TOFINO-UCLUELET WESTERLY NEWS

WEST COAST HISTORY: The Westerly News looks back at heritage fair winners

Westerly News Staff
May 10, 2025 5:00 AM



The Westerly News on May 7, 2014 celebrated UES student Lily Morgan, whose display about residential schools earned an Education History award at the Alberni Valley Museum's regional Heritage Fair in Port Alberni. Morgan was part of a group of 20 students from UES who participated in the regional fair that year. Morgan's exhibit included quotes from her grandmother, Toquaht First Nation Hereditary Chief Anne Mack, a residential school survivor. (ANDREW BAILEY/ Westerly News) | (ANDREW BAILEY/Westerly News)

[Listen to this article](#)

00:00:49

Lily Morgan was one of 20 students from Ucluelet Elementary School whose projects were chosen for the regional Alberni Valley Museum Heritage Fair in May 2014. Morgan came away from the regional fair

with an Education History award for her display about residential schools.

The judges said this of Morgan's display: Visual aids were very impressive with a wonderful presentation. Good research and well spoken. Subject was very meaningful to her."

Morgan told Westerly News editor Andrew Bailey that her research led her to know more about her grandmother, Toquaht First Nation Hereditary Chief Anne Mack, a residential school survivor. Morgan included quotes from her grandmother in her display as well as her own thoughts and concerns over what she learned about residential schools.

You Won't Believe What Happened on Dragon's Den Canada!

Watch the pitch that shocked the Dragons.

Socketing | Sponsored

[Learn More](#)

British Columbia Residents Aged 40-80 Could Claim This Benefit

Select your age and find out if you're eligible

Seniors Choice | Sponsored

[Click Here](#)

Experts Reveal At-Home Treatment That Targets Nerve Damage Symptoms

Thousands have switched to this at-home therapy — find out why it works.

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How Long Does \$500,000 Last After 65 in Canada?

For those with a \$500k portfolio, download this guide to learn if you are set to live your dream retirement

Fisher Investments Canada | Sponsored

[Learn More](#)

Lifting Our Members Year 2

Working together to support the teachers
and students of the Alberni Valley

Results from the 2025 ADTU membership survey

For more information, contact Ryan Dvorak at lp701@bctf.ca

Photo Credit: Alex Glassey

WE BELIEVE...

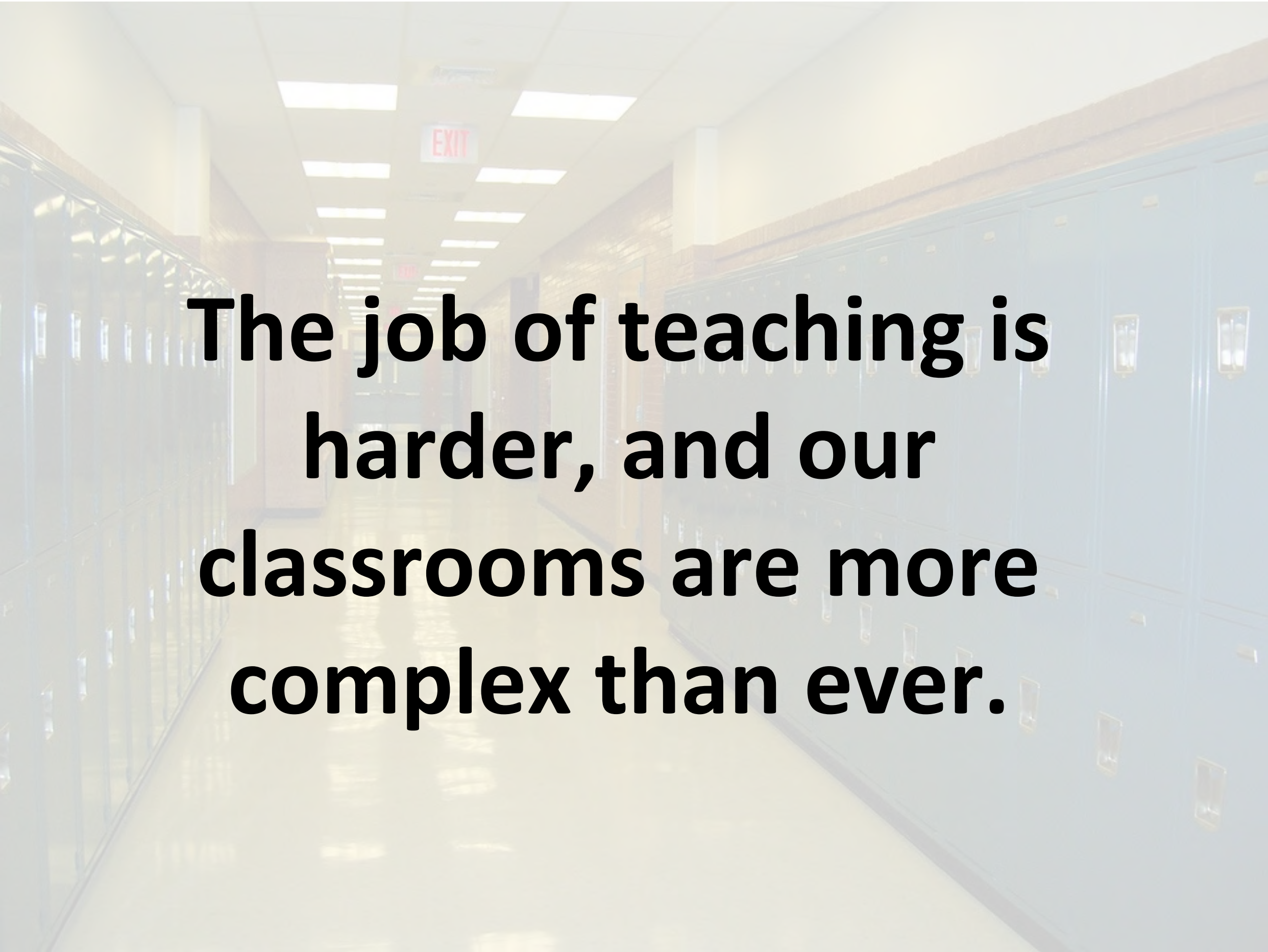
Teachers are the backbone of our education system.

Teachers give their all to nurture, guide, and inspire.

Teachers thrive when they are meaningfully supported.

And when teachers thrive — students thrive.

WE RECOGNIZE...



The job of teaching is harder, and our classrooms are more complex than ever.

We recognize the increasing demands on education at all levels.

We recognize the growing complexity of classrooms and the increasing needs of students.

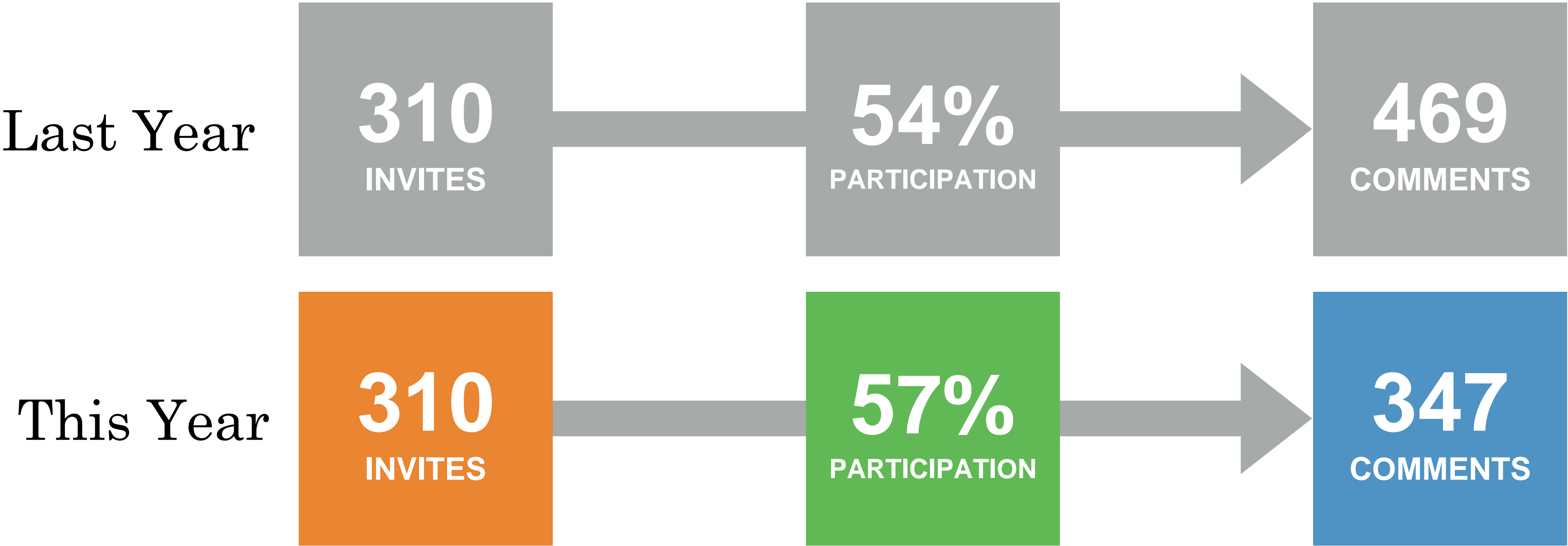
We recognize and appreciate the dedication and hard work of the board and all staff members.

WHAT WE DID

We shared a survey with 310 ADTU members between December 16, 2024 and January 10, 2025. The survey consisted of the same eight questions we used in last year's survey plus 24 questions to assess our members' psychological safety.

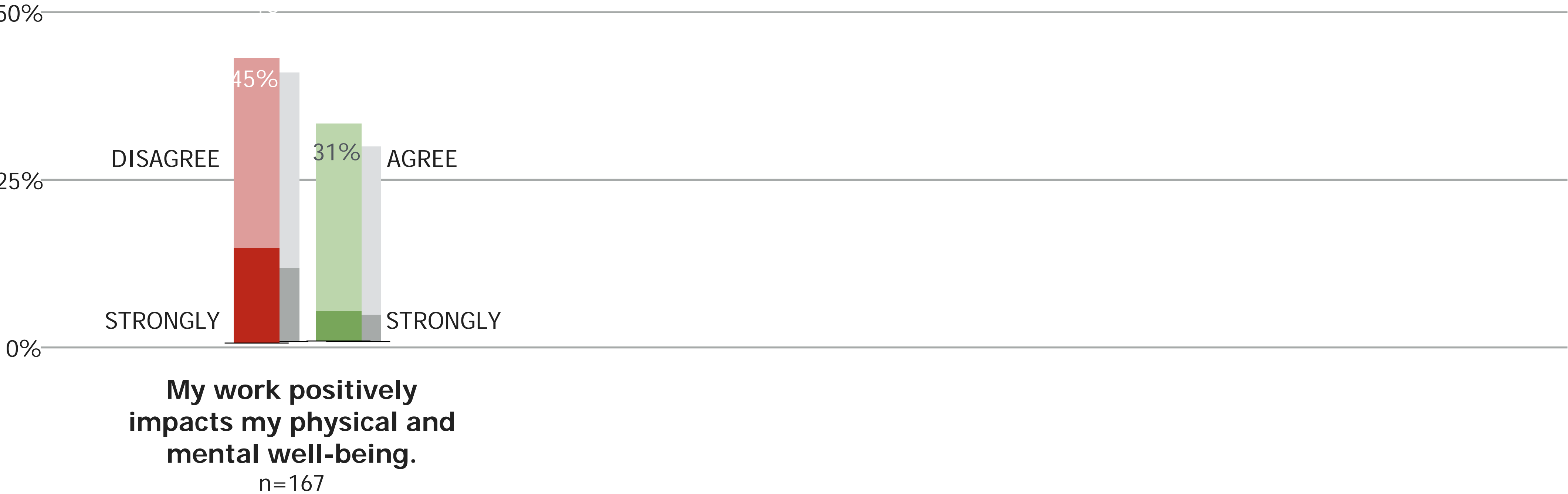
We received 178 responses which is a 57% response rate (up slightly from last year).

In addition, we received 347 comments.



WELLBEING

More teachers say their work negatively affects them (45%) than positively affects them (31%)¹ which is slightly worse than last year (43% and 32%). These numbers are aggregated from the following three questions (grey bars are last year):



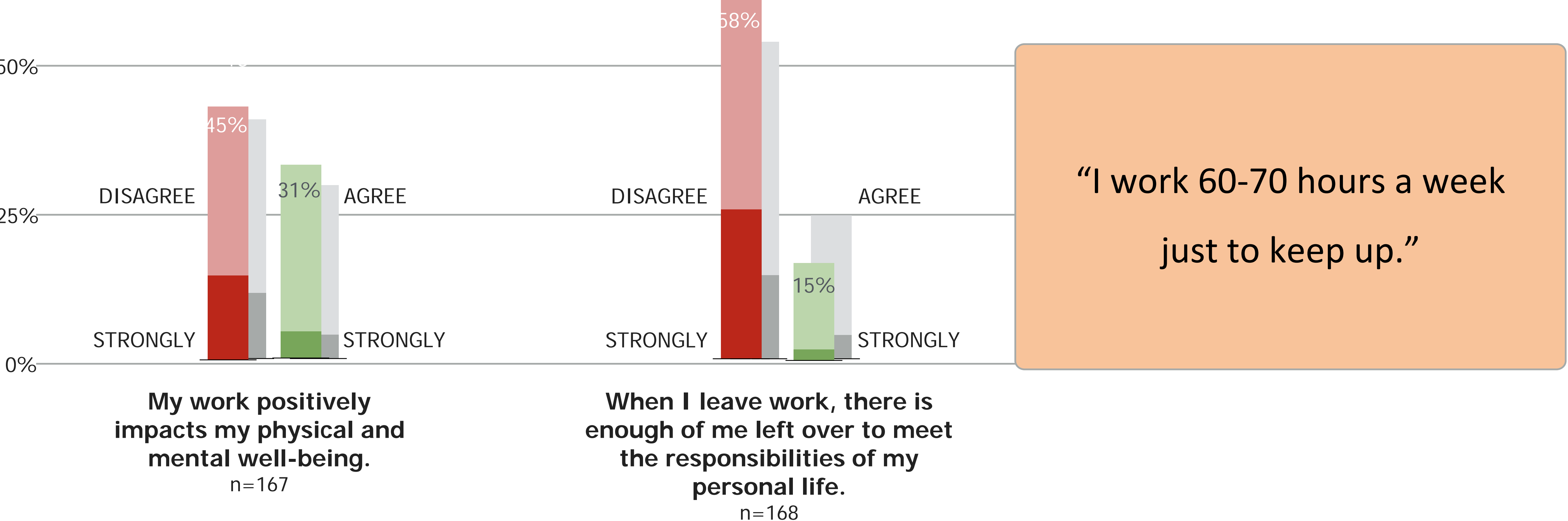
¹ We aggregate these questions to calculate the 45% and 31% values. The underlying values are:

- * My work positively... SD + D = 40%, A + SA = 29%
- * When I leave work... SD + D = 54%, A + SA = 24%
- * I feel valued... SD + D = 36%, A + SA = 42%

² Values may not add to 100% because of rounding. "Neutral" answers are excluded.

WELLBEING

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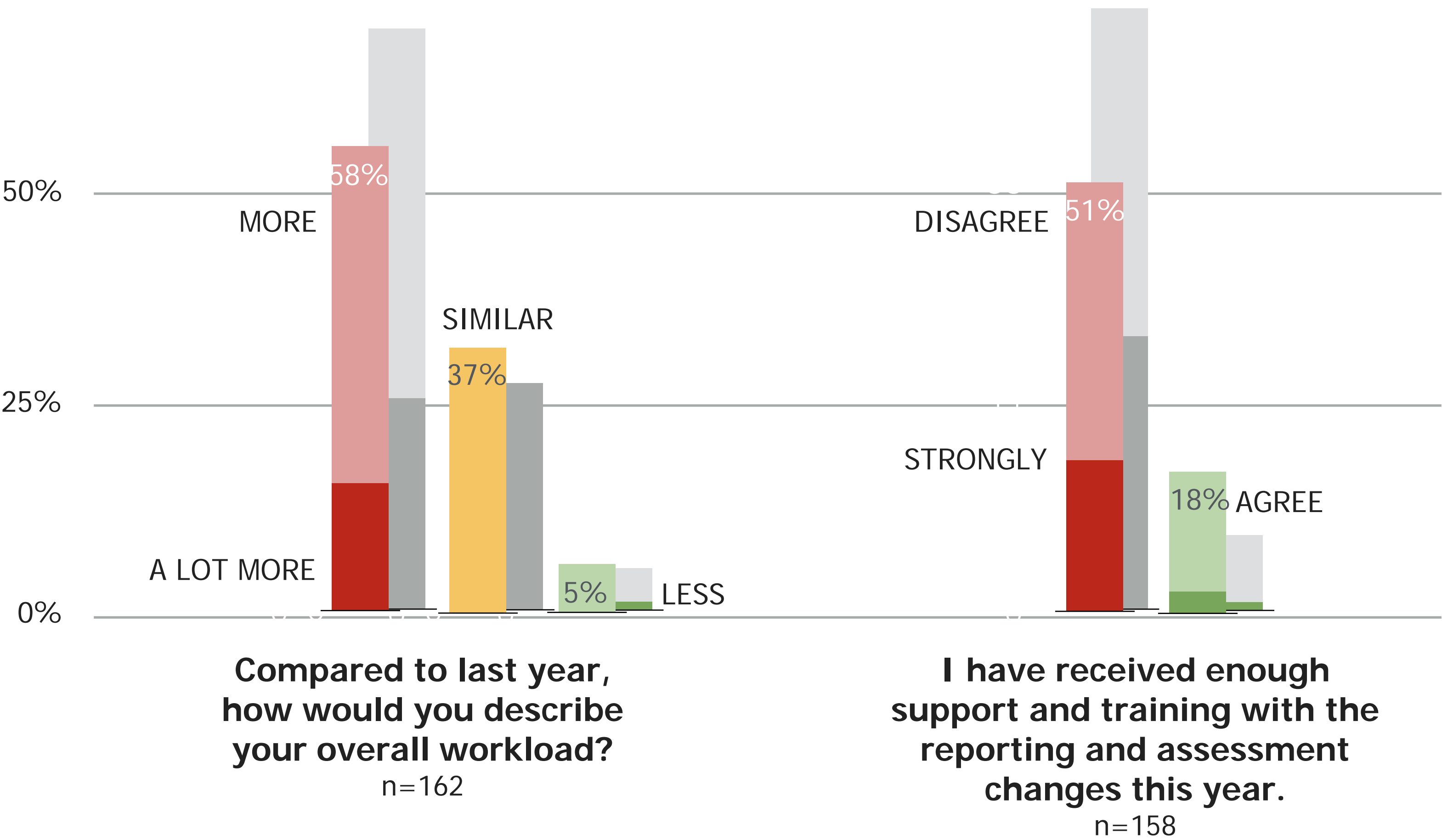
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WORKLOAD & TRAINING

58% of teachers say that their workload has **increased**. 51% say they did **not receive enough training**.⁵ These are both improved from last year which were 69% and 70% respectively.



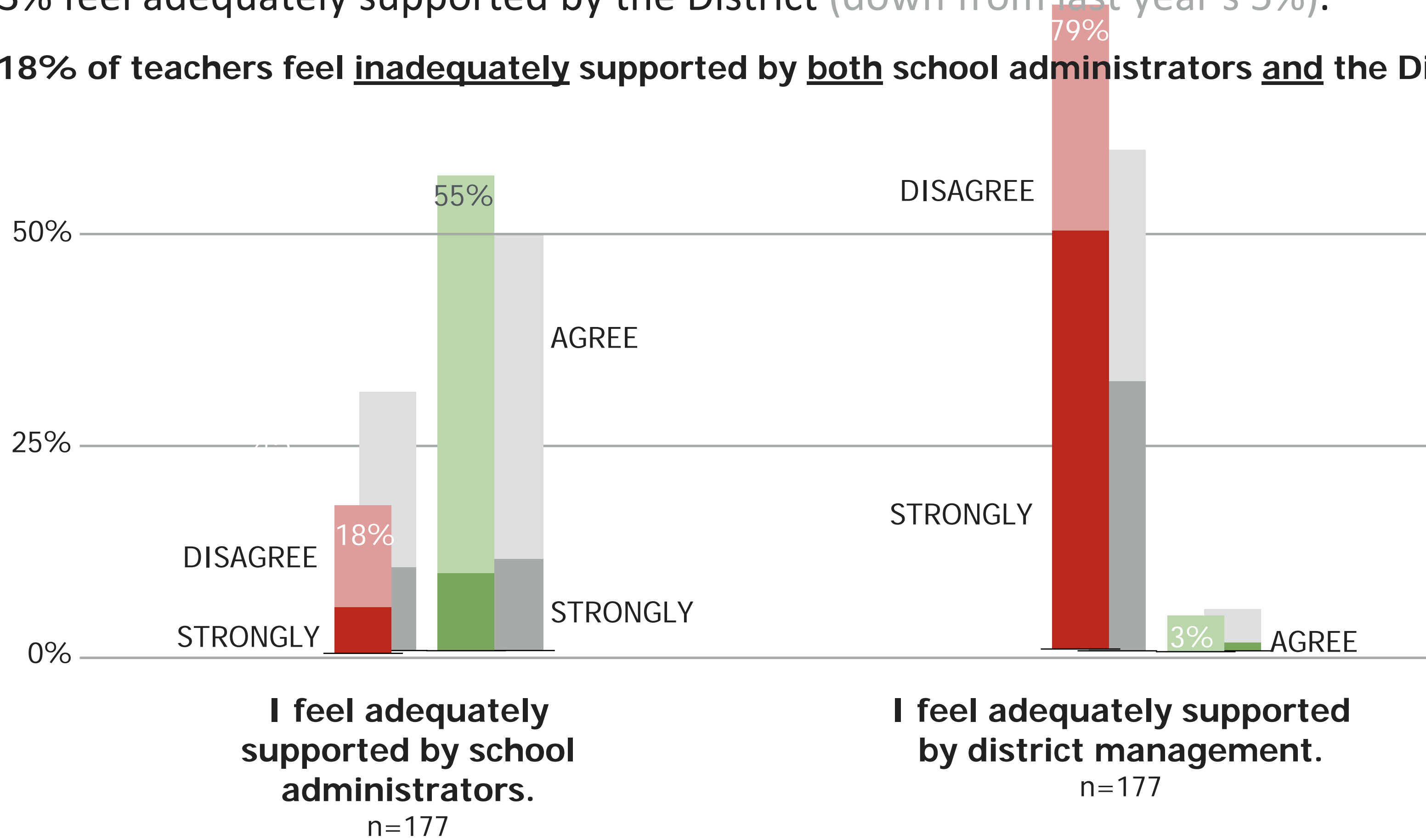
⁵ Values may not add to 100% because of rounding and "Neutral" answers are excluded.

SUPPORT FROM SCHOOL ADMIN & DISTRICT MGMT

55% of teachers feel adequately supported by school administrators (up from last year's 50%).

3% feel adequately supported by the District (down from last year's 5%).

18% of teachers feel inadequately supported by both school administrators and the District (down from last year's 28%).



“District management seems disconnected from the staffing realities in schools. They rely on us to do the work of multiple people. This takes a big toll on mental/emotional health and our capacity to actually do the teaching part of our job to the best of our ability.”

“My admin has been incredibly supportive. I am sure I would have quit if it had been otherwise.”

NOTE Values may not add to 100% because "Neutral" answers are excluded.

Voices from the Classroom

**Four persistent challenges
reported by teachers across the district:**

Overloaded

Increasing demands — including documentation, assessment, and supervision — are stretching teachers beyond sustainable limits.

Under Supported

Insufficient staffing, limited classroom support, and inconsistent communication are leaving teachers without the help they need.

Undervalued

Many teachers feel appreciated by students and colleagues, but their professional expertise is often overlooked.

Unwell

The cumulative effect of stress, long hours, and unmanageable expectations is harming teacher well-being and work-life balance.

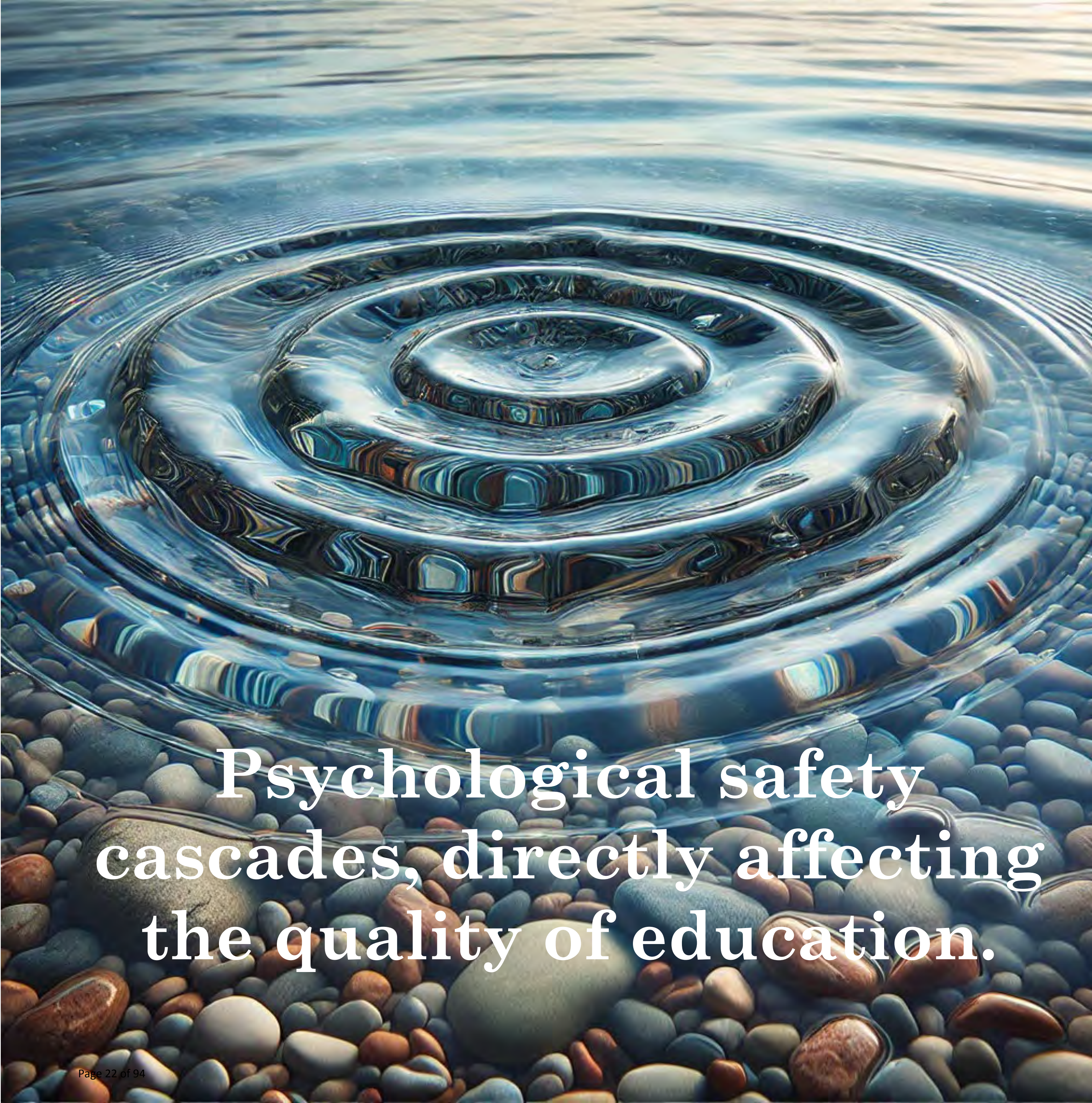


A thematic analysis of over 100 open-ended comments from the 2024–25 ADTU Member Survey revealed these four recurring themes across grade levels, schools, and roles.

Psychological Safety

Psychological safety is the confidence to **speak up, share ideas, and ask questions** without fear of embarrassment or punishment.

It's shaped by administrators, policies, and workplace culture—**when teachers feel safe, students benefit.**



Psychological safety
cascades, directly affecting
the quality of education.

Why is Psychological Safety Important?

**High Psychological Safety
→ Positive Outcomes**

Leave

Exclusion

Compliance

Protective

Resistant

Stay

Belonging

Innovation

Performance

Resilience

**Low Psychological Safety
→ Negative Outcomes**

PSYCHOLOGICAL SAFETY: DISTRIBUTION OF INDIVIDUAL SCORES

Each dot is one individual's average P.S. score. We applaud scores > 75. Scores below 75 are usually not optimal. Scores below 50 may be worrisome.



Building the Path Forward

Survey Results Confirm:

Our teachers feel overwhelmed, unsupported, and undervalued.

The Clearest Themes:

Unsustainable workload and
Eroding Psychological Safety

Better Support, Better Outcomes:

Across Canada, districts are reducing burnout and boosting student success by addressing teacher workload and fostering psychological safety—through collaborative, educator-informed policy.

Building the Path Forward

We're not asking the Board to fix this overnight—we're asking you to walk with us across this bridge by building a shared framework, together.

A photograph of a classroom with a teacher's desk, a whiteboard, and student desks in the foreground.

Our Proposed Path Forward

We propose **forming a working group** to co-create a workforce value and support policy, composed of:

- Trustees
- Senior district staff
- Teacher representatives

To **co-develop a district policy** that:

- Improves workload sustainability** through structural improvements
- Enhances psychological safety** through supportive leadership practices
- Aligns district operations with research-based practices** that empower educators

A photograph of a classroom. In the foreground, there are several student desks with blue chairs. One desk has a blue notebook and a yellow pencil. In the background, there is a teacher's desk with various items on it, including a red apple. Behind the teacher's desk are two whiteboards; the one on the left is decorated with a colorful border. The room has a drop ceiling with fluorescent lights.

Building a Sustainable Future Together

We believe that the best policies are not written for educators—they are written *with* them.

We ask the Board to endorse a working group to co-create a Workforce Value & Support Policy focused on:

- making teacher workloads more manageable
- improving psychological safety in our schools

Supporting teacher well-being and sustainability is a shared opportunity to strengthen our schools.

Lifting Our Members Year 2

Working together to support the teachers
and students of the Alberni Valley

Results from the 2025 ADTU membership survey

Thank You

For more information, contact Ryan Dvorak at lp701@bctf.ca

Photo Credit: Alex Glassey



PACIFIC RIM SCHOOL DISTRICT PUBLIC BOARD MEETING ACTION SHEET

Date: May 27, 2025
To: Board of Education
From: Paula Mason, Manager of Corporate Services
Subject: Trustee Bursaries

Background

Each year the Board of Education Trustees present eligible students with Trustee Bursaries. As per the Trustee Bursary Policy (P) bursaries are awarded to individuals who have good records of achievement and are planning on attending a public post-secondary institution. They are based on financial need, community volunteerism and/or social justice involvement.

Discussion

The following bursaries are awarded each year, with the bursary amount for the 2024/25 school year having been set to \$1,000 per bursary:

- 1 x Indigenous Learner (Alberni District Secondary School, Eighth Avenue Learning Centre, Bamfield Community School **or** Ucluelet Secondary School)
- 2 x Alberni District Secondary School
- 1 x Ucluelet Secondary School
- 1 x Eighth Avenue Learning Centre **or** Bamfield Community School

This year a request has come to the Trustee Bursary Committee to consider separating the usually combined bursary that goes to a student from either Eighth Avenue Learning Centre or Bamfield Community School, into a bursary for a student from each of the two schools.

This request comes as a one-time only consideration and if approved for the 2024/25 school year, would not change the policy mentioned above, for future years. The Committee has verified with the Finance Department that the funds are available to accommodate this request and would like the Board to consider approving the request for this school year only.

Recommended Motion

THAT the Board of Education direct staff through the Superintendent, to separate the usually combined \$1,000 Trustee Bursary that goes to a student from either Eighth Avenue Learning Centre or Bamfield Community School into two bursaries of \$1,000 each, one for each of the two schools, for the 2024/25 school year only.



PACIFIC RIM SCHOOL DISTRICT

Public Board Meeting

INFORMATION SHEET

Date: 27-May-25
To: **Board of Education**
From: Alex Taylor, Acting Director of Operations
Subject: Alberni District Secondary (ADSS) Fire

Background

On Thursday May 8th at approximately 6:45am two staff members were alerted of a fire near mechanical room # 7. The two senior employees assisted with a few other occupants' evacuation of the building.

Through our employees and fire notification system, the RCMP and Fire Departments were on scene quickly. The fire suppression system was able to put out the fire in the Mechanic shop US classroom before widespread damage occurred.

Our communication team closed ADSS for the day and pushed out district wide communication pieces internally and externally. The Transportation department diverted connecting bus routes to ensure no impact on elementary school students.

District operations and maintenance crews assisted the Fire Department in securing the fire suppression system and fire scene while the investigators completed their work. By 9am the scene was secure and clean up and remediation work began.

By 10am the insurance representative for School Protection Services (SPP) was onsite and transferred the scene investigation over from the Fire Department.

By 11am Valet Restoration was onsite and installing dehumidifiers and fans to prevent as much water/ fungal growth concerns. Water/ fire remediation of the school will continue throughout the summer.

Information

The fire investigator and the Insurance investigator both believe that a hot glue gun was left plugged in overnight. The hot glue gun was on, or close to, some paper or other flammable material which caused the fire to spread.



PACIFIC RIM SCHOOL DISTRICT PUBLIC BOARD MEETING INFORMATION SHEET

Date: May 27, 2025
To: Public Board Meeting
From: Assistant Superintendent James Messenger
Subject: K-12 Literacy Supports Initiative and Literacy Professional Learning Grant

Background

The Ministry of Education and Child Care has awarded Pacific Rim School District a **\$238,867 K-12 Literacy Professional Learning Grant** to strengthen literacy instruction and supports for students, staff, and families. This initiative is part of the provincial K–12 Literacy Supports Initiative.

This funding will help our district advance literacy practices and meet ministry expectations around screening, intervention, and professional development.

District Approach

The Pacific Rim School District is undertaking the following key actions to support this initiative:

- Appointment of Stephanie Spring as Vice Principal of Learning and Innovation with a focus on Literacy to provide district-level leadership and coordination.
- Engagement with staff through surveys and collaborative planning meetings with district teachers and educators to identify professional learning needs and current practice strengths.
- Collaboration with Island school districts and participation in provincial Communities of Practice to share strategies and approaches.
- Development of a district literacy professional learning plan to be submitted to the Ministry by July 15, 2025, in accordance with the grant requirements.

Ministry Requirements

As part of the grant agreement, SD70 will:

- Deliver professional learning in evidence-based literacy instruction, screening, and intervention.
- Provide literacy resources and information for families.
- Report on progress through the Enhancing Student Learning Report.
- Participate in provincial Community of Practice meetings.
- Fully expend the funding by **June 30, 2027**, with reporting checkpoints in 2026 and 2027.

Next Steps

- Finalize and submit the district professional learning plan to the Ministry by July 15, 2025.
- Continue staff engagement and planning sessions.
- Begin implementation of professional learning opportunities and collaborative planning in Fall 2025.



PACIFIC RIM SCHOOL DISTRICT PUBLIC BOARD MEETING INFORMATION SHEET

Date: May 27, 2025
To: Public Board Meeting
From: Assistant Superintendent James Messenger
Subject: Enhancing Student Learning Report Data Update

Background

The [Enhancing Student Learning Report 2024](#) (ESLR) provides the framework guiding the Pacific Rim School District's continuous improvement cycle focused on student success and equity.

Provincial data and the data from each school district across British Columbia are posted publicly on the Ministry's [Student Success Website](#) along with other data indicators.

Current Focus

1. Planning & Consultation:

We are completing spring consultations with rightsholders and partners (IEC, DPAC, Education Committee, school leaders) to inform updates to our Operational Plan and 2025 ESLR (due September 30).

2. Strategic Actions:

- Professional Learning: A coordinated, system-wide calendar supports alignment with district goals and minimizes scheduling conflicts.
- Plan Alignment: Tools and schedules are in place to connect the Strategic Plan, Operational Plan, and School Plans.
- Operational Focus: Fewer, high-impact goals are being emphasized for greater clarity and accountability.
- Ministry Engagement: Staff are participating in "Framework in Action" sessions focused on equity, data literacy, and planning.

New Data Highlights

1. Provincial Reports:

- 2024 Enhanced District Report: Summarizes trends in achievement, well-being, and equity.
- Middle Years Development Instrument (MDI): Grade 4, 7, and 8 reports provide insight into student well-being and developmental needs.

2. District-Level Data:

- Key Indicators: Updated visuals show FSA and completion rate trends, emphasizing gaps for Indigenous students, students with disabilities, and children in care.
- Local Assessments: Spring classroom data is being collected to inform instruction and triangulate results.

Despite efforts, achievement gaps persist—reinforcing the urgency of targeted, equity-focused strategies.

Next Steps

1. Finalizing 2025 ESLR:

Data review and feedback will continue before finalizing the report.

2. Ongoing Initiatives:

- Literacy Initiative: Launching an Early Primary Literacy Framework, led by new District VP Stephanie Spring.
- Professional Learning Review: Staff survey (in collaboration with ADTU) will shape program improvements.
- UDL Expansion: Partnership with Dr. Leyton Schnellert to support inclusive instructional practices.
- Data Tracking: Improved systems to monitor intervention impact and resource alignment at the school level.

References:

- [Abbreviated Key District Indicator Data](#)
- [Operational Plan as presented in September ESLR](#)
- [Enhancing Student Learning Report Workplan](#)
- [School Plan Process](#)
- [District Grade 4 MDI Report](#)
- [District Grade 7 MDI Report](#)
- [District Grade 8 MDI Report](#)
- [Pacific Rim School District's Enhancing Student Learning Report 2024](#)
- [SD70 ESLR Feedback Report](#)
- [Ministry of Education Student Success Website](#)
- [2023/2024 How are we doing? Report](#)
- [Pacific Rim School Districts School Plans Posted to the Website](#)



PACIFIC RIM SCHOOL DISTRICT PUBLIC BOARD MEETING ACTION SHEET

Date: May 27, 2025
To: Board of Education
From: Paula Mason – Manager of Corporate Services
Subject: 2025/26 Transportation Assistance Rates / Boarding Allowance Rates

Background:

Transportation Assistance rates and Boarding Allowance rates are set annually by the Board of Education.

Discussion:

Transportation Assistance rates are calculated as 40% of the current BCSTA travel reimbursement rate, which in 2025 is \$0.72/km. This would see a 3.5% increase from the current rate of \$0.28/km to \$0.29/km. The maximum Daily Assistance rate of \$25.75 will also increase by 3.5%, bringing it to \$26.65 per day.

In line with this, staff are seeking a 3.5% increase in the school district's Boarding Allowance, which is used to better support students and their families amid rising living costs. This increase aims to align the Boarding Allowance with current economic conditions and reduce financial strain on families. It underscores the Board's commitment to the well-being and success of our students.

This proposes an increase of \$30.63 per student/month, from \$875.00/month to \$905.63/month. Currently, we don't have any student's availing of the Boarding Allowance program.

Recommended Motion:

THAT the Board of Education approve the rate of \$0.29 per kilometer, with a maximum of \$26.65 per day per family, as the Transportation Assistance Rates for the 2025/26 school year.

THAT the Board of Education approve an increase of \$30.63/month (to \$905.63/month) as the maximum Boarding Allowance amount an eligible student is entitled to, during the 2025/26 school year, with eligibility being defined by the Eligibility section of 3306: Boarding Allowance (AP).



PACIFIC RIM SCHOOL DISTRICT IN-CAMERA BOARD MEETING INFORMATION SHEET

Date: May 27, 2025
To: Board of Education
From: Carla Neville, Controller
Subject: Appointment of the Auditor

Background:

In 2024, the District updated the Terms of Engagement with KPMG LLP Chartered Professional Accountants. Generally, engagement letters are updated every 5 years unless there have been significant changes.

Discussion:

We have engaged KPMG LLP Chartered Professional Accountants for the 2024/25 year-end. Staff will work with the auditors to develop an audit plan and provide the necessary information for the auditor to complete their audit as per Canadian Generally Accepted Auditing Standards.

We will be putting the audit out to tender for the 2026 year-end.



PACIFIC RIM SCHOOL DISTRICT PUBLIC BOARD MEETING ACTION SHEET

Date: May 27, 2025
To: Board of Education
From: Paula Mason, Manager of Corporate Services
Subject: Disposal of Real Property Bylaw

Background

On April 8, 2025, following an extensive public consultation process, the school district received Ministerial approval to dispose of the property located at 3816 Anderson Avenue. (Legal description: LOT 1, DISTRICT LOT 1, ALBERNI DISTRICT, PLAN 17004)

Information

Foundry BC has awarded a Foundry Center to Port Alberni in its Phase 5 Expansion, funded by the Ministry of Mental Health and Addictions. ADAPS Youth and Family Services (ADAPS) has entered into an operating agreement to be the host organization and operator of the Port Alberni Foundry. The subject property on Anderson Avenue would provide a great base for the development of this initiative.

Should ADAPS purchase 3816 Anderson Avenue, it is their intention to make structural and cosmetic additions and upgrades to the building and property for its use as a Foundry Center. The Port Alberni Foundry will host a hub model for services, focusing on primary care and sexual health, mental health, substance use, and social service. ADAPS and several of its service partners will co-locate at this site.

A Purchase Agreement is currently being drafted and will be reviewed and revised by each party's legal counsel, prior to review by district staff. One of the agreed-upon conditions of sale will be a successful feasibility study, confirming for ADAPS that this property is an appropriate site for the Foundry.

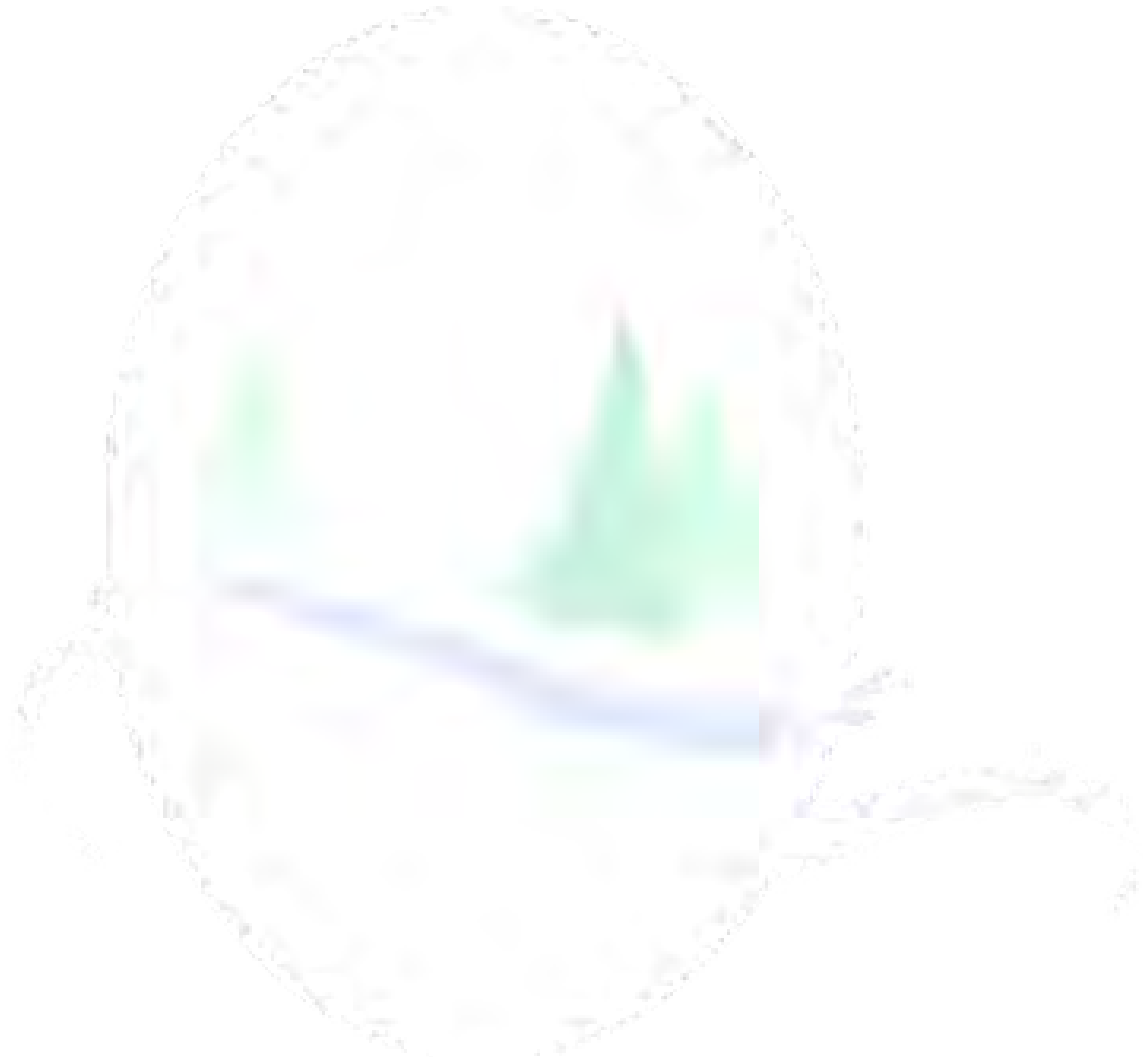
Regardless of who purchases the property, in accordance with the *Disposal of Land or Improvements Order*, Boards are required to provide the Ministry with a copy of a final Disposal Bylaw. As such, and in preparation for finalizing Vendor's conditions of sale in a future Purchase Agreement, I bring forward the *Disposal of Real Property Bylaw* for your approval. Once a sale has been completed, notification will be provided to the Ministry, along with the adopted bylaw.

Recommended Motions

THAT the Board of Education approve all three readings of Disposal of Real Property Bylaw No. 2025-1 in the May 27, 2025 Public Meeting of the Board.

THAT this Disposal of Real Property Bylaw may be cited as Board of Education of School District No. 70 (Pacific Rim) Disposal Of Real Property Bylaw No. 2025-1.

THAT it be resolved as having been read a first, second and third time as provided for in the bylaws that the Board Chair and the Secretary-Treasurer be authorized to execute this Bylaw on behalf of the Board.





THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 70 (PACIFIC RIM)

DISPOSAL OF REAL PROPERTY BYLAW NO. 2025-01

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

AND WHEREAS pursuant to Section 96 (1) of the *School Act*, “land” includes any interest in land, including any right, title or estate in it of any tenure;

AND WHEREAS section 96 (3) of the *School Act* provides that a board of education may dispose of land or improvements, or both, subject to the orders of the minister;

AND WHEREAS section 3 of the Disposal of Land or Improvements Order provides that boards 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;

AND WHEREAS section 5 of the Disposal of Land or Improvements Order provides that the Minister may approve, with any terms and conditions, a disposition of land or improvements;

NOW THEREFORE be it resolved that the Board of Education of School District No. 70 (Pacific Rim) hereby authorizes the sale of the property located at 3816 Anderson Avenue, Port Alberni, British Columbia, and legally described as Lot 1, District Lot 1, Alberni District, Plan 17004.

The Board of Education confirms that the property will not be required for future educational purposes in School District No. 70 (Pacific Rim).

This bylaw may be cited as School District No. 70 (Pacific Rim) Disposal of Real Property Bylaw No. 2025-01.

Read a first time this 27th day of May, 2025.

Read a second time this 27th day of May, 2025.

Read a third and final time, passed and adopted this 27th day of May, 2025.

Chair

Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 70 (Pacific Rim) Disposal of Real Property Bylaw No. 2025-01 adopted by the Board of Education this 27th day of May, 2025.

Secretary-Treasurer



PACIFIC RIM SCHOOL DISTRICT PUBLIC BOARD MEETING ACTION SHEET

Date: May 27, 2025
To: Board of Education
From: Paula Mason, Manager of Corporate Services
Subject: Meeting Recordings & Approval of 2025/26 Public Board Meeting Schedule

Background

Traditionally, the school district has provided public access to the Public Board Meeting minutes via our website as soon as they have been reviewed and approved. Each year an annual Public Board Meeting Schedule is approved and published by the Board Of Education advising the dates/times of Public meetings for the upcoming school year. Members of the public are encouraged to attend, either in-person or virtually.

Discussion

Meetings Minutes and Recordings

To enhance transparency and improve public access to Board and Committee proceedings, we are moving to a new format. While agendas and minutes will continue to be posted on our website, minutes will now focus on clear, action-based outcomes, rather than detailed narrative summaries.

Although members of the public are not invited to attend/participate in committee meetings, in an effort to ensure the community can follow the conversations and context behind Board decisions, video recordings of meetings, including the Finance and Operations Committee, Education Committee, and Policy Committee, will be made available for viewing on our website within 48 hours of each meeting. These recordings will be in addition to the continued practice of including Committee minutes in the Public Board Meeting agendas each month.

Please note that while meeting recordings will be posted promptly, the official meeting minutes will be uploaded to the website once they are formally approved at the following month's Public Board Meeting. In-Camera meetings, which address sensitive topics related to land, legal or labor matters, will remain confidential and unavailable for public viewing.

Agendas, Minutes and Recordings can be found on the school district website, under the Governance tab. www.sd70.bc.ca/page/1844/agendas-and-minutes

2025/26 Public Board Meeting Schedule

Attached is a proposed calendar for the upcoming 2025-2026 school year. This calendar allows for

- 3 x Finance & Operations Committee meetings;
- 3 x Policy Committee meetings;
- 3 x Education Committee meetings;
- 10 x In-Camera Board meetings; and
- 10 x Public Board meetings

during the 10-month school year.

It provides 2 hours for each meeting, to ensure enough time for discussion and questions, versus the 1-1.5 hour meetings currently scheduled.

Meetings will start at 3:30pm and end at 5:30pm, providing a better work/life balance for those who work all day, including members of the public. It is our hope that having the ability to watch meeting recordings at your leisure will increase all forms of participation, despite having busy lives and other commitments.

It is staff's recommendation to hold dedicated days for fulsome meetings during business hours versus multiple extended back-to-back meetings that continue well into the evenings. Wading through hours of preparing and reading multiple agendas can become very time consuming and leaves less time to focus on the work being done.

Student Voice

Another change to our meeting format, will be the re-naming of the "Good News from Schools" standing agenda item to "Student Voice". Although we absolutely love getting updates from the schools each month, we'd like to invite students from each school to start attending the monthly Public Board Meetings. Our hope is that this agenda item will provide a forum for students to provide presentations of all kinds, to practice their public speaking, to advocate for things they would like to see happening, to participate in shaping their community...depending on their age.

Next Steps

Should the proposed schedule be adopted this evening, staff will post it to the school district's website, develop a schedule of agenda setting dates for each meeting, forward the schedule to all partner groups, and forward to school administrators letting them know which schools will be highlighted in the Student Voice portion of each month's agenda.

Recommended Motion

THAT the Board of Education approve the proposed 2025/26 Board and Committee Meeting Schedule as presented.

draft Board & Committee Meeting Schedule 2025/26

	September	October	November	December	January	February	March	April	May	June	July	August
2 nd				Policy Committee 3:30 – 5:30pm								
3 rd						Education Committee 3:30 – 5:30pm	Policy Committee 3:30 – 5:30pm					
4 th			Education Committee 3:30 – 5:30pm									
5 th									Education Committee 3:30 – 5:30pm			
6 th					Finance & Operations Committee 3:30 – 5:30pm							
7 th		Policy Committee 3:30 – 5:30pm						Finance & Operations Committee 3:30 – 5:30pm				
9 th	Finance & Operations Committee 3:30 – 5:30pm			In-Camera Meeting 3:30 – 5:30pm						In-Camera Meeting 3:30 – 5:30pm		
10 th							In-Camera Meeting 3:30 – 5:30pm					
16 th	In-Camera Meeting 3:30 – 5:30pm			Public Meeting 4:00 – 6:00pm								
17 th						In-Camera Meeting 3:30 – 5:30pm						
18 th			In-Camera Meeting 3:30 – 5:30pm									

	September	October	November	December	January	February	March	April	May	June	July	August
19 th									In-Camera Meeting 3:30 – 5:30pm			
20 th					In-Camera Meeting 3:30 – 5:30pm							
21 st		In-Camera Meeting 3:30 – 5:30pm						In-Camera Meeting 3:30 – 5:30pm				
23 rd	Public Meeting 4:00 – 6:00pm									Public Meeting 4:00 – 6:00pm		
24 th						Public Meeting 4:00 – 6:00pm						
25 th			Public Meeting 4:00 – 6:00pm									
26 th									Public Meeting 4:00 – 6:00pm			
27 th					Public Meeting 4:00 – 6:00pm							
28 th		Public Meeting 4:00 – 6:00pm						Public Meeting 4:00 – 6:00pm				
31 st							Public Meeting 4:00 – 6:00pm					

Showcasing the

ARTSTARTS PROGRAM



ARTSTARTS



We believe in a world where art is essential in educating our young people.

ArtStarts in Schools provides innovative arts programs for young people, practical resources for teachers and artists, and leadership in advocacy for arts in education.



Grants to Support Schools and School Districts

Artists in the Classroom grants bring professional artists into schools for rich, hands-on learning experiences. Through ALC, artists and educators collaborate to expand the role of arts in education and activate learning for young people across BC.

Artists in Education grants support school districts' artistic programming (performances, workshops, residencies). School district representatives in BC are eligible to apply for this grant.



\$8000 FOR SD70!

Grant Outcomes for Students, Artists, and Educators



- Introduce young people to arts-based workshops, performances, and residencies with educational impact.



- Facilitate communication between the arts and education communities by developing mutual awareness, respect and appreciation of arts-based learning.



- Establish professional standards for arts practices and presentations in schools.



WHAT THE GRANT COVERS



Professional Artist Fees

70% for B.C. based artists; 40% for out-of-province artists within Canada.



Transportation Expenses for Remote Areas

Grant Applications can cover up to 50% of transportation expenses for artists travelling to schools and up to 50% for students travelling to arts events in remote areas.



Conference Fees

We cover up to 100% of conference fees, travel, and accommodation to attend any BC-based Arts and Culture Showcase, including ArtStarts Showcase and Pacific Contact.



SHOWS BOOKED THIS YEAR

6184.84 = paid for in grants
2649.44 = paid for by the booking schools.



ADSS (USS)

The Shape of a Girl
Green Thumb Theatre



UES, EJD, TES, AES

The Mixolydian
Green Thumb Theatre



WICK, MAQ, JH, TES

Presto!
Nayana Fielkov



SHOWS BOOKED THIS YEAR



TES AND ProD for Teachers!

Rhythm Resource
Daniel Duggan
(
Paid for by
ADTU)



Bamfield, 8th Ave, Strong Start

Have all booked in the past.

THE BOOKING PROCESS



Complete Grant application to secure funding.
After attending showcase, I create a short list of artists
and send it to administrators.



Communicate with school (site) administration as to
their school arts goals and desires for the kind of artists
they would like to invite to their schools.



Work with artists' agents and booking teams, other
district contacts, the artists themselves to create and
confirm bookings for our district.



Be the contact person for artists and administration.
Complete Year-End reports for Artstarts.



OTHER OPPORTUNITIES

1094.40 = paid for entirely in grant: TTOC, conference cost and travel costs.



Showcase: Networking & Block Booking



Adjudicating: Selecting for Showcases

Zoom Meeting

Megan (she-her)

Miriam, BC Live

Daune Campbell

Dance West Network

Pacific Contact Fringe Award

BC Touring Council

Calendar

Post Attendee - Zoom

Apps with Marks

I Want to Showcase: Control

Sign in

bctc.iwanttoshowcase.ca/index.php/apps-with-marks?genre=15

Hi Miriam Manley, Log out

Home

Committee Home

Admin

Apps with Marks

Selected Artists

All Showcase Applications with Total Marks

Click on any header to sort by that column. You can filter any column by using the search boxes under each header.

Genre Filter Theatre Apply

ID	Performer	Prov	Category	SubGenre	Shortlist?	Total	Andrew	Xin Xuan Song	Shannon	Megan	Daune	Jane	Gordon	Cicela	Mya
22581	Rebecca Northan	ON	Theatre	Comedy		31	0	0	0	8	15	8	0	0	0
22552	Marlene	BC	Theatre	Comedy		30	0	0	0	7	16	7	0	0	0
22517	Tayo Aluko		Theatre	Musical Theatre		48	0	0	0	15	16	17	0	0	0
22444	Souvenir: a fantasia on the life of Florence Foster Jenkins	BC	Theatre	Opera		50	0	0	0	19	16	15	0	0	0
22440	K.I.A. Productions	BC	Theatre	Traditional		44	0	0	0	15	14	15	0	0	0
22428	Katie-Ellen Humphries	BC	Theatre	Comedy		50	0	0	0	15	18	17	0	0	0
22425	Margo	BC	Theatre	Comedy		42	0	0	0	6	16	20	0	0	0
22405	Jan Kudelka	BC	Theatre	Traditional		29	0	0	0	8	12	9	0	0	0
22400	Christopher Gamble	AB	Theatre	Circus		10	0	0	0	0	10	0	0	0	0
22344	You Could Be My Safe Space - Dave Deveau & JD Derbyshire	BC	Theatre	Popular		43	0	0	0	8	17	18	0	0	0
22321	Solo Chicken Productions	NB	Theatre	Mime/Physical		21	0	0	0	0	13	8	0	0	0
22311	The 11 O'clock Number	AB	Theatre	Musical Theatre		42	0	0	0	15	13	14	0	0	0
22298	Affair of Honor	BC	Theatre	Mime/Physical		35	0	0	0	16	11	8	0	0	0

UPDATE: MAY 2025



BRITISH COLUMBIA
ARTS COUNCIL



BRITISH
COLUMBIA



\$720.76 remaining for 2025-26



QUESTIONS?



XXX: EMERGENCY DISASTER PROCEDURES (P)

Approved: 87 06 02
Amended: 92 06 02
Amended: 14 10 21
Draft: 25 05 13

POLICY

The Board of Education believes planning for emergencies is a priority for schools. The Board of Education expects schools, with support from the district staff, to regularly review and update their emergency plans and to communicate emergency plans with staff, students and parents. Emergency procedures will comply with all relevant legislation including the BC Fire Code and will follow recommendations for emergency preparedness as outlined by Emergency Management BC.

The Board of Education expects that each school district facility to have adequate first aid supplies, flashlights, food, water and blanket supplies to sustain students and employees for a minimum of 72 hours.

REFERENCES AND RESOURCES

XXXX: Emergency Disaster Procedures (AP)



May 14, 2025

Pacific Rim School District
4690 Roger Street
Port Alberni, BC
V9Y 3Z4

Attention: Pam Craig, Board Chair

Dear Pacific Rim School District Trustees,

Re: June 2-6 PRIDE Week

I am writing to you today as the SOGI Lead for Pacific Rim School District.
This year, PRIDE Week is June 2-6, 2025.

Let me know if you have any questions.

Sincerely,

Lynn Brown
Manager Mental Health & Wellness
250-720-9116

Board Goals

1. Remain committed to the Calls to Action of the Truth and Reconciliation Commission and BC’s Declaration of the Rights of Indigenous People Act as ongoing priorities.

2. Promote Indigenous ways of knowing and being and the BC First Peoples’ Principles of Learning across all curriculum areas.

3. Maintain and enhance meaningful relationships with Nuu-Chah-Nulth First Nations and the Metis Society.

4. Ensure culturally relevant and welcoming environments for students and staff of Indigenous ancestry.

5. Build and enhance language and culture programs in all schools, including through the creation of land-based learning programs.

6. Maintain literacy and numeracy as top priorities K-12.

7. Focus on student engagement and commitment to their own learning.

8. Close any learning or school completion gaps between Indigenous and non-Indigenous learners.

9. Connect with early years providers to support children’s transitions into school.

10. Focus on transitions into school, from elementary to secondary and to graduation with dignity, purpose, and options.

11. Provide the best possible support services for learners.

12. Provide West Coast students with the same opportunities as are found in the Alberni Valley.

13. Support involvement of parents and caregivers in their children’s education.

14. Provide all possible resources to support mental health and well-being of students and staff.

15. Maintain and enhance relationships with community agencies, including in support of mental health and addiction education.

16. Support effective outreach to children and families with the greatest need.
17. Ensure effective supports for children and youth in care.

18. Focus on internet safety and effective uses of technology for all students.

19. Support diversity, equity, inclusion, and accessibility in all schools and workplaces.

20. Ensure learning and working environments that celebrate cultural heritage and that are free from racism.

21. Support all staff in implementing best modern practices.

22. Provide environments where students experience connections and have fun.

23. Ensure strong outreach to parents, caregivers, and community resources.

24. Provide accessible learning and working environments.

25. Support everyone situating "who we are, where we are, where we come from, our connections and our interconnections."

26. Support SOGI initiatives and ensure safe environments for all LGBTQ2S+ students and staff.

27. Promote environmental stewardship and global citizenship education across all curriculum areas.

28. Develop District-wide structures to promote environmental stewardship.

29. Support community-wide environmental stewardship and efforts to limit the impacts of climate change.

30. Support student leadership in climate action.

31. Promote awareness of national and international issues and opportunities.

32. Support students to be engaged actively in their community.

33. Promote anti-racism and an inclusive society, free from discrimination.

Meeting Type	Date	Item Description	Resolution/Direction	Department Responsible	Staff Responsible	Follow-Up Status	Action / Comments
Board Meeting	11/8/2022	Superintendent's Mandates	That the Board of Education, School District 70 Pacific Rim, direct the Superintendent to research and present recommended models of Co-Governance that could between the SD 70 Pacific Rim Board of Education and selected representatives of local Nuu-Chah-Nulth Nations, Metis Nation, and urban Aboriginal representatives.	Senior Staff	Tim	Complete	
Board Meeting	11/8/2022	Superintendent's Mandates	That the Board of Education, School District 70 Pacific Rim, direct the Superintendent to establish, in a collaborative fashion, an Elder’s Council within the West Coast communities, through consultation with representatives from the Nuu-chah-Nulth Nations on the West Coast.	Senior Staff	Jaime	Complete	
Board Meeting	11/8/2022	Superintendent's Mandates	That the Board of Education, School District 70 Pacific Rim, direct the Superintendent to report back on staff’s plans to address the gap in overall achievement rates for Indigenous learners in SD 70 Pacific Rim.	Senior Staff	James / Jaime	Complete	
Board Meeting	11/8/2022	Superintendent's Mandates	That the Board of Education, School District 70 Pacific Rim, direct the Superintendent to initiate the process of Strategic Planning for the development of a Board Strategic Plan that will take effect July 1, 2023, through June 30, 2027, and will include collaborative and inclusive input from Indigenous partners, Municipal partners, and the broader community.	Senior Staff	Tim	Complete	
Board Meeting	11/8/2022	Superintendent's Mandates	That the Board of Education, School District 70 Pacific Rim, direct the Superintendent to develop a Board Work Plan, for consideration and approval of the Board, for the remainder of the 2022-2023 school year.	Senior Staff	Tim	Complete	
Board Meeting	11/8/2022	Superintendent's Mandates	That the Board of Education, School District 70 Pacific Rim, direct the Superintendent to initiate the process for the development of an Enhancement Agreement between the SD70 Pacific Rim Board of Education, Indigenous partners whose ha-houlthee the school district is situation on, representatives of the Alberni Clayoquot Metis Nation and the Port Alberni Friendship Center and the Ministry of Education and Child Care for the Province of British Columbia.	Senior Staff	Tim / Jaime	Complete	
Board Meeting	12/13/2022	2022 SOFI Report	That the board approve the SOFI report for the year ended June 30, 2022 as presented.	Finance	Barbara	Complete	
Board Meeting	12/13/2022	Motion	To reallocate extra funds for inclusive education to support an intersection of sexual exploitation and drug trafficking of children and youth in Port Alberni and the West Coast.	Finance	Barbara	Complete	
Board Meeting	12/13/2022	Motion	To approve a field trip to Quebec that is planned to take place in February 2024	Director of Instruction	James	Complete	
Board Meeting	1/10/2023	Motion	Motion to provide a letter of support for the MTB location before February 27, 2023	Administrative Services	Carla	Complete	
Board Meeting	1/10/2023	Motion	That the board approve the amended budget for the year ended June 30, 2023 presented.	Administrative Services	Carla	Complete	
Board Meeting	1/10/2023	Motion	To reallocate extra funds for inclusive education to support an intersection of sexual exploitation and drug trafficking of children and youth in Port Alberni and the West Coast.	Finance	Barbara	Complete	
Board Meeting	1/10/2023	Motion	Motion to approve the monthly expenditures as presented for September, October and November.	Finance	Barbara	Complete	
Board Meeting	1/10/2023	Motion	To approve a field trip to Portugal that is planned to take place during Spring Break 2024	Director of Instruction	James	Complete	
Board Meeting	2/14/2023	Motion	Motion to approve an increase to the per-diem, mileage and Trustee child care rates as per the BC School Trustees Association rate increase.	Finance	Barbara	Complete	
Board Meeting	2/14/2023	Motion	Motion to approve the purchase of one van with the ability to purchase a second van if there is significant savings.	Finance	Barbara	Complete	
Board Meeting	2/14/2023	Motion	Motion to direct Superintendent Davie to reply to Mr. Standley re: Late French Immersion.	Senior Staff	Tim	Complete	
Board Meeting	2/14/2023	Community Development Officer for Community Futures Alberni-Clayoquot	Motion to affirm the letter of request from the board	Administrative Services	Carla	Complete	
Board Meeting	2/14/2023	Motion	Motion to direct Trustee Craig work with ADTU president Ryan Dvorak to develop terms of reference and develop the Trustee Teacher Liaison Committee	Board Chair	Pam Craig	Complete	
Board Meeting	2/14/2023	Motion	Motion to support the washroom retrofit to ensure an inclusive space without major infrastructure requirements at ADSS for washrooms.	Operations	Greg	Complete	

Meeting Type	Date	Item Description	Resolution/Direction	Department Responsible	Staff Responsible	Follow-Up Status	Action / Comments
Board Meeting	3/7/2023	Harris & Co. Scholarship Donation of \$200	Motion to respond to Harris & Co	Administrative Services	Carla	Complete	
Board Meeting	3/7/2023	Policies	To receive the following policies and circulate for 30 days for public consultation: 1.Policy 113 Policy Development 2.Policy 300 Records Management 3.Policy 310 School Closure 4.Policy 320 Conveyance of Students 5.Policy 330 Disposal of District Property or Facilities 6.Policy 331 Disposal of Surplus or Obsolete Equipment 7.Policy 340 Accumulated Operating Surplus 8.Policy 341 Budget Development, Monitoring and Reporting 9.Policy 710 Health and Safety Committee 10.Policy 711 Health and Safety: Violence in the Workplace 11.Policy 301 Inclement Weather/Tsunami Warning 12.Accessibility Policy 13.Newcomer Students with Refugee Experience 14.Policy 530 School Fees and Student Hardship	Administrative Services	Carla	Complete	
Board Meeting	3/7/2023	Policies	To adopt the following policies: 1.Anti-Racism Policy 2.Child Care Policy 3.District Student Advisory Council 4.Employee Conflict of Interest Policy 5.Equity, Diversity & Inclusion Policy 6.Non-Discrimination Policy 7.Truth and Reconciliation Policy	Administrative Services	Carla	Complete	
Everything above this point has been added manually as the existing eScribe software had not been put into place yet.							
Board Meeting	3/28/2023	The Acting Secretary Treasurer will present the expense report for December and January	To approve the December and January Expense Reports as presented.	Finance	Barbara	Complete	
Board Meeting	4/11/2023	Capital Plan Update	That the Board of Education approve the proposed Five-Year Capital Plan (Major Capital Program) for 2023-24 in the amount of \$28,102,065.	Finance	Barbara	Complete	
Board Meeting	4/11/2023	Capital Plan Update	That the Board of Education approved the proposed Five-year Capital Plan (Minor Capital Program) for 2023-24 in the amount of \$2,715,000.	Finance	Barbara	Complete	
Board Meeting	4/11/2023	Capital Plan Update	That the Board of Education enact, as follows:The Capital Plan Bylaw of the Board for the 2023/24 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 March 9, 2023, is hereby adopted. This Capital Bylaw may be cited as School District Pacific Rim Capital Bylaw No. 2023/24-CPSD70-01.	Finance	Barbara	Complete	
Board Meeting	6/27/2023	2023-24 Major Capital Plan submission	THAT the Board of Education approve the submission of the 5-year Capital Plan as presented.	Finance	Barbara	Complete	
Board Meeting	6/27/2023	Transportation Assistance Rates	THAT the Board of Education direct staff through the Superintendent, to revise Policy 320 Conveyance of Students removing procedure from it, create an Administrative Procedure outlining a clear method and formula for calculating Transportation Assistance Rates, and to create an Appendix to the Administrative Procedure to establish the Rates for the 2023/24 school year, for review by the Policy Committee.	Operations	Greg	Complete	
Board Meeting	6/27/2023	Transportation Assistance Rates	THAT the Board of Education approve the rate of \$0.272 (40% of \$0.68) per kilometer with the addition of 0.05 per additional child for a maximum of \$25 per day per family, as the Transportation Assistance Rates for the 2023/24 school year.	Finance	Barbara	Complete	
Board Meeting	6/27/2023	Strategic Planning 2023-28 Language	THAT the Board of Education adopt the Strategic Planning 2023-28 document language as presented, and direct Staff through the Superintendent, to use this language when developing and preparing the final Strategic Plan 2023-28 document for publishing.	Corporate Services	Paula	Complete	
Board Meeting	6/27/2023	Tofino Saltwater Classic 2023 Ball Hockey Tournament	THAT the Board of Education authorize the use of the Wickaninnish Community School grounds, to host the 2023 Tofino Saltwater Classic Ball Hockey Tournament.	Finance	Carla	Complete	
Board Meeting	6/27/2023	Boarding Allowance Rate 2023-24	THAT the Board of Education approve \$850.00 as the maximum monthly boarding allowance amount an eligible student is entitled to during the 2023/24 school year, with eligibility being defined by the Eligibility section of Administrative Procedure 3306; and THAT the Board of Education direct Staff through the Superintendent, to present the Appendix to the June Public Board Meeting each year, for review and updating of the rates for the subsequent school year.	Corporate Services	Paula	Complete	
Board Meeting	6/27/2023	Request for Increased Funding - StrongStart	THAT the Board of Education approve the letter as presented by Staff be sent to the Ministry of Education and Child Care	Corporate Services	Paula	Complete	
Board Meeting	6/27/2023	Rental of District Facilities Admin Procedure	THAT the Board of Education support the adoption of the Rental of District Facilities Administrative Procedure and direct the Superintendent to direct Staff to share both the policy and the new user rates with all User Groups prior to use in the Fall of 2023.	Senior Staff	Peter	Complete	

Meeting Type	Date	Item Description	Resolution/Direction	Department Responsible	Staff Responsible	Follow-Up Status	Action / Comments
Board Meeting	6/27/2023	Rob Shaw: Watchdogs suggest a larger government role in selling decriminalized drugs - The Orca	THAT the Board of Education direct staff through the Superintendent, to invite Dr, Allison to return to provide an update in the Fall 2023, and provide a report regarding Mental Health and Wellbeing of Students.	Corporate Services	Paula	Complete	
Board Meeting	9/26/2023	Adoption of Student Grade Placement Policy	THAT the Board of Education approve the Student Grade Placement Policy to go to a 30-day public consultation period, as presented.	Corporate Services	Paula	Complete	
Board Meeting	9/26/2023	Adoption of Multiculturalism Policy	THAT the Board of Education adopt the Multiculturalism Policy as presented.	Corporate Services	Paula	Complete	
Board Meeting	9/26/2023	Adoption of Alternate Delivery Sensitive Material Policy	THAT the Board of Education approve the Alternate Delivery Sensitive Material Policy to go to a 30-day public consultation period, as presented.	Corporate Services	Paula	Complete	
Board Meeting	9/26/2023	Adoption of Community Schools Policy	THAT the Board of Education approve the Community Schools Policy to go to a 30-day public consultation period, as presented.	Corporate Services	Paula	Complete	
Board Meeting	9/26/2023	Adoption of Public Disclosure Policy	THAT the Board of Education approve the Public Disclosure Policy to go to a 30-day public consultation period, as presented.	Corporate Services	Paula	Complete	
Board Meeting	9/26/2023	Enhancing Student Learning Report (2 minutes)	THAT the Board of Education direct staff through the Superintendent to submit the approved 2023/24 Enhancing Student Learning Report to the Ministry of Education and Child Care by September 30, 2023.	Director of Instruction	James	Complete	
Board Meeting	9/26/2023	Auditor's Summary - Approval of Financial Statement (5 minutes)	THAT the Board of Education of School District No. 70 (Pacific Rim) approve the 2022/23 Audited Financial Statements as amended.	Finance	Barbara	Complete	
Board Meeting	9/26/2023	Monthly Expenditures - June & July 2023 (5 minutes)	THAT the Board of Education approve the June & July 2023 Monthly Expenditures as presented.	Finance	Barbara	Complete	
Board Meeting	9/26/2023	2023/24 Food Infrastructure Program (2 minutes)	1. THAT in accordance with provisions under section 142 (4) of the School Act, the Board of Education of School District No. 70 Pacific Rim hereby approves the proposed Five-Year Capital Plan (Minor Capital Programs) for 2023/24, as provided on the Five-Year Capital Plan Summary for 2023/24 submitted to the Ministry of Education and Child Care.	Finance	Barbara	Complete	
Board Meeting	9/26/2023	2023/24 Food Infrastructure Program (2 minutes)	2. THAT the Board of Education approve all three readings of Capital Bylaw No. 2023/24-CPSD70-02 in todays Board meeting.	Finance	Barbara	Complete	
Board Meeting	9/26/2023	2023/24 Food Infrastructure Program (2 minutes)	3. THAT the Board of Education adopt Capital Bylaw No. 2023/24-CPSD70-02 as presented.	Finance	Barbara	Complete	
Board Meeting	9/26/2023	2023/24 Food Infrastructure Program (2 minutes)	4. THAT it be resolved as having been read a first, second and third time as provided for in the bylaws that the Board Chair and the Secretary-Treasurer be authorized to execute this By-law on behalf of the Board and that the corporate seal of the Board be affixed thereon.	Finance	Barbara	Complete	
Board Meeting	9/26/2023	2024/25 Minor Capital Program (4 minutes)	THAT in accordance with provisions under section 142 (4) of the School Act, the Board of Education of School District No. 70 Pacific Rim hereby approves the proposed Five-Year Capital Plan (Minor Capital Programs) for 2024/25, as provided on the Five-Year Capital Plan Summary 2024/25 submitted to the Ministry of Education and Child Care.	Finance	Barbara	Complete	
Board Meeting	9/26/2023	Approve published Strategic Plan, Operational Plan, Board Work Plan (6 minutes)	THAT the Board of Education direct staff, through the Superintendent, to publicly release the 2023-2024 to 2027-2028 Board Strategic Plan, 2023-2024 Operational Work Plan, and 2023-2024 Board Work Plan documents.	Corporate Services	Paula	Complete	
Board Meeting	10/24/2023	Policy 113 Policy Development	THAT the Board of Education adopt Policy 113 Policy Development as presented.	Corporate Services	Paula	Complete	
Board Meeting	10/24/2023	Election for position of Chair and/or Vice-Chair (5 minutes)	THAT the Board of Education direct staff, through the Superintendent, to hold election for the position of Chair and/or Vice Chair at the Annual Public Board Meeting on November 28, 2023.	Corporate Services	Paula	Complete	
Board Meeting	10/24/2023	P110 Board Procedure Policy	THAT the Board of Education approve P110 Board Procedure Policy to go to a 30-day public consultation period, as presented.	Corporate Services	Paula	Complete	
Board Meeting	10/24/2023	Email Signature template (5 minutes)	THAT the Board of Education approve the mandatory use of the email signature templates as presented, for use by all employees and representatives of Pacific Rim School District.	Corporate Services	Paula /Jaime / Mike	Complete	
Board Meeting	10/24/2023	Trustee Remuneration	THAT the Board of Education approve the Trustee Remuneration Policy to go to a 30-day public consultation period, as presented.	Corporate Services	Paula	Complete	
Board Meeting	10/24/2023	2023-10-10 After School Badminton	THAT the Board of Education direct staff through the Superintendent, to write a letter of reply suggesting other funding avenues.	Corporate Services	Paula	Complete	
Board Meeting	11/28/2023	Trustee Remuneration Policy	THAT the Board of Education adopt the Trustee Remuneration Policy as presented.	Corporate Services	Paula	Complete	
Board Meeting	11/28/2023	Board Procedure Policy	THAT the Board of Education adopt the Board Procedure Policy as presented.	Corporate Services	Paula	Complete	
Board Meeting	11/28/2023	Adoption of Community Schools Policy	THAT the Board of Education adopt the Community School Policy as presented .	Corporate Services	Paula	Complete	
Board Meeting	11/28/2023	Retirements / Resignations (3 minutes)	THAT the Board of Education accept the resignation/retirement of Holly Duggan, effective November 17, 2023; Sheri Stanley, effective November 10, 2023; Sandra Dailey effective March 31, 2024; Regan Play effective December 1, 2023 and Heidi Vanbeselaere effective immediately.	Corporate Services	Paula	Complete	
Board Meeting	11/28/2023	Adoption of Alternate Delivery Sensitive Material Policy	THAT the Board of Education approve the Alternate Delivery Sensitive Material Policy as presented.	Corporate Services	Paula	Complete	
Board Meeting	11/28/2023	Adoption of Public Disclosure Policy	THAT the Board of Education approve the Public Disclosure Policy as presented.	Corporate Services	Paula	Complete	
Board Meeting	11/28/2023	2023/24 Budget Timeline/Calendar (5 minutes)	THAT the Board of Education approve the 2023/24 Budget Timeline/Calendar as presented.	Finance	Barbara	Complete	
Board Meeting	11/28/2023	BAA Course Approval - ADSS Indigenous Leadership Course (3 minutes)	THAT the Board of Education approve the BAA Course - ADSS Indigenous Leadership Course as presented.	Director of Instruction	James	Complete	
Board Meeting	11/28/2023	School Trustee Code of Conduct Policy	THAT the Board of Education direct staff through the Superintendent to seek feedback on the School Trustee Code of Conduct Policy & Administrative Procedure by means of a 30 day Public Consultation period, from November 29 - December 29, 2023.	Corporate Services	Paula	Complete	
Board Meeting	11/28/2023	Annual Election for Vice-Chair	THAT the Board of Education direct staff through the Superintendent, to destroy the ballots used to elect the Board Vice-Chair at the 2023 Annual Board Election.	Corporate Services	Paula	Complete	
Board Meeting	11/28/2023	Adoption of Student Grade Placement Policy	THAT the policy be referred back to the Policy Committee for further review. DEFEATED.			DEFEATED	

Meeting Type	Date	Item Description	Resolution/Direction	Department Responsible	Staff Responsible	Follow-Up Status	Action / Comments
Board Meeting	3/12/2024	XXX: Off-site Experience / Field Trip (P)	THAT the Board of Education direct staff through the Superintendent to publish the draft XXX: Off-site Experience / Field Trip Policy for a period of 30-days for public consultation.	Corporate Services	Paula	Complete	
Board Meeting	3/12/2024	XXX: Jordan's Principle	THAT the Board of Education adopt the XXX: Jordan's Principle Policy as presented.	Corporate Services	Paula	Complete	
Board Meeting	3/12/2024	Environmental Stewardship	THAT the Board of Education adopt the XXX: Environmental Stewardship Policy as presented.	Corporate Services	Paula	Complete	
Board Meeting	3/12/2024	Election of BCPSEA representative/alternative	2. THAT the Board of Education, Pacific Rim School District 70, conduct an election in this Public Meeting amongst eligible Trustees to the position of district representative to the British Columbia Public Schools Employers Association on behalf of the Pacific Rim School District to avoid a gap in time with no representative. (4 in favour / 1 opposed)	Corporate Services	Paula	Complete	
Board Meeting	3/12/2024	Election of BCPSEA representative/alternative	3. THAT the Board of Education vote to amend the motion regarding conducting an election at this time. (4 in favour / 3 opposed)	Corporate Services	Paula	Complete	
Board Meeting	3/12/2024	Election of BCPSEA representative/alternative	4. THAT the Board of Education direct staff through the Superintendent to get a legal opinion in writing from BCPSEA at no cost to the Board, to determine if each member of the Board is in conflict before holding an election of an eligible Trustees to the position of district representative to the British Columbia Public Schools Employers Association on behalf of the Pacific Rim School District. (3 in favour / 4 opposed)			DEFEATED	
Board Meeting	3/12/2024	Election of BCPSEA representative/alternative	5. THAT the Board of Education agree that Trustee Zanette continue to serve as Alternate district representative to BCPSEA.	Corporate Services	Paula	Complete	
Board Meeting	3/12/2024	Election of BCPSEA representative/alternative	6. THAT the Board of Education direct staff through the Superintendent to destroy the election ballots.	Corporate Services	Paula	Complete	
Board Meeting	3/12/2024	Expense Claim Rates	THAT the Board of Education amend the motion to include the cost per meal.	Corporate Services	Paula	Complete	
Board Meeting	4/23/2024	Long Range Facility Plan (20 minutes)	THAT the Board of Education approve the 2023-2032 Long Range Facilities Plan document as presented.	Corporate Services	Paula	Complete	
Board Meeting	4/23/2024	XXX: Acceptable Use of Cellular Phones, Smart Watches, and Electronic Devices: Usage in Schools, on School Property or During School Related Activities (P)	THAT the Board of Education direct staff through the Superintendent to publish the draft XXX: Acceptable Use of Cellular Phones, Smart Watches, and Electronic Devices: Usage in Schools, on School Property or During School Related Activities (P) for a period of 30-days for public consultation.	Corporate Services	Paula	Complete	
Board Meeting	4/23/2024	XXX: Personal Expenses On Official District Business Policy (P)	THAT the Board of Education direct staff through the Superintendent to publish the draft XXX: Personal Expenses On Official District Business Policy (P) for a period of 30-days for public consultation.	Corporate Services	Paula	Complete	
Board Meeting	4/23/2024	Privacy Policy	THAT the Board of Education adopt the Privacy Policy as presented.	Corporate Services	Paula	Complete	
Board Meeting	4/23/2024	Housing Policy	THAT the Board of Education adopt the Housing Policy as presented.	Corporate Services	Paula	Complete	
Board Meeting	4/23/2024	Trustee Bursary Policy	THAT the Board of Education adopt the Trustee Bursary Policy as presented.	Corporate Services	Paula	Complete	
Board Meeting	4/23/2024	Environmental Stewardship Policy	THAT the Board of Education adopt the Environmental Stewardship Policy as presented.	Corporate Services	Paula	Complete	
Board Meeting	4/23/2024	Appeal of a Decision by an Employee Policy	THAT the Board of Education adopt the Appeal of a Decision by an Employee Policy as presented.	Corporate Services	Paula	Complete	
Board Meeting	4/23/2024	Graduation Speeches Discussion (10 minutes)	THAT the Board of Education open opportunities for all Trustees who would like to, to speak at Graduation Ceremonies.	Corporate Services	Paula	Complete	
Board Meeting	4/23/2024	SD70 2024/25 Capital Plan Bylaw (10 minutes)	THAT the Capital Bylaw of the Board for the 2024/25 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 March 15, 2024, is hereby adopted.	Finance	Barbara	Complete	
Board Meeting	4/23/2024	SD70 2024/25 Capital Plan Bylaw (10 minutes)	THAT this Capital Bylaw may be cited as School District No. 70 (Pacific Rim) Capital Bylaw No. 2024/25-CPSD70-01.	Finance	Barbara	Complete	
Board Meeting	4/23/2024	SD70 2024/25 Capital Plan Bylaw (10 minutes)	THAT the Board of Education approve all three readings of Capital Bylaw No. 2024/25-CPSD70-01 in the April 23, 2024 Public Meeting of the Board.	Finance	Barbara	Complete	
Board Meeting	5/28/2024	XXX: International Student Program (P)	THAT the Board of Education direct staff through the Superintendent to publish the draft XXX: International Student Program (P) for a period of 30-days for public consultation.	Corporate Services	Paula	Complete	
Board Meeting	5/28/2024	XXX: Acceptable Use of Cellular Phones, Smart Watches, and Electronic Devices: Usage in Schools, on School Property or During School Related Activities (P)	THAT the Board of Education approve the XXX: Acceptable Use of Cellular Phones, Smart Watches, and Electronic Devices: Usage in Schools, on School Property or During School Related Activities (P) as presented.	Corporate Services	Paula	Complete	
Board Meeting	5/28/2024	XXX: Personal Expenses On Official District Business Policy (P)	THAT the Board of Education approve the XXX: Personal Expenses On Official District Business Policy (P) as presented.	Corporate Services	Paula	Complete	
Board Meeting	5/28/2024	XXX: Use of School District-owned Vehicles (P)	THAT the Board of Education direct staff through the Superintendent to publish the draft XXX: Use of School District-owned Vehicles (P) for a period of 30-days for public consultation.	Corporate Services	Paula	Complete	
Board Meeting	5/28/2024	Adoption of 2024-2025 Operating Budget (10 minutes)	THAT the Board of Education approve all three readings of School District No. 70 (Pacific Rim) Annual Budget Bylaw for fiscal year 2024/2025 in the May 28, 2024 Public Meeting of the Board.	Finance	Barbara	Complete	
Board Meeting	5/28/2024	Adoption of 2024-2025 Operating Budget (10 minutes)	THAT the Board of Education approve the 2024-25 Annual Budget as presented.	Finance	Barbara	Complete	
Board Meeting	5/28/2024	Adoption of 2024-2025 Operating Budget (10 minutes)	Be it resolved as having been read a first, second and third time as provided for in the bylaws, THAT the Board Chair and the Secretary-Treasurer be authorized to execute this Annual Budget Bylaw 2024-25 on behalf of the Board and that the corporate seal of the Board be affixed thereon.	Finance	Barbara	Complete	
Board Meeting	5/28/2024	Tree Protection Policy (15 minutes)	THAT the Board of Education direct staff through the Superintendent, to draft a Tree Protection Policy for review by the Policy Committee.	Corporate Services	Tim Davie	Complete	
Board Meeting	5/28/2024	Wellness Committee Logo (5 minutes)	THAT the Board of Education direct staff through Superintendent, to approve the Pacific Rim Wellness logo design as presented.	Wellness Committee	Siri Curliss	Complete	
Board Meeting	5/28/2024	2024-2025 Board and Committee Meeting Schedule	THAT the Board of Education approve the proposed 2024/25 Board and Committee Meeting Schedule as presented.	Corporate Services	Paula	Complete	
Board Meeting	6/25/2024	Advocacy Policy Development (5 minutes)	THAT the Board of Education direct staff through the Superintendent, to add a Board Advocacy page to our website.	Corporate Services	Paula	Complete	

Meeting Type	Date	Item Description	Resolution/Direction	Department Responsible	Staff Responsible	Follow-Up Status	Action / Comments
Board Meeting	6/25/2024	Approval of 2025/26 Major Capital Plan (15 minutes)	THAT the Board of Education approve the submission of the 2025/26 5-year Capital Plan as presented.	Finance	Barbara	Complete	
Board Meeting	6/25/2024	Transportation Assistance Rates (5 minutes)	THAT the Board of Education approve the rate of \$0.28 (40% of \$0.70) per kilometer with the addition of 0.05 per additional child for a maximum of \$25.75 per day per family, as the Transportation Assistance Rates for the 2024/25 school year.	Corporate Services	Paula	Complete	
Board Meeting	6/25/2024	Boarding Allowance Rates (5 minutes)	THAT the Board of Education approve \$875.00 as the maximum monthly boarding allowance amount an eligible student is entitled to during the 2024/25 school year, with eligibility being defined by the Eligibility section of Administrative Procedure 3306: Boarding Allowance.	Finance	Barbara	Complete	
Board Meeting	6/25/2024	Policies to be sent for 30-day Public Consultation	THAT the Board of Education direct staff through the Superintendent, to publish the following draft policies for a 30-day public consultation period:	Corporate Services	Paula	Complete	
Board Meeting	6/25/2024	Policies for Adoption	THAT the Board of Education adopt the XXX Off-Site Experience/Field Trip Policy (P) as presented.	Corporate Services	Paula	Complete	
Board Meeting	6/25/2024	Field Trip Approvals	THAT the Board of Education approve the ADSS Girls Basketball trip to Washington for July 6-10, 2024, andTHAT the Board of Education approve in principle, the ADSS Travel Club trip to Italy and Greece during Spring Break 2025.	Director of Instruction	James	Complete	
Board Meeting	6/25/2024	Exempt and Excluded Compensation (5 minutes)	THAT the Board of Education approve a submission to BCPSEA that a 3% increase to the compensation of individuals included in the Exempt Staff group be applied, effective July 1, 2024, subject to satisfactory performance, andTHAT the Board of Education approve a submission to BCPSEA that a 3% increase to the compensation of individuals included in the Principal / Vice-Principal group be applied, effective August 1, 2024, subject to satisfactory performance.	Finance	Barbara	Complete	
Board Meeting	6/25/2024	Trustee Compensation (10 minutes)	THAT the Board of Education approve a 3% increase to Trustee compensation, effective July 1, 2024.	Finance	Barbara	Complete	
Board Meeting	9/24/2024	Approval of Framework for Enhancing Student Learning Report (15 minutes)	THAT the Board of Education direct staff to submit the report to the Ministry of Education and Child Care by September 30, 2024.	Director of Instruction	James	Complete	
Board Meeting	9/24/2024	2024/25 Organizational Chart (3 minutes)	THAT the Board of Education direct staff through the Superintendent to publish the 2024/25 Organizational Chart as presented.	Corporate Services	Paula	Complete	
Board Meeting	9/24/2024	2023/24 Auditor's Summary - Approval of Financial Statements (5 minutes)	THAT the Board of Education of School District No. 70 (Pacific Rim) approved the 2023/24 Audited Financial Statements as presented.	Finance	Barbara	Complete	
Board Meeting	9/24/2024	2025/26 Minor Capital Plan Submission (5 minutes)	THAT in accordance with provisions under section 142 (4) of the School Act, the Board of Education of School District No. 70 (Pacific Rim) hereby approves the proposed 2025/26 Five-Year Minor Capital Plan (Minor Capital Programs) submission.	Finance	Barbara	Complete	
Board Meeting	9/24/2024	Policies for Public Consultation	THAT the Board of Education direct staff through the Superintendent, to publish the following draft policy for a 30-day public consultation period:	Corporate Services	Paula	Complete	
Board Meeting	9/24/2024	Policies for Adoption	THAT the Board of Education adopt the following policies as presented.	Corporate Services	Paula	Complete	
Board Meeting	9/24/2024	National Food Schools Advocacy Letter	THAT the Board of Education direct staff through the Superintendent, to send the National Foods Advocacy Letter to our local Member of Parliament, using the template provided by BCSTA.	Corporate Services	Paula	Complete	
Board Meeting	9/24/2024	2024/25 Organizational Chart (3 minutes)	THAT the Board of Education direct staff through the Superintendent, to amend the organizational chart by removing the position "Board Chair" and replacing it with the words "Board of Education".			DEFEATED	
Board Meeting	9/24/2024	Approval of Framework for Enhancing Student Learning Report (15 minutes)	THAT the Board of Education approve the 2024/2025 Enhancing Student Learning Report as presented.	Director of Instruction	James	Complete	
Board Meeting	10/22/2024	Board Election (10 minutes)	THAT the Board of Education direct staff through the Superintendent, to hold an election for the positions of Chair and/or Vice Chair at the Annual Public Board Meeting on November 26, 2024.	Corporate Services	Paula	Complete	
Board Meeting	10/22/2024	Policies to be sent for 30-day Public Consultation	THAT the Board of Education direct staff through the Superintendent, to publish the following draft policies for a 30-day public consultation period:	Corporate Services	Paula	Complete	
Board Meeting	10/22/2024	2024-10-07 Letter re: Crosswalk Signs	THAT the Board of Education direct staff through the Superintendent, to follow up with the Principal, City Staff, etc., and ; request them to bring a recommendation back to the Board for consideration and next step recommendations.	Corporate Services	Paula	Complete	
Board Meeting	10/22/2024	Beaver Creek/River Road Roundabout	THAT the Board of Education direct staff trough the Superintendent to contact the relevant organizations for an update on whether a roundabout is being considered for Beaver Creek/River Road, and report back to the Board.	Corporate Services	Paula	Complete	
Board Meeting	11/26/2024	Congratulatory Letters re: recent appointments (5 minutes)	THAT the Board of Education direct staff through the Superintendent to send congratulatory letters to the Honourable Josie Osborne, to the newly elected Tseshahst Frist Nation's council, to BCSTA's President Trevor Davies, and to the newly elected Minister of Education and Child Care Lisa Beare.	Corporate Services	Paula	Complete	
Board Meeting	11/26/2024	Annual Election for Chair	THAT the Board of Education direct staff, through the Superintendent, to destroy the ballots used to elect the Board Chair at the 2024 Annual Board Election.	Corporate Services	Paula	Complete	
Board Meeting	11/26/2024	Annual Election for Vice-Chair	THAT the Board of Education direct staff, through the Superintendent, to destroy the ballots used to elect the Board Vice Chair at the 2024 Annual Board Election.	Corporate Services	Paula	Complete	
Board Meeting	11/26/2024	Trustee / BCSTA / BCPSEA Reports Placeholder (10 minutes)	THAT the Board of Education direct staff, through the Superintendent, to submit a request to the Policy Committee that the Board Procedures Administrative Procedure be modified to include a placeholder for Trustee / BCSTA / BCPSEA Reports, for both In-Camera and Public Meeting agendas.	Corporate Services	Paula	In Progress	This revision will be on the first Policy Committee agenda in the 2025/26 school year
Board Meeting	11/26/2024	Disposal of Real Property Bylaw (5 minutes)	THAT the Board of Education approve all three readings of Disposal of Real Property Bylaw No. 2024-1 in the November 26, 2024 Public Meeting of the Board.	Corporate Services	Paula	Complete	
Board Meeting	11/26/2024	Disposal of Real Property Bylaw (5 minutes)	THAT this Disposal of Real Property Bylaw may be cited as Board of Education of School District No. 70 (Pacific Rim) Disposal Of Real Property Bylaw No. 2024-1.	Corporate Services	Paula	Complete	
Board Meeting	11/26/2024	Disposal of Real Property Bylaw (5 minutes)	THAT it be resolved as having been read a first, second and third time as provided for in the bylaws that the Board Chair and the Secretary-Treasurer be authorized to execute this Bylaw on behalf of the Board.	Corporate Services	Paula	Complete	

Meeting Type	Date	Item Description	Resolution/Direction	Department Responsible	Staff Responsible	Follow-Up Status	Action / Comments
Board Meeting	11/26/2024	Policies to be sent for 30-day Public Consultation	THAT the Board of Education direct staff through the Superintendent, to publish the following draft policies for a 30-day public consultation period:	Corporate Services	Paula	Complete	
Board Meeting	11/26/2024	Policies for Adoption	THAT the Board of Education adopt the following policy as presented.	Corporate Services	Paula	Complete	
Board Meeting	12/10/2024	School Enhancement Program funding request	THAT the Board of Education direct staff through the Superintendent to request emergent funding from the Ministry of Education and Child Cares School Enhancement Program of \$100,000 to ensure the PRSD can thoroughly and timely address the safety concerns of staff, students and the public.	Operations	Alex	Complete	
Board Meeting	12/10/2024	Carbon Neutral Capital Program emergent funding request	THAT the Board of Education direct staff through the Superintendent to approve a request for Emergent CNCP Funding from the Ministry of Education and Child Care for \$90,000 to have PRISM conduct the COp study and implement the recommendations in 2025.	Operations	Alex	Complete	
Board Meeting	12/10/2024	BCS FireSmart (5 minutes)	THAT the Board of Education direct staff through the Superintendent to proceed with the BCS FireSmart Critical Infrastructure Project.	Operations	Alex	Complete	
Board Meeting	1/28/2025	Amended 2024/25 Capital Plan Bylaw	THAT the Board of Education approve all three readings of Capital Bylaw No. 2024/25-CPSD70-03 in the January 28, 2025, Public Board Meeting.	Corporate Services	Paula	Complete	
Board Meeting	1/28/2025	Amended 2024/25 Capital Plan Bylaw	THAT the Capital Plan Bylaw of the Board for the 2024/25 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 January 14, 2025, is hereby adopted.	Corporate Services	Paula	Complete	
Board Meeting	1/28/2025	Amended 2024/25 Capital Plan Bylaw	THAT this Capital Bylaw may be cited as School District Pacific Rim Capital Bylaw No. 2024/25-CPSD70-03.	Corporate Services	Paula	Complete	
Board Meeting	1/28/2025	Amended 2024/25 Capital Plan Bylaw	THAT it be resolved as having been read a first, second and third time as provided for in the bylaws that the Board Chair and the Secretary-Treasurer be authorized to execute this Bylaw on behalf of the Board and that the corporate seal of the Board be affixed thereon.	Corporate Services	Paula	Complete	
Board Meeting	1/28/2025	Policies for Public Consultation	THAT the Board of Education direct staff through the Superintendent to publish the following draft Policies for a 30-day Public Consultation.	Corporate Services	Paula	Complete	
Board Meeting	1/28/2025	Policies for Adoption	THAT the Board of Education adopt the following policies as presented.	Corporate Services	Paula	Complete	
Board Meeting	2/25/2025	Policies for Public Consultation	THAT the Board of Education direct staff through the Superintendent to publish the following draft Policies for a 30-day Public Consultation.	Corporate Services	Paula	Complete	
Board Meeting	2/25/2025	Policies for Adoption	THAT the Board of Education adopt the following policies as presented.	Corporate Services	Paula	Complete	
Board Meeting	2/25/2025	International Program Spring Break Rocky Mountain Trip	THAT the Board of Education approve the Pacific Rim International Student Program trip to the Rocky Mountains from March 17-20, 2025.	International Education	Marc Fryer	Complete	
Board Meeting	2/25/2025	Public Interest Disclosure - Designated Officers	THAT the Board of Education direct the Superintendent to appoint Ms. Barbara Ross and Ms. Paula Mason as Designated Officers for the Pacific Rim School District, in accordance with the Public Interest Disclosure Act requirements.	Corporate Services	Paula	Complete	
Board Meeting	2/25/2025	Trustee Bursaries	THAT the Board of Education direct staff through the Superintendent, to add a second bursary for ADSS graduates, and increase the Trustee Bursary amount for the 2024/25 school year to \$1,000 per bursary.	Corporate Services	Paula	Complete	
Board Meeting	2/25/2025	Mileage Rates 2025	THAT the Board of Education direct staff through the Superintendent to increase the per kilometer mileage rate used for personal travel expense claims in the All Other category from \$0.70 to \$0.72, effective March 1, 2025.	Corporate Services	Paula	Complete	
Board Meeting	2/25/2025	Trustee Bursaries	THAT the Board of Education amend the motion on the table to add the words " to add a second bursary for ADSS graduates".	Corporate Services	Paula	Complete	
Board Meeting	2/25/2025	School Calendar	THAT the Board of Education direct staff through the Superintendent to publicize the proposed 2026/2027 and 2027/2028 School Calendars for consultation and feedback, with final approval to be considered at the April 22, 2025, Public Board Meeting.	Corporate Services	Paula	Complete	
Board Meeting	3/11/2025	2025/26 Amended Annual Budget (10 minutes)	THAT the Board of Education approve all three readings of the 2024-2025 Amended Annual Budget Bylaw in the March 11, 2025, Public Board Meeting.	Finance	Barbara	Complete	
Board Meeting	3/11/2025	2025/26 Amended Annual Budget (10 minutes)	THAT the Board of Education approve the 2024-2025 Amended Annual Budget Bylaw as presented.	Finance	Barbara	Complete	
Board Meeting	3/11/2025	2025/26 Amended Annual Budget (10 minutes)	Be it resolved as having been read a first, second and third time as provided for in the bylaw, THAT the Board Chair and the Secretary Treasurer be authorized to execute the Amended Annual Budget Bylaw for fiscal year 2024/25 on behalf of the Board and that the corporate seal of the Board be affixed thereon.	Finance	Barbara	Complete	
Board Meeting	4/22/2025	Approval of School Calendars (3 minutes)	THAT the Board of Education approve the 2026/2027 and 2027/2028 School Calendars as presented.	Director of Instruction	James	Complete	Ministry approved calendars are published on the website
Board Meeting	4/22/2025	2025/26 Capital Plan Bylaw (5 minutes)	THAT the Board of Education approve all three readings of the 2025-2026 Capital Plan Bylaw in the April 22, 2025, Public Board Meeting.	Finance	Barbara	Complete	
Board Meeting	4/22/2025	2025/26 Capital Plan Bylaw (5 minutes)	THAT the Capital Plan 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 March 25, 2025, is hereby adopted.	Finance	Barbara	Complete	
Board Meeting	4/22/2025	2025/26 Capital Plan Bylaw (5 minutes)	THAT this Capital Bylaw may be cited as School District Pacific Rim Capital Bylaw No. 2025/26-CPSD70-01.	Finance	Barbara	Complete	
Board Meeting	4/22/2025	France Summer Exchange 2025 (10 minutes)	THAT the Board of Education approve the continuation of the outbound international student exchange to Nantes, France for the summer of 2025, coordinated in partnership with Nantes Pays de Langue Anglaise (NPLA).	International Education	Marc	Complete	
Board Meeting	4/22/2025	Ltr of Support - FIFA 2026 Host City	THAT the Board of Education direct staff through the Superintendent to provide a letter of support for the Organizing Committee for FIFA 2026 Activities in the Alberni Valley to submit an official offer to become a host city for the FIFA 2026 World Cup.	Corporate Services	Paula	Complete	



Alberni-Clayoquot Regional District

MINUTES OF THE AGRICULTURAL DEVELOPMENT COMMITTEE MEETING HELD ON TUESDAY, FEBRUARY 18, 2025,

Zoom/Board Room (Hybrid) – 3008 Fifth Avenue, Port Alberni, BC

MEMBERS

PRESENT:

Heather Shobe, Eden Tree Farm
Ann Siddall, Alberni District Fall Fair Association
Fred Boyko, Director, Electoral Area “B” (Beaufort)
Helen Zanette, SD70 Trustee
Erika Goldt, Eat West Coast
Anna Lewis, Alberni Valley Food Security Society
Bob Collins, Arrowvale Farm
Tanya Shannon, Shannon Farms
Lisa Aylard, Stonehaven Farm
Sarah Rymer, Spirit Square Farmers’ Market
Wayne Smith, Alberni Farmers’ Institute
Patty Palmer, 4H
Ex-officio members:
Pat Deakin, City of Port Alberni
Katie Miles, Coastal Roundtable Facilitator, Tofino Community Food Initiative
Thom O’Dell, Ministry of Agriculture & Food – Regional Agrologist
Russell Dyson, Agriculture Advisory Committee
Star Miklashek, Agriculture Advisory Committee
Penny Cote, Director, ACRD, Agricultural Advisory Committee

REGRETS:

Cecilia Addy, Port Alberni Port Authority
Amber Lamb, Feathers be Found
Ex-Officio Members:
Kirsten Nesbitt, SD Healthy Schools Manager
Jen Cody, Nuuchah-nulth Tribal Council Dietician
Kaley Ruel, Island Health Dietician
Larry McMahon, Agriculture Advisory Committee
Robert Haynes, Agriculture Advisory Committee
Ray Dol, Agricultural Advisory Committee

STAFF PRESENT:

Amy Needham, Sustainability Planner
Kristin Kerr-Donohue, Administrative Assistant

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:
<https://www.acrd.bc.ca/events/18-2-2025/7616/?catid=0>

1. CALL TO ORDER

The Administrative Assistant (AA) called the meeting to order at 12:47 pm.

The AA recognized this meeting is being held throughout the Nuu-chah-nulth territories.

The AA reported this meeting is being recorded and livestreamed to YouTube on the Regional District website.

Introductions - Committee Members and Staff via Zoom.

2. ELECTION OF CHAIRPERSON

ELECTION OF CHAIRPERSON/VICE-CHAIRPERSON FOR 2025

The AA conducted the election for Chairperson of the Agricultural Development Committee for 2025.

The AA declared Heather Shobe to the position of Chairperson for the Agricultural Development Committee for 2025.

ELECTION OF VICE-CHAIRPERSON

The AA conducted the election of Vice-Chairperson of the Agricultural Development Committee for 2025.

The AA declared Tanya Shannon to the position of Vice-Chairperson for the Agricultural Development Committee for 2025.

Heather Shobe assumed the Chair.

3. APPROVAL OF AGENDA

MOVED: B. Collins

SECONDED: W. Smith

THAT the agenda be approved as circulated.

CARRIED

4. DECLARATIONS

5. MINUTES

a. Agricultural Development Committee Minutes – November 12, 2024

MOVED: A. Siddall

SECONDED: A. Lewis

THAT the minutes of the Agricultural Development Committee meeting held on November 12, 2024 be adopted.

CARRIED

6. DELEGATIONS

a. Shari Paterson, Executive Director, Cowichan Exhibition, Show Manager, Island Agriculture Show (IAS) regarding “Taste of Alberni Valley” Welcome Reception

Shari Paterson addressed the committee to determine interest in the Alberni Valley (and surrounding areas) taking on the Welcome Reception at the Jan 30 & 31, 2026 IAS in Duncan, prioritizing producers located in the area, including agriculture, aquaculture, breweries, vineyards, etc.

Further planning into the Taste of Alberni Valley Welcome Reception at the 2026 IAC will include the following volunteers:

Anna Lewis

Ann Siddall

Tanya Shannon

Star Miklashek

Sarah Rymer

7. CORRESPONDENCE

a. CLAYOQUOT BIOSPHERE TRUST

January Newsletter

b. YOUNG AGRARIANS

Agreement Creation Services

c. AGRISERVICE BC

Islands Edition, Regional Newsletter – February 2025

d. BC MINISTRY OF AGRICULTURE AND FOOD

Stewarding Agricultural Watercourses Report

e. ALBERNI VALLEY FOOD SECURITY SOCIETY

Winter 2025 Newsletter

f. INVASIVE SPECIES COUNCIL OF BC

January Newsletter

g. **BC FORAGE COUNCIL**
The Forager – Winter 2025

h. **ISLANDS AGRICULTURE SHOW**
Invitation to Welcome Reception

MOVED: T. Shannon

SECONDED: A. Siddall

THAT the Agricultural Development Committee receive items a-h for information.

CARRIED

8. REQUEST FOR DECISIONS

9. REPORTS

- a. Alberni-Clayoquot Regional District – A. Needham
- Union of BC Municipalities Convention (UBCM) resolution deadline is June 15 every year. The committee discussed upcoming resolutions and will form a sub-group to develop relevant resolutions for discussion at a future ADC meeting.
 - Progress on the Agricultural Water Plan and Food Security Emergency Plan is ongoing. Link to a food security needs assessment survey has been sent out to the Agricultural Advisory Committee and Agricultural Development Committee members.
<https://www.surveymonkey.com/r/ACRDfoodsecurity>. Planning to have some in-person engagement in April with affected organizations and draft recommendations to present to the ADC for review in Q2 of 2025.
 - The Sproat Lake & Area OCP update project has launched
<https://www.letsconnectacrd.ca/sproat-lake-ocp>. Suggest anyone who is interested visit the page to read the information there and sign up for updates so they don't miss a chance to engage. There will be a pop-up engagement event at the Tseshah Market on February 26, 2025 from 4-7pm.
 - Working with Farm to School BC and the Alberni Valley Food Security Society to help three SD70 schools (EJ Dunn, Bamfield Community School, 8th Avenue Learning Centre) add edible and medicinal perennial plants to their school gardens.
 - Worked the Islands Ag Show on January 31-Feb 1st. Met the Ag Minister and representatives from other Farmers' Institutes, as well as numerous government and organizational representatives.
 - Winter Cutworm (*Noctua pronuba*) monitoring update:
 - Getting more traps from the provincial Plant Health Lab – request to the Farmers' Institute to pull out the traps they have and ask

members to contact Amy if they are interested in having traps on their property.

- Funding support from the province for trapping and data collection was denied. This program will depend on volunteers to set up, maintain and monitor traps and send Amy data to collate. Please let your organizations know we're looking for volunteers and to contact the Farmers' Institute if they are interested in monitoring a trap or two.
- True armyworm monitoring begins later, in May. Will save some traps for that and the province is sending pheromone. This insect cannot overwinter here and so the moths must be blown up from the US, which is why monitoring starts later.

- Upcoming Events:

- Small Flock Poultry Health Workshop is being held on Feb 23 from 9am - 4:30pm at the Beaver Creek Community Hall. Register online at www.bcpoultryhealthnetwork.ca.
- February 19, 2025, at 7pm is the BC Poultry Health Network's Ask a Poultry Veterinarian session. Register on their website as well.
- Soils workshop on Feb 28 from 1-3pm at the Beaver Creek Community Hall. Free to attend so bring a friend and come on out to learn about how to manage and improve your soil!
- Open House for the South Long Beach Area C OCP is on March 13 from 4-7pm at the Ucluelet Community Centre.

b. City of Port Alberni – P. Deakin

San Group closure allowed an opportunity for the City of Port Alberni to submit an off-cycle Rural Economic Diversification and Infrastructure Program (REDIP) application through the Forest Impact Transition category. One of the items submitted for consideration is the creation of an innovation hub based around the processing at the Dock+ facility, and other cellulosic materials in the Alberni Valley. Exploring ways to increase the value of what is being produced in the area. Working on a collagen (from fish skin) production study and looking into using the invasive European Green Crab for chitosan production, used in many pharmaceuticals. Cascadia Seaweed is extracting a liquid from seaweed, which leaves a lot of material left over which can be used as a fertilizer for agricultural producers. Pat reached out to them regarding using this product as a fundraising opportunity.

Requested funding for an Economic Development Plan included an agriculture specific section of the plan. Ensuring that we are prepared if there is a break in the supply chain.

c. School District # 70 – H. Zanette

Board elections for 2025 have been completed. Passed a Tree Protection Policy, available on the SD70 website for review. Property sale, Craig St land (vacant land next to the old Klitsa School), sold to Tseshah First Nation. Lead was found in the water systems in SD70 schools. Mitigation has been done to ensure the SD is in compliance. FireSmart project underway at the Bamfield Elementary School.

Next Board of Directors meeting scheduled for Feb 28, 2025, public meetings have been moved back to the District Board Office. Learning on the Land program, Indigenous focused learning, all subjects are taught through land-based education. Contact Dave Mahar (dmahar@sd70.bc.ca) to engage, or contact Sarah Williams (swilliams@sd70.bc.ca), if you would like to host the class.

- d. Ministry of Agriculture & Food - T. O'Dell
Poultry health workshops upcoming in Port Alberni, Coombs, and Comox
Link to workshops and projects:
[Agriculture educational videos - Province of British Columbia](#)
[Islands Edition: Sign up to receive the AgriService BC e-Bulletin](#)
Knowledge and Technology Transfer Program will be opening in March; some communities have used this funding to provide events and workshops in their area.
- e. Alberni Farmers' Institute – W. Smith & L. Aylard
Mid-Island Farmer's Institutes' meeting with area MLAs held recently in Coombs. Good dialogue and communication between the farmers and MLAs. Main topics were the three UBCM resolutions brought forward by Pitt Meadows (increase of farm income to qualify for farm classification and receipt of tax benefits, creation of unfarmed land tax & removal of eligibility for vacant or unused farmland to receive the school tax exemption), Province of BC Bill 31 Emergency Management Act, Federal Bill C293 Pandemic Emergency Act, Premise ID Intentions Paper, Water Sustainability Act, general logistics (including priority loading on BC Ferries), etc. Will share meeting minutes with the group when they are finalized.

MOVED: L. Aylard

SECONDED: B. Collins

THAT the Agricultural Development Committee request that the Alberni-Clayoquot Regional District Board of Directors to submit a late resolution to the Association of Vancouver Island and Coastal Communities requesting priority boarding for agricultural producers on BC Ferries to ensure the health and safety of their livestock and agricultural products.

CARRIED

- f. Alberni District Fall Fair – A. Siddall
80th Fall Fair this year, major attractions have been secured, working on entertainment now. Logger sports climbing poles are being replaced, new 80' poles have been donated. Finishing cladding the barn exterior and will be upgrading outside lights for better security during the fair. Vendor applications will be available on the website May 1. Agricultural building theme is being worked on, education will be focused on food security and local supply. Suggestion from committee member to have a "Jake VanKooten Giant Pumpkin" class at the Fall Fair. He held the world record pumpkin several times

- and recently passed away, would be a good memorial event. Bob Collins has seeds from his last pumpkin if anyone on the committee is interested.
- g. Alberni Valley Food Security Society – A. Lewis
Hosted Seedy Saturday, Feb 1, 2025. 600 attendees, most vendors sold out ahead of the event. Next year's event scheduled for Saturday, February 7, 2026.
Impact report is completed and has been distributed, will be on the next ADC agenda. Annual pruning workshop held on Sunday, Feb 16, 2025. Have started a ladder rental program, proper orchard ladder, \$50/week. Strategic planning process has begun, with assistance of Theresa Kingston.
Hosting the annual meeting of all Island Health Food Hubs and Dieticians, in Port Alberni on April 29 & 30, 2025. Planning to include a 2-3 hour cultural safety workshop in the schedule, still working on sourcing a facilitator.
- h. Eat West Coast – E. Goldt
Clayoquot Biosphere Trust (CBT) is at 85% of their capital funding campaign to build the new Biosphere Centre. Planning to break ground in spring of 2025. There will be a full, industrial community kitchen to be utilized for educational groups and local producers. Interest in having better food production demonstration, have teamed up with FED Urban Agriculture Society in Victoria to establish a demonstration garden that will go along with the kitchen. Still looking for a place to host this, if the committee knows anyone please reach out to Erica. Island Health has had several changes to the Department of Population and Public Health. There are new Community Health Promoter positions and a new position to manage food programs. CBT grants are open until Feb 28th, up to \$6000. Submit a letter of interest, will be decided if your group qualifies, then will receive the application documents.
- i. Spirit Square Farmers' Market – S. Rymer
AGM was held in December 2024, and Sarah is now the president. The previous presidents' role of president, manager, and coupon program coordinator has been split between three new people. This market is the only member of the BC Farmer's Market Nutrition Coupon Program in the Alberni Valley, \$36,000 worth of coupons were spent at the Spirit Square Market in 2024. Always looking for more partners for this program. In negotiation with the City of Port Alberni (CPA) for a rent reduction. Have had a significant reduction in parking in the Harbour Quay area. Also, funding for live music at the market was denied by the City of Port Alberni.

MOVED: A. Lewis
SECONDED: B. Collins

THAT the Agricultural Development Committee recommend that the Alberni-Clayoquot Regional District Board of Directors write a letter of support for the Farmers' Market Nutrition Coupon Program to the Minister of Health, Josie Osborne and the Deputy Minister of Health, Stephen Brown requesting increased support and funding.

CARRIED

F. Boyko left the meeting at 2:58 pm

T. O'Dell left the meeting at 3:01 pm

- j. Coastal Foods Roundtable, Tofino Community Food Initiative – K. Miles
Tofino Community Food Initiative (TCFI) is hosting a second Growing West Coast Gardeners workshop series, four full-day courses held from April through September to support growers for the whole season. Food Forest on the Wickaninnish Community School property is being worked on to have a more productive and practical growing. Working on a Memorandum of Understanding with SD70 and TCFI to clarify supports from the district. Looking to expand the seed saving network on the West Coast. Seedy Sunday scheduled for April 27, 2025; looking for seeds and seedlings for sale at the event. Ahousaht School and Ucluelet Elementary School have received grants to revitalize their school gardens. Next Coastal Foods Roundtable meeting scheduled for April 8, 2025. Tofino Ucluelet Culinary Guild feeling increased pressure from the public to supply BC grown food. They are looking to expand what they can sell in the winter/shoulder seasons.
- k. 4-H – P. Palmer
Will be reaching out to committee members to have as speakers. One club in the Alberni Valley called the Clover Patch Club. 21 members signed up, eight beef, three rabbit, two cavy, two dog, and seven clover-buds. Next meeting is Feb 18 at 6:30pm. The meetings are run by an elected executive comprised of the youth members, with support from the leaders. Manure fundraiser in April, potential to include seaweed. Goals for 2025 is to engage members and get leaders trained and ready to provide more projects. Expansion into non-livestock programs, to be more inclusive. Registration for 2025 closes Feb 28th. More information on the 4H website, or the Alberni Valley 4H Facebook page.

B. Collins left the meeting at 3:15 pm

- l. Primary Agricultural Producers
 - Tanya Shannon, Shannon Farms
 - Bomb Cyclone in late November damaged roofing, lost approximately 1000 trees on the property, no livestock losses.
 - Gather and Graze event on the farm, August 15/16, 2025. Tickets are now on sale; Saturday is already waitlisted.
 - Agricultural Bylaw Updates requested at the previous ADC meeting, to match the ALR, will allow for less red-tape and restrictions was denied by the Board of Directors due to staff-time restrictions. Would like to request updates to the bylaws one-by-one, instead of asking for it all to be done at once. Specifically requesting the ADC look at the restrictions around agritourism and how to update the bylaws to match the language in the ALR bylaws.

The Committee further discussed options on how best to present this to the Board of Directors, and how this could be carried out.

MOVED: T. Shannon

SECONDED: L. Aylard

THAT the Agricultural Development Committee request the Alberni-Clayoquot Regional District Board of Directors direct staff to amend the Short-Term Rental Bylaw to exempt the need for a Temporary Use Permit for agrotourism accommodation on Agricultural Land Reserve properties.

CARRIED

- Lisa Aylard, Stonehaven Farm
 - Over \$15,000 in damage in November's storms, to date.
 - Cost of animal bedding has doubled since San Group closed and is negatively affecting producers in the valley.

MOVED: S. Rymer

SECONDED: T. Shannon

THAT the verbal reports a-l be received.

CARRIED

9. LATE BUSINESS

A. Lewis added upcoming event dates to note:

- April 27, 2025 – Seedy Sunday in Tofino
- April 27, 2025 - Annual Homestead Market at Beaver Creek Community Hall
- April 26, May 3 & 10, 2025 - Spirit Square Seedling Sale
- May 10, 2025, 10am-3pm - Sheep to Shoal event held at Arrowvale Farms with the local Fiber Guild

10. QUESTION PERIOD

Questions/Comments from the public. The Administrative Assistant advised there were no questions or comments respecting an agenda topic from public:

- Participating in Person in the ACRD Board Room
- Participating in the Zoom webinar
- Submissions received by email at responses@acrd.bc.ca.

11. ADJOURN

MOVED: T. Shannon

SECONDED: A. Lewis

THAT the meeting be adjourned at 3:59 pm

CARRIED

Certified Correct:

Heather Shobe

Heather Shobe,
Chairperson

Kristin Kerr-Donohue

Kristin Kerr-Donohue,
Administrative Assistant

Table of Partners Minutes

Wednesday, April 16, 2025 @ 9:30 am

Via Zoom on-line meeting

- Members:** Marcie Dewitt, ACHN Coordinator
Penny Cote, ACRD EA “D” Director
Debra Hamilton, Executive Director ADAPS
Deb Haggard, CPA Councillor
Shawn Anderson, District of Ucluelet, Councillor
Rachelle Cole, BCEHS
Mollie Law, RCMP
Sasha Visona, Ridgeview Health and Performance
Samantha Barrowcliff, Community Health Services
Jude Newman, Citaapi Mahtii Housing Society
Jaslyn Haberl, Bamfield Community School
- Regrets:** Ellen Froom, Sage Haven
Natasha Dumont, Island Health
Tish Bernard, Physiotherapist, Island Health
Helen Zanette, Trustee, SD70
Laurie Hannah, Westcoast Community Resource Societies
Vaida Siga, ACRD EA “C” Director
Brooke Wood, CBT, Rural and Remote Division of Family Practice
- Guests:** Jim Wright, Alberni Valley Transition Towns Society
Peter Kaegi, Alberni Valley Transition Towns Society
Cailin Pitre, Program Manager, Westcoast Community Resource Society
- ACRD Staff:** Alyssa Spencer, Administrative Assistant

1. CALL TO ORDER

The meeting was called to order at 9:36 am.

The Coordinator recognized the meeting is being held throughout the Nuu-chah-nulth territories.

2. APPROVAL OF AGENDA & MINUTES

The Agenda for April 16, 2025 meeting was approved.

The Minutes of the March 19, 2025 meeting were approved.

3. Inter City Bus Presentation – Transit Committee of the Alberni Valley Transition Towns

- Proposing carbon reducing, more affordable accessibility by increasing inter city bus services from Tofino/Port Alberni into Nanaimo

- Would like to increase services from Port Alberni to Nanaimo to 6 daily trips and Tofino to Nanaimo to 3 daily trips
- Hoping for \$5.00 fair for Port Alberni and \$10.00 for Tofino
- Create safer and more affordable commuting for ages 40+ who can't operate a car, including health care seekers, single parent families, older folks, tourists, students and commuters
- Penny Cote states that transportation from Sproat Lake is an issue
- Invited to present at an ACRD meeting by Penny Cote
- Invited to present at a City Council meeting by Deb Haggard
- Marcie DeWitt states the West Coast leg is a challenge which falls outside of the mandate of BC Transit
- Hoping for City Council and Provincial support
- Letters of support to follow up from Bamfield and Ucluelet Communities

4. **ACHN REPORTS**

- a. **Coordinator Update** - Marcie DeWitt reported on activities that she was involved in since our previous meeting as outlined in the agenda package.

Highlights:

- Continuum of Care Coalition meeting prep, follow up and facilitation
- Planning with the Coastal Family Resource Coalition for the May Coming Together Forum on May 7
- Planning with Coalition for Coordinator handover
- Preparing MOU's for Youth Funding 2025
- Coordinating Community Health Networks across the Island for AVICC
- Delegation presentation to Port Alberni and Regional District Board
- Living Wage calculation with Living Wage BC working to collect data on Childcare Needs Assessment
- Poverty Reduction Action Plan – ensuring there is up to date data, doing a lot of work with Tamarac – Western Community Leads

5. **ACHN UPDATES**

- a. **Foundry Update**

Deb Hamilton:

- Interministerial school building disposal process completed on a building in Port Alberni – drawing up an agreement for purchase
- One of 10 communities whose goal is to open doors by 2027
- Second community with a potential site to secure
- Once open there will be approximately up to 1 million dollars of operating costs
- Will be one of the only communities being a Foundry that is owned by a non- profit
- Entering an agreement to purchase for boy's project building at 3816 Anderson Avenue
- Contractor says location will respond well to improvements and renovations, likely to add on 3500-4000 sq feet
- Awarded 1.5 million capital investment by the government

- Will rely on a capital fundraising campaign
- Coastal Family Coalition has a youth focused subcommittee – combined with Communities Building Youth Futures determined the Foundry model could be effective on the Coast, including coast in Foundry work, to support the Coast in hosting its own Foundry,
- ADAPS can match ACHN investment and post a Youth Navigator Role for the Coast
- Every Foundry committee across the province get a stress ball, youth have selected salmon and bears for Port Alberni

b. Communities Building Youth Futures

Jaslyn Haberl:

- Spring break was full of camps with between 15-25 children and youth each day including fun field trips
- Youth will be heading to Marine station to run their own scientific experiments
- Getting garden ready for Indigenous Medicine Garden planting next Wednesday with Alberni Valley Food Security Society, ACRD and the School District
- Plans for prom and graduation are coming together
- Hiring for a Summer Day Camp Facilitator
- In the process for hiring her replacement – hopefully to start in May
- Engaging with ADAPS on peer support training

6. INFORMATION ITEMS

a. Regional & Member Updates

Sam Barrowcliff:

- Occupational Therapist coming to work with Port Alberni from May – October
- Posted for a casual Physiotherapist position as an alternative provider until position is permanently filled

Debra Hamilton:

- Delivered 3rd Annual Youth Conference in Port Alberni
- Held a well-received language workshop around Nuuchahnulth language
- Youth Advisory continue to meet, one of biggest successes this year was a rec group called The Gender Genies Wizard Dome with a Queer, Trans Youth peer support worker leading
- ADAPS is experiencing several increased assets for youth and child health around support, counselling and navigation – constant recruitment battle, ADAPS has great retention
- As a member of the Integrated Child and Youth Team, launched a new Concurrent Disorder Substance Use Coalition in January
- ADAPS bought a big house, this year is ADAPS 20th birthday, May 7 is their open house, also National Youth Mental Health Day

Caitlin Pitre:

- In Strategic planning mode – would love input, share thoughts on the organization
- Tax season is still going, doing free tax clinics and drop ins on the Coast
- Offering in person training for the Anti Oppressive De-escalation, put on by The Homelessness Services Association of BC
- One unit is open in Welcome Bay second stage housing – application is on website
- Recently hired a First Nations Women’s Outreach worker - Anne Marshall
- Hired Family Support worker
- Hiring for Administrative Assistant role – interviewing this week – hoping to fill the role by May

Penny Cote:

- AVICC – was one of the moderators for the Community Health Solution Workshop with 2.5 hours of data
- Youth aged 10+ start with drug and mental health issues, 18 months to see a mental health professional
- “Survive the Drive” was a big message
- Three students attended, one did a report on what she got out of the opportunity to attend the conference
- Agriculture Development Committee speaking on Nutritional Coupon Program plan
- 4H Club- 38 kids in the organization who learn about the land, animal care and healthy food
- ACRD – passed the budget, will be doing Grant in Aids differently

Marcie DeWitt:

- Point in Time Homelessness count will be on April 30
- Port Alberni Doctors Group meeting on 29th around recruitment and retentions of Medical Professionals

Shawn Anderson:

- Affordable housing update – 250 unit (over 75% affordable or retainable for Ucluelet development included), some new information is warranting a new public hearing
- Health care – AVICC preconvention meeting – suggests Donna Hais to do a delegation in Ucluelet, speaking on how many people who need lifesaving treatment won’t make it – tagline is “Survive the Drive”
- Site visit with Island Health at the new healthcare building in Ucluelet, what else can we put in that building? What are the needs?
- Potentially getting smaller clinics that specialize in other areas like Oncology
- Share-care was a great program
- New program called Remote and Rural Communities Access
- Josie as Health Minister – never been in a better spot

7. MEETING ADJORNED

The meeting adjourned at 11:00 am.

The next meeting of the Table of Partners will be held Wednesday, May 21, 2025 at 9:30 am.



Heritage Commission Meeting
May 7th, 2025
Minutes

Location: AV Museum

Attendees:

ACRD	Penny Cote
City Council	Charles Mealey
Chamber of Commerce	Jolleen Dick
Community Arts Council	Jane Victoria King
Community at Large	Colin Schult - REGRETS
Historical Society	Gareth Flostrand
Industrial Heritage	Leslie Walerius
Maritime Heritage	Ken Watson
McLean Mill	Elliot Drew
SD 70 – Pacific Rim	Pam Craig
Staff	Sheila Perry

Regrets: Hupačasath First Nation
c̓išaaʔath̓ (Tseshaht) First Nation

Visitors: Richard Spencer, CoC Staff

Called to Order at 7:02 pm by Chair Gareth Flostrand:

Note: Member Organizations are to forward their alternate's contact information.

1. Moved by Pam Craig that the agenda of the May 7th, 2025 meeting be approved.
2. Moved by Jolleen Dick that the minutes of the April 2nd, 2025 meeting be approved as circulated.
Moved by Pam Craig to accept the consent agenda containing monthly reports for April be approved as circulated.
3. Old Business
Staff reminded that member organizations are to identify the person, event, program, accomplishment they wish to feature in the heritage recognition initiative and forward it to staff.
4. Correspondence
Staff announced that the AVM has received a request to facilitate an academic in residence to support post-doc research on Nuuchah-nulth mythology.
5. New Business
Commissioners discussed various ways to incubate community engagement. Gareth Flostrand and Pam Craig volunteered to form a sub-committee to begin organizing an event for early fall.



Heritage Commission Meeting
May 7th, 2025
Minutes

6. REPORTS

A. Community Arts Council

Grove Gallery & CAC Updates:

Visitor Attendance:

- Total guests in March: 714

Gallery/Gift Shop Updates:

- The Grove is now open 7 days a week.
 - Mon – Sat 10 – 4
 - Sundays 10 – 3
- Spring Raffle Basket is completed, with notable donations from Flandangles, Bombers Cafe and Unilo Foods. The basket's value is over \$300! Raffle tickets are being sold at The Grove Gallery and at special events in the community, such as the Timbre! Choir.
- Book Sale update: we have invited a number of local authors, food vendors and bookstores to take part in the event.
- Working with the AV Museum in a collaborative children's art making workshop for the end of May. This event will be taught by Milo and offers a financial injection with the collaboration.
- Placed a job posting for the Teas at the Mill event coordinator, on indeed.

Workshops and Events:

- Watercolour Wednesdays classes hosted by Adrianna were well attended and are now being offered in May.
- Port Alberni Port Authority is working with us to promote and manage youth volunteers for the painting of their mural on the Dock+ building. This event engages the community, and offers a promotional opportunity for the PAPA and CAC, whereas news members will be invited to cover the event. The CAC also successfully negotiated a payment for the local muralist.
- Playhouse Paint Night was a big success, with 20 participants. We also invited two local musicians thanks to Kim Bothen, Xixi and the Bandit. V9Y Catering provided charcuterie, plus drink sales for Portal Players.



Heritage Commission Meeting
May 7th, 2025
Minutes

Upcoming Events & Exhibitions:

- **May 1:** Opening reception: "The Wednesday Collection" by the Alberni Valley Wednesday Painters, 6pm – 8pm
- **May 3:** Alberni Valley Wednesday Painters Meet & Greet, 1pm – 3pm
- **May 7:** Watercolour Wednesday at the Grove Gallery
- **May 9 & 10:** Annual MASSIVE Book Sale at the Athletic Hall
May 9th 6pm – 8pm, & May 10th 9am – 3pm
Be sure to drop off your gently used books, puzzles, and CD's in the white bin outside of The Grove. Or call ahead at 250-724-3412. This year the book sale will also have the Mt. Klitsa Gardening Club with their plant sale, as well as local authors with a very special live reading by Evelyn Thompson-George from her book "The Defiant 511 of The Alberni Residential School".
- **May 14:** CAC will be attending the ADSS Student Hiring Fair at the ADSS
- **May 17:** Drop-In Kids Workshop at the Grove Gallery
- **May 21:** Watercolour Wednesday at the Grove Gallery
- **May 24 and 25:** Dock+ Mural Painting at the Dock+
- **May 31:** Kids Workshop in collaboration with the Museum
- **June 20:** Summer Solstice Crafty Cruise, aboard the Frances Barkley



Heritage Commission Meeting
May 7th, 2025
Minutes

B. SD 70 – Pacific Rim

Heritage Commission Report May 7 2025:

1. **International Education and Newcomers** – planning and registration for the 2025/26 International program is expecting students from Germany, Spain, Japan, Netherlands, Mexico, Italy, Austria, Czech Republic and Taiwan. We currently have 26 active home stay families hosting two students each.
 - One student's story highlight this year was of a student from Germany who embraced the experience by joining leadership class, volunteered at school events and eventually became the Sr. Girl's Basketball Team Manager at ADSS. She proudly looked after the Sr. Girls on their trip to the Provincials. She was the delight of the team and coaches when she proclaimed to everyone on the bus
 - "I LOVE MY LIFE, I LOVE MY LOVE HERE – I don't want to go home ever!"
2. **Networks of Inquiry and Indigenous Education** - The purpose of NOIIE is to create a just society where every learner crosses the stage with dignity, purpose and options. Eight school teams in Pacific Rim submitted case studies from Howitt Elementary, Wickaninnish Community School, Bamfield Community School, ADSS, Maquinna elementary, Tsuma-as Elementary and Ucluelet Elementary. Topics ranged from fostering connection of students to nature, to building confidence and resiliency in young students through the 'big buddies' program, to empower youth to overcome trauma, to engage grade 8 learners to be curious, to increase Nuuchahnulth language and culture, to creative problem solving and critical thinking and to more opportunities for imaginative play.
3. Little Mermaid – A Magical Musical Adventure - at ADSS May 9, at 7:00pm and May 10, at 1:00pm and 7:00pm.



C. Chamber of Commerce – NO REPORT



Heritage Commission Meeting
May 7th, 2025
Minutes

D. McLean Mill

McLean Mill National Historic Site Update, May 7th, 2025

Prepared by Elliot Drew

April saw a lot of activity out at the Mill. Amid the regular cleaning, planning and prep to get the 2025 season underway, we also hosted some very successful events. Job postings went out for our first round of hiring and we have filled those positions with returning staff. We are set to officially open Friday May 16th at which time our hours will be Wednesday thru Sunday 10 am to 4pm till July when we will add additional staff and be open 7days a week till Labour Day

This month we were please to welcome back both the McLean Mill 10km event and the Alberni Bowmen for their 3-day shoot. Each event saw some growth from last year but most importantly ran very smoothly as we become more experienced working with the organizers of these fantastic community groups. John Paul II Catholic School visited us on the 1st, along with a contingent of students from Japan, to tour the Site and learn more about the history of our region, the logging industry and of course the Mill itself. We were also very please to host the SalmonFest AGM and the Chamber Breakfast with speaker Josie Osbourne.

Most importantly we met with management from the City to work through safety concerns for this upcoming season and to begin the conversation around the future of the Mill.

Our calendar of events continues to fill for 2025 through 2026 with both private and community events requesting information.

Important Upcoming Dates:

Chamber of Commerce AGM – May 14th

Opening Day of Regular Operations – May 16th

Grad Photo Day – Jun 21st

Wedding – Jun 28th

Start 7 days a Week Operation – June 30th

Wedding – July 12th

As always, we are proud to be the steward of this local treasure and deeply grateful to share its story with our guest.



Heritage Commission Meeting
May 7th, 2025
Minutes

E. Historical Society

ALBERNI DISTRICT HISTORICAL SOCIETY REPORT

MAY 7, 2025

- The Alberni District Historical Society's **AGM** will be held Thursday, May 29th, 7 pm in the Museum. There will be no guest speaker that night. There will be speakers at our 60th Birthday Party on June 12th in Echo Centre.
- Volunteer hours last month were 199 1/2.
- New items are being entered in our In-Magic program. This program numbers all the "treasures" we have – just like the Dewey-Decimal system libraries use.
- The latest "A Look Back at the Early Days of The Alberni Valley" (our Facebook article by Diane Dobson) features Readin', Writin' and Rithmatic – Beaver Creek & Gill Schools. Read and forward it to someone you think might be interested in the History of the Alberni Valley.
- The Archives is open Tues-Thur. 11am to 3 pm.



Heritage Commission Meeting
May 7th, 2025
Minutes

F. Maritime Heritage Society

Port Alberni Maritime Heritage Society
May 7, 2025 Report to the Heritage Commission

Current Hours

The Gallery and the Lighthouse have now reopened for regular public viewing with hours as follows:

- Tuesday, Wednesday, Thursday, Saturday and Sunday 11am to 3pm

In addition, tours outside these hours may still be arranged by contacting Dale Gross the Facilities Coordinator at the below noted contact information.

Summer Programs

We will once again be offering summer programs geared towards children and youth at the Gallery and the Lighthouse this summer. Funding for two summer students has been approved through the Canada Summer jobs program. We are also seeking additional funding to hopefully have three summer programming positions again this year. We will begin recruiting for these positions soon. Watch our facebook page for job postings.

“Teak Lady” Restoration

Our volunteers are continuing the renovation of this little vessel. If you are interested in knowing more about this vessel's interesting local and international history check the blog on our website. If you are interested in getting involved with its restoration please give us a call.

Contact Information

Telephone	250-723-6164
Website	portalbernimaritimeheritage.ca
Facebook	maritimediscoverycentre
Email	portalbernimhs@gmail.com

Respectfully Submitted

Ken Watson , PAMHS Rep



Heritage Commission Meeting
May 7th, 2025
Minutes

G. Industrial Heritage Society

May 7, 2025 Report to the Heritage Commission

1. General WVHHS Information:

The Society will be participating in the upcoming "Welcome to Port Alberni" Event May 10th, at the Barclay Hotel hosted by Valley Vibe.

2. Alberni Pacific Railway – from Richard Spencer, APR Manager:

It has been a very busy month at the APR, and a busy few ahead.

*APR Crews have finished work to the MBL#11 after work to the engines, brakes, and bell was undertaken over the winter.

*An interior rebuild of the mark mosher coach is currently in progress.

*74 switch ties have been replaced on the Shop Lead after years of no maintenance. This was our biggest project and was performed by a mix of contractors and APR Crew.

*Council has vote in favour to enter a 5-Year Agreement with the IHS to operate the APR. We are currently awaiting the draft agreement for 2025-2029.

*We have released our schedule for the 2025 operating season, as well as tickets are now available

APR has multiple charters and private events booked, one taking place on May 10, one on May 18 and one in June.

3. Industrial Heritage Centre – David Hooper, Bob East & Paul Blake

April Events:

April 8 - hosted Retired Loggers' Social - more than 120 persons in attendance.

April 11 – with 3 trucks - took part in the first "Vaisakhi Parade" in Port Alberni

April 24 - hosted a visit by the Van Is. Garden Railway Club

with guided tour of the APR Roundhouse and Ind. Heritage Centre

Upcoming Events:

May 3 – hosting "Model A" club from the Mainland, incl. members of "BC Vintage Trucks Museum" in Cloverdale.

May 6 - hosting Alberni Elementary Kindergarten Class

May 25 - "Horsepower for Healing" Show at Fall Fair grounds - bringing a truck or two

June - hosting three School class visits

"Pop-Up" Souvenir Store

Continue to work on display and inventory for the "Pop-Up" Store.



Heritage Commission Meeting
May 7th, 2025
Minutes

Donations Received:

The Society received the Donation of a Photo and magazine articles Collection (18 albums) on the history of Logging trucks on the Coast, via Michael Dean of Ladysmith - a valuable resource of information.

Major Supporter:

"Kingsley Trucking" has been one of our major Supporters over the past seven years. With "Kingsley Trucking" being involved as one of the possible assets in the "SAN Group" Bankruptcy proceedings, this is adding to the Uncertainty Woes at the I.H.C. because "Kingsley" has been loaning us a 2000 "Volvo" highway tractor, with Insurance, to legally and safely transport vintage equipment to Shows and Events.

We have a usable Plan "B" truck but, we will have to pay Insurance and maintenance = an extra annual expense.

Industrial Heritage Centre – Shop:

This time of year, the mechanics are preparing the trucks for parades, local events and upcoming trips to Coombs Fire Dept (60th Anniversary), Lake Cowichan Days Parade and Duncan Truck Show. This involves: maintenance (oil to brakes), cleaning, polishing.

4. WVIHS Memberships

* Memberships are now available for 2025.

Anyone wanting to renew a membership or become a member of the WVIHS can do so by visiting the Industrial Heritage Center during open hours or going online to www.ihportalberni.ca/membership.

Respectfully Submitted by,

Leslie Walerius
Western Vancouver Island Industrial Heritage Society



Heritage Commission Meeting
May 7th, 2025
Minutes

H. City Council

CITY COUNCIL MEETING SUMMARY

*An information report summarizing the Regular meeting of Council held April 28, 2025.
These are not the official minutes. For more information, please contact the Corporate Services
department at 250.723.2146 or email: corp_serv@portalberni.ca.*

INTRODUCTORY REMARKS

Council held a moment of silence in recognition of the National Day of Mourning.

UNFINISHED BUSINESS

Administration provided Council with an update on the status of the remediation work at 5170 Argyle Street [Port Pub].

STAFF REPORTS

Quarterly Departmental Reports

Council received Quarterly Reports from the Development Services, Economic Development, Finance, Human Resources, and Parks, Recreation and Culture departments for the period January 1, 2025 – March 31, 2025.

Q1 Nuisance Abatement Working Group Report

Council received the Nuisance Abatement Working Group Quarterly Report for the period January 1, 2025 – March 31, 2025.

BYLAWS

"Animal Control and Pound Bylaw No. 5126, 2025" was adopted. This Bylaw provides for the regulation of the keeping of dogs and cats and other animals in the City of Port Alberni.

"Cemetery Management Bylaw No. 5127, 2025" was adopted. This Bylaw provides for the regulation and operation of the Greenwood Cemetery.

"Fees and Charges Bylaw No. 5125, 2025" was adopted. This Bylaw establishes fees and charges for various services provided by the municipality, aiming to ensure cost recovery and efficient service delivery.

"City of Port Alberni Tax Rates Bylaw No. 5124, 2025" was adopted. This Bylaw sets the tax rates required to balance the municipalities taxing obligations as outlined in the Financial Plan.

"Bylaw Notice Enforcement Bylaw No. 5128, 2025" was introduced and given three readings. This Bylaw upon adoption will provide for the enforcement of bylaw offence notices.

CORRESPONDENCE

2025 ADSS Prom Committee | Use of City Streets

Council authorized the 2025 ADSS Prom Committee access to City streets on Saturday, June 21, 2025 from 5:15 to 6:45 pm for the purpose of a prom parade from Burde St. to 10th Ave. through to Roger St., ending at the Athletic Hall [3727 Roger St.].

Council received their correspondence summary which included letters from:

- a. AVICC | 2025 AVICC AGM & Convention - Resolutions Disposition & Draft Minutes
- b. ACRD | Emergency Support Services Receive Provincial Funding
- c. Canadian Union of Public Employees (CUPE) 118 | National Day of Mourning

PROCLAMATIONS

On behalf of MS Canada, Council proclaimed the month of May 2025 as '**MS Awareness Month**' in Port Alberni.

On behalf of Vancouver Island Economic Alliance (VIEA), Council proclaimed May 30, 2025 to June 6, 2025 as '**Island Good Days**' in Port Alberni.

On behalf of Pacific Salmon Foundation, Council proclaimed June 1, 2025 as '**Wild Salmon Day**' in Port Alberni.

REPORT FROM IN-CAMERA

Council released for public consumption notice of its intent to extend the Railway Operation and Maintenance Agreement with the Western Vancouver Island Industrial Heritage Society for a period of 5 years to include an annual City grant of \$60,000 + CPI for the duration of the agreement for the cost of operating insurance and miscellaneous operating expenses.

NEW BUSINESS

Alberni Valley Community Forest Corporation | Resolutions of Shareholder

Council endorsed the Alberni Valley Community Forest Corporation Resolutions of Shareholder in writing as presented.



Heritage Commission Meeting May 7th, 2025 Minutes

Multiplex Chiller Failure

Council directed staff to proceed with renting a plate and frame chiller and installing ice at the Multiplex for the period of June 2025 – May 2026 at the cost of \$285,000.

Council also directed staff to begin the process of replacing the current shell and tube chiller with a plate and frame chiller, with installation of the unit to occur in spring 2026 in time for summer 2026 ice operations.

BCCFA 2025 Conference & AGM | Authorize Council Registration

Council authorized Councillor Verbrugge to participate in the BC Community Forest Association (BCCFA) 2025 Conference and AGM, taking place May 26-28, 2025 in Nanaimo, BC, with authorization to include reimbursement of travel and accommodation expenses incurred as per Travel Policy No. 3009-2.

Tseshahlt Lightning Open Basketball Tournament 2025

Council authorized the contribution of a combination of \$5,000 in kind or in cash from the Reconciliation Fund to the 2025 Tseshahlt Lightning Open Basketball Tournament taking place May 16 – 19, 2025, and directed Administration to work with Tseshahlt Lightning representatives to determine the best use of funds.

Short Term Rental Requirements

Council directed Administration to prepare a report providing an overview of short-term rental requirements in the City.

Tree Protection and Regulation Bylaw

Council directed Administration to research, draft and introduce a Tree Protection and Regulation Bylaw.

Volunteer Policy and Handbook

Council approved Volunteer Policy No. 3002-8 and the associated Volunteer Handbook.

Cathedral Grove

Council directed Administration to extend an invitation to the Ministry of Transportation and Transit requesting their attendance at a Regular meeting to provide a delegation regarding traffic safety plans in Cathedral Grove.

Vancouver Filipino Community

Council directed Administration to send a letter to the City of Vancouver offering condolences on the recent tragedy in the Vancouver Filipino community.

QUESTION PERIOD

J. Leskosek

Inquired about the purchase of a chiller for the Multiplex ice production.

COUNCIL MEETINGS

The City of Port Alberni now offers hybrid Council and Committee of the Whole meetings.

We encourage you to remain informed on City business and community topics through the following options:

- Attend in-person in City Hall, Council Chambers, located at 4850 Argyle Street
- Livestream @ www.portalberni.ca
- Join online or by phone using MS Teams

Regular Council meetings are held at 2:00 pm on the second and fourth Monday of each month. All meeting recordings are posted on the City website for viewing.

Complete Council agendas including all correspondence and reports are available at portalberni.ca. Generally, these are posted the Friday before each Regular Council meeting and are archived on the site.

The Council Summary is prepared following each regular Council meeting and posted on the City's website. You can also visit the City website and sign up to receive summaries delivered directly to your inbox.

For more information related to Council meetings, including how to participate, please visit www.portalberni.ca/council. You may also contact the Corporate Services department at 250.723.2146 or email corp_serv@portalberni.ca.

MEETINGS AT A GLANCE

Wednesday, May 7th

7:00 pm | Heritage Commission
Alberni Valley Museum

Monday, May 12th

2:00 pm | Regular Council
Council Chambers

Tuesday, May 20th

6:00 p.m. | Committee of the Whole
Council Chambers



Heritage Commission Meeting
May 7th, 2025
Minutes

- I. Regional District – no report
- J. Community at Large – NO REPORT FOR APRIL

Regular Community Events/Meetings

- ~~Skysong~~ Community Choir meets @ Char's every Tuesday from 6-8pm
- CCO Blind meets 10am first Wednesday of each month @ Abbeyfield
- TOPS meets @ RCL Tuesdays 8-10am
- Spirit Square Farmers Market Saturdays 9-12 at Harbour Quay
- AV Coin Club 3rd Thursday @ 7pm craft room A @ Echo Centre
- AV Rock and Gem Club meet 1st Sunday @ 2pm at the Clubhouse Tebo RD
- AV Grief Care Group Sundays 2-3pm @ Southside Comm Church of the Nazarene
- AV Museum – Knit Nights Thursdays 6-8pm
- Golden Oldies Car Club – 1st Thursday @ RCL 7pm
- AV Photography Club 2nd and 4th Wednesdays @ Abbeyfield House 7pm
- ~~Skysong~~ Community Choir @ Char's every Tuesday 6-8pm
- Postpartum and Baby Group 1030-12 – Meet and engage with other postpartum families, all pieces of the family are invited – Bi-weekly

NEW – Free healing Yoga, Wednesdays @ AV Hospice 11-12 Feb 12-March 5

May Activities Around Town

- 7** – 3rd Annual Pediatric Stroke Awareness walk @ Blair Park 10am
- 8** – Workshop: Hiring for Success @ AVCOC 1-3pm
 - Sketch with Bob @ Harbour Quay 6-830 Free
- 9** – Dog and Cat teeth cleaning @ Bosleys 10-6
 - Blues Night at the Legion 630pm tix \$15
 - Poker at the Italian Hall 7pm \$65
- 9-10** – ADSS Theatre – Little Mermaid Tix 10/15 Fri 7pm – Sat 1&7pm
 - Massive Book Sale @ The Grove 6pm 9th – 3pm 10th
- 10** – 4th Annual Plant/Seedling sale Noon @ Harbour Quay
 - Meet your community welcome event – 10-2pm @ Echo CC
 - Spring Fling Market @ BW Barclay 11-4
 - Mt ~~Klitsa~~ Garden Club – Annual Plant Sale @ PA Athletic Hall 9-2
- 11** – Mother's Day Garage Sale – 7310 BC Road 10-3
- 14** – PA Lawn Bowling Open House – Wallace St -learn how to play
 - Hospice Volunteer Training 2579 10th Ave 4-630
- 16** – NTC Spring Event @ NTC Health Dept Redford St – culture. Crafts, activities/surprises
- 16-19** Tseshahat Lightening basketball tournament @ Alberni Athletic Hall
- 22** – John Howitt Mad Hatter – CCC Hall330-7, games/prizes/concession/cake walk/petting farm
- 23** – Pottery: Garlic Grater and Herb Stripper @ DMB 7pm – City of PA course/program
- 24** – Black Ty Gala @ Echo CC 6pm, dinner by Starboard Grill \$150, live and silent auctions, Music
- 25** – Horsepower for Healing – 10-2 @ fall Fairgrounds. Horsepower for Healing is a mental health and harm reduction-focused car show designed to bring people together through a shared love of classic and performance vehicles.
- 30** – Ladies Night @ Leave her Wild 4-7pm
- 31** – Battle of the Bands – The ~~Zattzoo~~ Project @ KCC 6pm

June 6th – Friday Night Market @ Harbour Quay 5pm



Heritage Commission Meeting May 7th, 2025 Minutes

K. Museum

AVM | APRIL AT A GLANCE

GENERAL ATTENDANCE:	1240
TOTAL ATTENDANCE:	1668
PROGRAMS:	18
INSTRUCTIONAL HOURS (STRUCTURED LEARNING):	130
HOURS OPEN TO PUBLIC:	133
OBJECT CARED FOR:	~5,400
REPOSITORY AGREEMENTS:	7

EXHIBITIONS |

Resist (18 March – 12 July, 2025)

Resist is an exhibition featuring artworks by members of the Fibre Art Network, a cooperative based in Western Canada dedicated to advancing fibre as an art form. In this context, the double entendre of *Resist* refers both to the techniques employed in fabric manipulation and to methods of social activism. Visitors are encouraged to explore the diverse techniques applied to fabric while also reflecting on contemporary issues concerning the human condition.



Still Standing
By Sandra Whelan



Girds and Strings and Other
Things
By Terry Jinks



Fighting The Current
By Diana Bartilomo



Resisting Change
By Doreen Bayley

PROGRAMS | FAMILY/CHILDRENS PROGRAMS: 8 TOTAL

- Wonder Workshops (6-12 years)
- Birthday Parties (Ages 5-10 years)
- Museum Minis – Pre-K
- SD 70 – School Tours

ADULT PROGRAMS: 10 TOTAL

- Kumihimo Workshop
- Cordage Workshop
- Spinners & Weavers | Knitters
- TIFF Film Series



Heritage Commission Meeting

May 7th, 2025

Minutes

- L. Hupačasath First Nation – no report
- M. čišaaʔath (Tseshaht) First Nation – no report

7. Next Meeting

- A. June 4th, 7pm (PAMHS)

- 8. Moved by Pam Craig to adjourn at 8:30 pm.

DRAFT



**PACIFIC RIM SCHOOL DISTRICT
EDUCATION COMMITTEE MEETING MINUTES
May 6, 2025, 4:00 p.m.
School Board Office, Port Alberni**

Pam Craig - Board Chair
Cynthia Orr – Vice Chair
Cherilyn Bray - Trustee
Janis Joseph - Trustee
Larry Ransom - Trustee
Chris Washington - Trustee
Helen Zanette - Trustee
Peter Klaver - Superintendent
Barbara Ross - Secretary Treasurer
James Messenger - Assistant Superintendent
Michell Bennett - Director of Instruction, Inclusive Education
Marc Fryer - Director of Instruction, International Education & Newcomers
Craig McAulay – Principal Alberni District Secondary School
Sandra McAulay – District Resource Teacher (Virtual)
Dani Stone – Principal Wickaninnish Community School (Virtual)
Nick Seredick – Principal Eighth Avenue Learning Centre
Paula Mason - Manager of Corporate Services
Hannah Fletcher - Executive Assistant HR
Nadine White - CUPE President
Sean Peterson – PVPA President

1. Call to Order/Land Acknowledgment

The Chair acknowledged that we work and learn on the ɥaɥuʔi of the Hupačasath(Hupacasath), Huu-ay-aht (Huu-ay-aht), ʔaɥuukʷiʔaɥ (Tla-o-qui-aht), Cišaaʔaɥ (Tseshaht) and the Yuuʔuʔiʔaɥ (Yuu-cluth-aht) Nations.

2. Introductions

3. Approval of Agenda

Moved by: Trustee Craig

Seconded by: Trustee Orr

THAT the May 6th, 2025, Education Committee Meeting Agenda be approved as presented.

Carried

4. **Petitions/Delegations/Presentations**

5. **Unfinished Business**

6. **Emergent Issues**

7. **Staff Reports**

7.1 Eighth Avenue Learning Centre Programs (10 minutes)

Principal of Eighth Avenue Learning Centre (EALC), Nick Seredick, presented his PowerPoint presentation on the EALC programs for the current and upcoming school year and responded to questions from Trustees.

7.2 International Program Update 2025 (10 minutes)

Director of Instruction, International Students and Newcomers, Marc Fryer, presented his PowerPoint presentation to the Education Committee.

7.3 Network of Inquiry Indigenous Education (NOIIE) Update (10 minutes)

Principal of ADSS, Craig McAulay, Principal of WCS, Dani Stone, and District Resource Teacher, Sandra McAulay, presented their PowerPoint presentation for the Network of Inquiry Indigenous Education (NOIIE) update.

7.4 Enhancing Student Learning Report (ESLR) Data Update / Consultation (20 minutes)

Assistant Superintendent, James Messenger, presented the report for the Enhancing Student Learning Report (ESLR) Data Update.

7.5 Learning Services Update (10 minutes)

Director of Instruction, Inclusive Education, Michell Bennett, presented her report for the Learning Services Update.

8. **Correspondence - For Information**

9. **Next Meeting**

10. **Adjournment**

The meeting was adjourned at 5:19 pm.

Board Chair

Secretary Treasurer



**PACIFIC RIM SCHOOL DISTRICT
POLICY COMMITTEE MEETING MINUTES
May 13, 2025, 4:00 p.m.
Administration Office Board Room, Port Alberni**

Pam Craig, Board Chair
Cynthia Orr, Vice Chair (via Teams)
Cherilyn Bray, Trustee
Janis Joseph, Trustee
Larry Ransom, Trustee
Chris Washington, Trustee
Helen Zanette, Trustee
Peter Klaver, Superintendent
Barbara Ross, Secretary Treasurer
James Messenger, Assistant Superintendent
Alex Taylor, Acting Director of Operations
Kirsten Nesbitt, Healthy Schools Manager
Paula Mason, Manager of Corporate Services
Ryan Dvorak, ADTU President
Nadine White, CUPE President

1. **Call to Order/Land Acknowledgement**
2. **Introductions**
3. **Approval of Agenda**

Moved by: Trustee Washington

Seconded by: Trustee Ransom

THAT the Board of Education approve the May 13, 2025 Policy Committee agenda as presented.

Carried

4. **New or Revised Draft Policy**

4.1 XXX: Medical Treatment of Students (P)

Manager Nesbitt provided a quick overview of her document. After discussion it was decided not to bring to public consultation yet, but to consult on language with Director Bennett. Revisions to be made include:

- add missing review date
- change word pupil(s) to student(s), change words "his/her" to "they", change

word "parent" to "parent/guardian", add words "or designate" after the word principal

4.2 XXXX: Emergency Disaster Procedures (P)

Acting Director Taylor provided a quick overview of the document. The policy will be sent to the Board for approval to go out for public consultation. Revisions to be made include:

- remove the last sentence
- change "24 hours" to "72 hours"

5. New or Revised Draft Administrative Procedures

5.1 XXXX: Parent/Guardian Code of Conduct (AP)

Assistant Superintendent Messenger presented the document on behalf of Director Bennett, advising that there will be a change to the images on the Infographic, but not to the content. Revisions to be made are as follows:

- remove words "(take out)", correct language in the Communication paragraph, remove the additional bullet, correct sentence in Active Partnership paragraph.

5.2 XXXX: Integrated Pest Management (AP)

Acting Director Taylor provided an overview of his document. No changes required.

5.3 XXXX: Ventilation for Acceptable Air Quality (AP)

Acting Director Taylor provided an overview of the document. Revisions to be made are:

- Ensure acronyms are spelled out on first use. Add word "regularly" to the first sentence of the Existing Buildings section.

5.4 XXXX: Medical Treatment of Students (AP)

Manager Nesbitt provided an overview of the document. It was asked that Director Bennet be consulted on this document before proceeding further.

Revisions to be made are:

- add a note about Celiac
- change word "should" to "will" in article 1.3

5.5 XXXX: Emergency Disaster Procedures (AP)

Acting Director Taylor provided an overview of the document. Revisions to be made are:

- add a missing review date
- add a comma to the sentence "Notify the office immediately if possible. If no answer, then call 911 immediately."
- add references to WorkSafe BC and Fire Code to a Resources section at the bottom of the document

- add words "or equivalent" to the bullet that reads 10 granola bars per person
Manager Nesbitt spoke to sourcing out a different water source, but no further changes required at this time.

5.6 XXXX: Anaphylaxis (AP)

Manager Nesbitt provided an overview of the document. Please verify with Ms. Fletcher regarding which staff need training or if it's already included in the First Aid training that's provided to CUPE support staff. Have Director Bennett review the document. Also, verify if this admin procedure should apply to staff as well as to students.

6. Policies to be sent to the Board for Approval to go out to Public Consultation

7. Policy/Admin Procedure out for Public Consultation

7.1 XXX: Purchasing (P)

7.2 XXX: Integrated Pest Management (P)

7.3 XXX: Ventilation for Acceptable Air Quality (P)

8. Forward to next Public Board Meeting for Adoption

9. Completed Business

10. New Business

11. Correspondence - For Information

12. Future Policy/Administrative Procedures

It was noted that there is an outstanding motion to bring the Board Procedures (AP) back to the Policy Committee to be modified to include a placeholder for Trustee / BCSTA / BCPSEA Reports.

13. Next Meeting Date

14. Adjournment

The meeting was adjourned at 4:43pm.

Board Chair

Secretary Treasurer