



**PACIFIC RIM SCHOOL DISTRICT
PUBLIC BOARD MEETING AGENDA
Tuesday, October 28, 2025, 4:00 p.m.
Administration Office Board Office, Port Alberni**

Pages

- 1. Call to Order/Land Acknowledgement**
We acknowledge that we are meeting on the ḥaḥuuti of the Ċišaaʔath (Tseshaht) and Hupačasath (Hupacasath) First Nations. We also acknowledge that we have schools also located on the ḥaḥuuti of the Huu-ay-aht (Huu-ay-aht), and ʔaʔuukʷiʔath (Tla-o-qui-aht), First Nations and the Yuuʔuʔiʔath (Yuu-cluth-aht) Government.
- 2. Approval of Agenda**
THAT the October 28, 2025 Public Board Meeting agenda be approved as presented/amended.
- 3. Conflict of Interest Declaration**
Are there any conflicts to declare?
- 4. Adoption of Minutes** 4
THAT the September 23, 2025 Public Board Meeting Minutes be approved as presented/amended.
THAT the September 26, 2025 Special Public Board Meeting Minutes be approved as presented/amended.
- 5. Announcements of the Chair**
- 6. Student Voice**
Maquinna Elementary School students
- 7. Trustee Statements**
- 8. Petitions/ Delegations/ Presentations**
- 9. Unfinished Business/ New Business**
- 10. Staff Reports**
 - 10.1 2025/26 Amended Annual Budget update (10 minutes)** 13
Barbara Ross, Secretary Treasurer
 - 10.2 School Budgets (5 minutes)** 16
Barbara Ross, Secretary Treasurer
 - 10.3 AED / Naloxone Update (10 minutes)** 17
Michell Bennett - Director of Instruction, Inclusive Education
 - 10.4 District Newsletter (5 minutes)** 19
Peter Klaver, Superintendent

10.5	Annual Board Election (5 minutes) Paula Mason, Manager of Corporate Services	34
	THAT the Board of Education approve that an election for the position of Chair, be held at the Annual Public Board Meeting on November 25, 2025. THAT the Board of Education approve that an election for the position of Vice-Chair, be held at the Annual Public Board Meeting on November 25, 2025.	
10.6	Child Care Update (15 minutes) Katherin Charbonneau, Director of Early Learning and Child Care	35
10.7	School Plans (5 minutes) Peter Klaver, Superintendent	39
11.	Policy Development	
11.1	Policies out for Public Consultation The following policies are out for a 30-day public consultation, closing at 4:00pm on November 7, 2025: - <u>NEW Use of School Equipment (P)</u> - <u>NEW Smoke and Vape Free Environment (P)</u> - <u>NEW Identifying Vests for Noon Hour Supervisors (P)</u> - <u>111: Election Proceedings Bylaw (P)</u> - <u>NEW Privacy Management Program Policy (P)</u> - <u>NEW Administration of Medication and Student Health Support (P)</u> - <u>NEW Response to Unexpected Health Emergencies (P)</u> - <u>NEW Donations and Corporate Sponsorship (P)</u> - <u>NEW Support Staff Training (P)</u>	
11.2	Policies for Adoption There are no policies for Adoption at this time.	
12.	Notice of Motion	
13.	Correspondence - Action Required	
13.1	2025-09-24 Request for Support - BC Association of School Psychologists	40
14.	Correspondence - For Information	
14.1	2025-09-29 Response to Farm to School BC advocacy letter - Ministers Osborne/Beare	45
15.	External Board Committees	
15.1	2025-10-25 Alberni Valley Learning Council Meeting Minutes	47
15.2	2025-04-15 ACRD Agricultural Development Committee Meeting Minutes	53
15.3	Alberni Clayoquot Health Network TOP Meeting Minutes	
15.3.a	2025-05-21 Table of Partners Meeting Minutes	59
15.3.b	2025-06-18 Table of Partners Meeting Minutes	62
15.3.c	2025-09-17 Table of Partners Meeting Minutes	67
16.	Internal District Committees	
16.1	2025-10-07 Policy Committee Meeting Minutes	71

THAT the 2025-10-07 Policy Committee Meeting Minutes be approved as presented/amended.

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 regular meeting of the Board of Education will be held on November 25, 2025 at 4:00pm, at the Administration Office Board Room.

19. Adjournment

The meeting was adjourned at TIME.



**PACIFIC RIM SCHOOL DISTRICT
PUBLIC BOARD MEETING MINUTES
September 23, 2025, 4:00 p.m.
Administration Office Board Office, Port Alberni**

Pam Craig - Board Chair
Janis Joseph - Trustee
Larry Ransom - Trustee
Chris Washington - Trustee
Cherilyn Bray - Vice Chair
Cynthia Orr - Trustee
Helen Zanette - Trustee
Peter Klaver - Superintendent
Barbara Ross - Secretary Treasurer
James Messenger - Assistant Superintendent
Michell Bennett - Director of Instruction, Inclusive Education
Alex Taylor - Director of Operations
Dave Maher - District Principal
Students from ADSS's Land-Based Learning Program
Hannah Fletcher - Executive Assistant HR
Ryan Dvorak - ADTU President
Wendy Arnet - ADTU Vice President
Nadine White - CUPE President (via Teams)
Darcy Phipps - DPAC President
Paula Mason - Manager of Corporate Services

1. Call to Order/Land Acknowledgement

The Chair acknowledged that we work and learn on the ḥaḥuʔi of the Čiśaaḥaḥ (Tseshaht), Hupačasath (Hupacasath), Huu-ay-aht (Huu-ay-aht), and ʔaḥuukʔiḥaḥ (Tla-o-qui-aht), First Nations and the Yuuḥuḥiḥaḥ (Yuu-cluth-aht) Government.

2. Approval of Agenda

Detailed questions, answers and discussion on each agenda item are available by watching the meeting recording, located on our [Agenda and Minutes](#) webpage.

Moved by: Trustee Ransom

Seconded by: Trustee Bray

THAT the Board of Education approve the September 23, 2025 Public Board Meeting Agenda as presented.

Carried

3. Conflict of Interest Declaration

There were no conflicts declared.

4. Adoption of Minutes

Change to "Special Board Meeting Minutes" on heading.

Moved by: Trustee Washington

Seconded by: Trustee Orr

That the Special Public Board Meeting Minutes of June 24, 2025 be approved as amended.

Carried

5. Announcements of the Chair

6. Student Voice

6.1 Land-based Learning (15 minutes)

Students from the Land-based Learning Program presented their experience as a member of the program and the impact it has had on their education and lives.

7. Trustee Statements

Trustee Ransom requested that the Board send a letter to the City of Port Alberni's Advisory Planning Commission requesting an update on their upcoming meeting schedule and expressing the district's support of the continuation of the Commission. Trustee Craig thanked Director Atwal, Manager Mason and Trustee Washington for their help with the Fall Fair booth. She also thanked Trustee Zanette, Director Atwal and Assistant Superintendent Messenger for attending the Grand Opening at Tsuma-as Elementary School's new playground. Trustee Ransom noted the Terry Fox run being held throughout the local neighbourhood, and what a great response was received from neighbours.

8. Petitions/ Delegations/ Presentations

8.1 Auditor's Presentation (10 minutes)

This item was deferred to a Special Public Board Meeting being held at 4:00pmn on Thursday, September 25, 2025 at the Administration Office Board Room.

9. Unfinished Business/ New Business

10. Staff Reports

10.1 2024-25 Audited Financial Statements / Discussion and Analysis Report (10 minutes)

This item was deferred to a Special Public Board Meeting being held at 4:00pmn on Thursday, September 25, 2025 at the Administration Office Board Room.

10.2 Annual Executive Compensation and Senior Employee Compensation Disclosure (5 minutes)

Trustee Orr voted against the motion.

Moved by: Trustee Bray

Seconded by: Trustee Joseph

THAT the Board of Education approve the Attestation Letter as presented; and
THAT the Board of Education approve the Public Sector Compensation Disclosure as presented.

Carried

10.3 Trustee Travel Expense Budget - verbal (5 minutes)

Secretary Treasurer Ross advised that she is currently working to close off the 2024/25 year-end, following which she will be working on the 2025/26 Budget. As such, this topic should be brought back to a future meeting.

10.4 2025/26 Minor Capital Plan submission approval (5 minutes)

Moved by: Trustee Washington

Seconded by: Trustee Bray

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 2026/27 Five-Year Minor Capital Plan (Minor Capital Programs) submission.

Carried

10.5 West Coast Transportation Update (10 minutes)

Director of Operations, Alex Taylor provided an overview of his report.

10.6 Enhancing Student Learning Report approval (10 minutes)

Moved by: Trustee Washington

Seconded by: Trustee Joseph

THAT the Board of Education approve the 2025/2026 Enhancing Student Learning Report as presented; and
THAT the Board of Education direct staff to submit the report to the Ministry of Education and Child Care by September 30, 2025.

Carried

10.7 Amended Capital Bylaw - generator (5 minutes)

Moved by: Trustee Ransom

Seconded by: Trustee Orr

THAT the Board of Education approve all three readings of Capital Bylaw No. 2025/26-CPSD70-02 in the Sept 23, 2025, Public Board Meeting.

Carried

Moved by: Trustee Washington

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 September 10, 2025, is hereby adopted.

Carried

Moved by: Trustee Ransom

Seconded by: Trustee Bray

THAT this Capital Bylaw may be cited as School District Pacific Rim Capital Bylaw No. 2025/26-CPSD70-02.

Carried

Moved by: Trustee Orr

Seconded by: Trustee Washington

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.

Carried

Moved by: Trustee Washington

Seconded by: Trustee Orr

THAT the Board of Education direct staff through the Superintendent to sign and submit the Amended Annual Programs Funding Agreement as presented.

Carried

10.8 Field Trip Approval (5 minutes)

Moved by: Trustee Washington

Seconded by: Trustee Bray

THAT the Board of Education approve in principle the École Alberni Elementary Grade 7 Cultural and Linguistic Trip to Quebec, February 9–13, 2026, and direct Superintendent Klaver to provide final approval once all required planning details are submitted and vetted in accordance with Administrative Procedures 6100.

Carried

Moved by: Trustee Washington
Seconded by: Trustee Bray

THAT the Board of Education approve in principle the ADSS Rugby Trip to England and Wales, March 8–16, 2026, and direct Superintendent Klaver to provide final approval once all required planning details are submitted and vetted in accordance with Administrative Procedures 6100 and 6101.

Carried

Moved by: Trustee Joseph
Seconded by: Trustee Bray

THAT the Board of Education approve the ADSS Band Trip to Calgary May 16-20, 2026.

Carried

10.9 Board Authorized Courses Approval (5 minutes)

Moved by: Trustee Bray
Seconded by: Trustee Washington

THAT the Board of Educations approve in principle the proposed BAA courses *Pathways and Possibilities 10* and *Pathways and Possibilities 11/12*.

Carried

Moved by: Trustee Bray
Seconded by: Trustee Joseph

THAT the Board of Education direct staff through the Superintendent to submit the approved course frameworks to the Ministry of Education and Child Care for review and final approval.

Carried

11. Policy Development

11.1 Policies for Adoption

Moved by: Trustee Zanette
Seconded by: Trustee Orr

THAT the Board of Education adopt the Emergency Disaster Procedures Policy as presented.

Carried

11.1.a XXXX: Emergency Disaster Procedures (P)

11.2 Policies for Public Consultation

12. Notice of Motion

13. Correspondence - Action Required

14. Correspondence - For Information

14.1 2025-07-09 BCSTA Response - Advocacy Request - Capital Funding for Housing Accommodation

14.2 2025-07-04 Ministry of Infrastructure Response - Advocacy Request - Capital Funding for Housing Accommodation

14.3 2025-08-21 Media Release - United Way's School's Out Expansion

14.4 2025-06-30 Letter from Deputy Minister Kaye Krishna

15. External Board Committees

15.1 BCSTA Indigenous Education Committee Activity Report - August 2025

16. Internal District Committees

Moved by: Trustee Bray

Seconded by: Trustee Washington

THAT the Board of Education approve the September 9, 2025 Finance, Operations and Assets Committee Meeting Minutes as presented.

Carried

16.1 2025-09-09 Finance, Operations and Assets Committee Meeting Minutes

17. Audience Question Period

ADTU President Dvorak asked when the initial budget is due to the Ministry for 2025/26. Secretary Treasurer Ross confirmed that the preliminary budget was submitted in June 2025, with the Amended Budget being due to the Ministry by the end of February 2026.

18. Next Meeting

19. Adjournment

Board Chair

Secretary Treasurer



**PACIFIC RIM SCHOOL DISTRICT
SPECIAL PUBLIC BOARD MEETING MINUTES
September 26, 2025, 3:30 p.m.
Administration Office Board Office, Port Alberni**

Pam Craig - Board Chair
Janis Joseph - Trustee
Larry Ransom - Trustee
Chris Washington - Trustee
Cherilyn Bray - Vice Chair
Cynthia Orr – Trustee (via Teams)
Helen Zanette - Trustee
Peter Klaver - Superintendent
Barbara Ross - Secretary Treasurer
James Messenger - Assistant Superintendent
Ryan Dvorak - ADTU President
Paula Mason - Manager of Corporate Services
Lenora Lee, Auditor KPMG
Matt Bromley, Auditor KPMG
Gord Olavsen, Audience member (via Teams)
Sheena Falconer, Audience member (via Teams)
Alex Glassy, Audience member

1. Call to Order/Land Acknowledgement

2. Approval of Agenda

Detailed questions, answers and discussion on each agenda item are available by watching the meeting recording, located on our [Agenda and Minutes](#) webpage.

Moved by: Trustee Ransom

Seconded by: Trustee Joseph

THAT the Board of Education approve the September 25, 2025 Special Public Board Meeting Agenda as presented.

Carried

3. Conflict of Interest Declaration

Are there any conflicts to declare? There were no conflicts declared.

4. Adoption of Minutes

There were no minutes for adoption.

- 5. **Announcements of the Chair**
- 6. **Student Voice**
- 7. **Trustee Statements**
- 8. **Petitions/ Delegations/ Presentations**

8.1 Auditor's Presentation (10 minutes)

The following items were noted:

- 1. An overstatement of revenue of \$97k from the Ministry.
- 2. A \$200k understatement of Operating Fund expenses / overstatement of revenue.

The Operating Fund is understated in Expenses by \$200k and Revenue is overstated by \$100k. As these are not material, they have not modified the Audit Findings Report but should be noted.

Budget overages:

The Amended 2025/26 Budget is approaching a deficit - we need to contact the Ministry to advise.

A revision to the preliminary 2026 Budget is required to address/adjust the amount originally submitted as a surplus from fiscal 2025, to balance to fiscal 2026.

9. **Unfinished Business/ New Business**

10. **Staff Reports**

10.1 2024-25 Audited Financial Statements

Secretary Treasurer Ross provided an overview of her presentation, commented to items noted previously by the KPMG auditor, and answered questions from Trustees.

Moved by: Trustee Bray

Seconded by: Trustee Ransom

THAT the Board of Education of School District 70 (Pacific Rim) approve the 2024/25 Audited Financial Statements as presented.

Carried

10.2 2024-25 Financial Statements Discussion and Analysis Report

Secretary Treasurer Ross provided an overview of her report.

Moved by: Trustee Bray
Seconded by: Trustee Joseph

THAT the Board of Education of School District 70 (Pacific Rim) accept the 2024/25 Financial Statement Discussion and Analysis Report as presented.

Carried

11. **Policy Development**
12. **Correspondence- Action Required**
13. **Correspondence- For Information**
14. **External Board Committees**
15. **Internal District Committees**
16. **Audience Question Period**

Audience member Alex Glassy asked questions regarding items 10.1 and 10.2, including the current amount of the unrestricted surplus, borrowing from Capital funds, Accounts Payable amounts and current practices, and noted his own research comparing our fiscal result with other school districts.

17. **Adjournment**

The meeting was adjourned at 4:11pm.

Board Chair

Secretary Treasurer



PACIFIC RIM SCHOOL DISTRICT 70 PUBLIC BOARD MEETING INFORMATION SHEET

Date: October 28, 2025
To: Board of Education
From: Barbara Ross, Secretary Treasurer
Subject: 2025-26 Annual Budget Update

Background

Boards of Education are required to file an Amended Annual Budget by the end of February 2026.

Information

While our 1701 submission, containing September 29, 2025 school enrolment data, is only at the draft stage, Staff have made some preliminary calculations to determine the impact on the operating grants.

The attached analysis shows that the financial impact of this enrolment change will result in:

- An increase of \$1,250,610 in September Enrolment-Based Funding;
- An increase of \$672,577 in the Supplement for Unique Student Needs;
- An increase of \$27,129 in the Supplement for Salary Differential;
- A decrease of \$386,615 for the Supplement for Enrolment Decline;
- A decrease of \$1,126 for the Curriculum & Learning Support Grant;

with an overall increase of \$1,562,575. There is no change to our projections for the February and May enrolment counts.

These calculations will be confirmed when the Ministry releases the updated operating Grants in mid-December. A copy of their most recent estimate, based on our February 2025 enrolment projections, is attached for your review. This is the basis of the Preliminary Budget under which we are currently operating.

Other information to consider:

- This month, we will be submitting our EDAS report (Employment Data Analysis System), which will be used to determine the average teacher salary in each district. This amount is used to calculate the Supplement for the Salary Differential, which shows in the bottom left section of the funding announcement.
- Enrolments for February and May recounts will remain unknown.

Staff will continue to work on budgets for staffing and supplies and services in all areas, as well as capital and special purpose fund budgets. At this stage, we can confirm the following Full Time Equivalent (FTE) in positions throughout the year:

7.0000 FTE	Trustees
17.3394 FTE	Excluded
4.0000 FTE	Directors of Instruction
26.0000 FTE	Principals / Vice-Principals / District Principals / District Vice-Principals
247.4207 FTE	Teachers
176.6453 FTE	Support Staff

Positions are funded through a combination of Special Purpose Funds, Capital Funds, targeted operational grants and General Operating Funds. Further information will be presented as available.

Pacific Rim School District (the block)	Preliminary 2025-2026 Fiscal Year			Draft Amended 2025-2026 Fiscal Year			Difference		
	February 2025 Enrolment Projections			September 29 1701 Submission					
	FTE	Rate	Funding Amount	FTE	Rate	Funding Amount	FTE	Rate	Increase (Decrease)

SEPTEMBER

Standard (Regular) Schools		3,693.000	9,015	33,292,395	3,781.048	9,015	34,086,148	88.048	-
Continuing Education		20.000	9,015	180,300	2.625	9,015	23,664	(17.375)	-
Alternate Schools		80.000	9,015	721,200	147.000	9,015	1,325,205	67.000	-
Online Learning		12.000	7,280	87,360	13.235	7,280	96,348	1.235	-
Home Schooling		4.000	250	1,000	6.000	250	1,500	2.000	-
Course Challenges		14.000	282	3,948	14.000	282	3,948	-	-
Total Enrolment-Based Funding - September	2b	3,823.000		\$ 34,286,203	3,963.908		\$ 35,536,813	140.908	\$ 1,250,610
Special Needs - Level 1	4a	5	51,300	256,500	5	51,300	256,500	-	-
Special Needs - Level 2	4a	180	24,340	4,381,200	202	24,340	4,916,680	22	-
Special Needs - Level 3	4a	43	12,300	528,900	56	12,300	688,800	13	-
ELL/FLL	4b	55	1,815	99,825	63	1,815	114,345	8	-
Indigenous Education	4b	1,328	1,790	2,377,120	1,318	1,790	2,359,220	(10)	-
Adult Education	4b	6.625	5,755	38,127	3.250	5,755	18,704	(3)	-
Equity of Opportunity Supplement	4c			346,172			346,172		-
Total Supplement for Unique Student Needs		1,617.625		\$ 8,027,844	1,647.250		\$ 8,700,421	29.625	\$ 672,577
Small Community Supplement				1,242,477			1,242,477	-	-
Low Enrolment Factor				1,534,293			1,534,293	-	-
Rural Factor				389,939			389,939	-	-
Climate Factor				84,428			84,428	-	-
Sparseness Factor				674,521			674,521	-	-
Student Location Factor				614,822			614,822	-	-
Supplemental Student Location Factor				189,000			189,000	-	-
Supplement for Unique Geographic Factors	6			\$ 4,729,480			\$ 4,729,480		\$ -
Supplement for Salary Differential	5b			762,947			790,076	27,129	\$ 27,129
Supplement for Enrolment Decline	3a			386,615			-	(386,615)	\$ (386,615)
Curriculum & Learning Support Fund	8			35,371			34,245	(1,126)	\$ (1,126)
TOTAL SEPTEMBER ENROLMENT COUNT	2a	3,811.625		\$ 48,228,460	3,947.158		\$ 49,791,035	135.533	\$ 1,562,575

FEBRUARY

Continuing Education FTE - School-Age		-	9,015	-	-	9,015	-	-	-
Continuing Education FTE - Adult		15.000	5,755	86,325	15.000	5,755	86,325	-	-
Online Learning FTE - K-Gr 9		2.000	3,640	7,280	2.000	3,640	7,280	-	-
Online Learning FTE - Gr 10-12		8.000	7,280	58,240	8.000	7,280	58,240	-	-
Online Learning FTE - Adult		-	5,755	-	-	5,755	-	-	-
Level 1 Inclusive Education Growth		-	25,650	-	-	25,650	-	-	-
Level 2 Inclusive Education Growth		-	12,170	-	-	12,170	-	-	-
Level 3 Inclusive Education Growth		-	6,150	-	-	6,150	-	-	-
Newcomer Refugees		-	4,508	-	-	4,508	-	-	-
ELL Supplement - Newcomer Refugees		-	898	-	-	898	-	-	-
TOTAL FEBRUARY ENROLMENT COUNT	2a	25.000		\$ 151,845	25.000		\$ 151,845	-	\$ -

MAY

Continuing Education FTE - School-Age		-	9,015	\$ -	-	9,015	\$ -	-	-
Continuing Education FTE - Adult		35.000	5,755	201,425	35.000	5,755	201,425	-	-
Online Learning FTE - K-Gr 9		2.000	2,427	4,854	2.000	2,427	4,854	-	-
Online Learning FTE - Gr 10-12		8.000	7,280	58,240	8.000	7,280	58,240	-	-
Online Learning FTE - Adult		-	5,755	-	-	5,755	-	-	-
TOTAL MAY ENROLMENT COUNT	2a	45.000		\$ 264,519	45.000		\$ 264,519	-	\$ -

INDIGENOUS EDUCATION COUNCIL	14		\$ 165,265		\$ 165,265		\$ -
TOTAL			48,810,089		50,372,664		1,562,575



PACIFIC RIM SCHOOL DISTRICT PUBLIC BOARD MEETING INFORMATION SHEET

Date: October 28, 2025
To: Board of Education
From: Barbara Ross, Secretary Treasurer
Subject: 2025-26 School Budgets

Background

Districts are required to report, annually, on enrolment as at the final day of September. Based on this year's 1701 data, the Ministry will update the Operating Grants for 2025/26 "the block". These funding announcements are expected in mid-December. The formula used by the school district to develop school budgets is tied to enrolment.

Information

Factors used to calculate school budgets include:

- # of FTE Principals, Vice Principals and Teachers
- Headcount and FTE of students included in the 1701 count
- Headcount and FTE of International Program Students

In the previous year (2024-2025) the District advised schools that surplus funds targeted to Indigenous Education would return as a surplus to the Indigenous Education Program and any remaining surplus would carry over at a 90% District / 10% School ratio. Schools carrying over a deficit would retain 100% of that deficit.

For 2025-26, pending approval from the Indigenous Education Council on the targeted dollar portion, the District will distribute funds based on the same ratio with a 20% holdback.

Staff will be prepared to answer any questions Trustees have during the meeting.



PACIFIC RIM SCHOOL DISTRICT PUBLIC BOARD MEETING INFORMATION SHEET

Date: Oct 28, 2025
To: Board of Education
From: Michell Bennett – Director of Instruction – Inclusive Education
Subject: Update – MoECC Ministerial Order – Unexpected Health Emergencies

Background:

Ministerial Order on Unexpected Health Emergencies Implementation

On July 28, 2025, a [letter](#) was distributed to all Public School Superintendents providing additional guidance and resources related to the recent amendment to the [Support Services for Schools Ministerial Order](#) and the new [Response to Unexpected Health Emergencies Policy](#), which came into effect on July 1, 2025.

The letter outlines the following key implementation timelines:

- **Policy Submission** – All boards of education must submit their completed policies to the Ministry by December 31, 2025.
- **Secondary Schools** – Automated External Defibrillators (AEDs) and naloxone must be in all secondary schools by December 31, 2025.
- **Elementary and Middle Schools** – AEDs and naloxone must be in all elementary and middle schools by September 8, 2026.

The letter also includes guidance on procurement and training opportunities to support the implementation of AEDs and naloxone in schools and clarifies that an Administrative Procedure meets the requirements for policy submission.

Actions:

Naloxone:

- Pacific Rim School District has drafted a new Policy titled "XXX Response to Unexpected Health Emergencies" and two accompanying Administrative Procedures titled: "XXXX Opioid Overdose Response" and "XXXX Automated External Defibrillator (AED)".
- The drafted Policy and Administrative Procedures were presented at the Oct 7th Policy Committee. The draft policy was approved and moved to Public Consultation. The Administrative Procedures are waiting for the policy approval process to move from

draft to approval. The Ministry of Education has placed deadlines for completion and implementation (above).

- Two staff members have been identified at each secondary school site (School Administrator and First Aid Attendant) and will receive training by the district's Manager of Youth Outreach, who has certified trainer status for Naloxone.
- Currently, every school site has two current Naloxone injectable kits for use. All School Principals were trained two years ago. Training refreshers are currently happening for this staff group. First Aid Attendant training in Secondary schools is being planned for Nov/early Dec.
- Elementary training will be planned in early 2026.

AED:

- Both ADSS and USS secondary school sites are equipped with AED's
- AEDS for both EALC and Board Office have been ordered. Once they arrive, installation will be scheduled. The priority is EALC to meet MoECC requirements.



PACIFIC RIM SCHOOL DISTRICT PUBLIC BOARD MEETING INFORMATION SHEET

Date: October 28, 2025
To: Board of Education
From: Peter Klaver, Superintendent
Subject: District Newsletter

We are pleased to introduce the first edition of a new District newsletter series celebrating the exceptional learning, innovation, and collaboration taking place across our schools. Going forward we aim to have three issues published per school year.

While much of our communication has traditionally been shared internally—through School Newsletters, the Learning Services Bulletin, and DPAC updates—this initiative is designed to engage the broader community.

By sharing stories that highlight the dedication of our staff and the remarkable initiatives happening in classrooms and beyond, we aim to foster greater awareness, connection, and pride in our District.

Each edition will be distributed widely through local media outlets, as well as to the District's Parent Advisory Committee, all Nuu-chah-nulth Nations, the City of Port Alberni via the school district/municipal representative, the Indigenous Education Council, the District's social media platforms...and of course to all district staff.



PACIFIC RIM SCHOOL DISTRICT NEWSLETTER

— The Fall Issue 2025 —



INSIDE THIS ISSUE

Pg. One	<u>Introduction</u>
Pg. Two	<u>Inside the District</u>
Pg. Three	<u>National Day of Truth and Reconciliation</u>
Pg. Four	<u>Mental Health Minute</u>
Pg. Five	<u>School Meal Program</u>
Pg. Six	<u>Literacy & Numeracy</u>
Pg. Seven	<u>Strategic Plan</u>
Pg. Eight	<u>Community Connections</u>
Pg. Nine	<u>Pop Up Play & More</u>
Pg. Ten	<u>Nantes Exchange</u>
Pg. Eleven	<u>Introducing...</u>
Pg. Twelve	<u>Employee Showcase</u>
Pg. Thirteen	<u>New Métis Childcare Facility</u>

YOUR WINDOW INTO OUR SCHOOLS

Welcome to our district newsletter, created to keep families connected with the stories, updates, and celebrations that shape our schools. In this edition, you'll find details about events, district updates, and profiles of the dedicated staff who support our students.

Thank you for being a vital part of our school community. Together, we are creating safe, welcoming, and engaging schools where every student has the opportunity to grow and succeed.

LAND ACKNOWLEDGEMENT

Pacific Rim School District is located on the ḥaḥuuli of the Ċišaaʔaṭḥ (Tseshaht) and Huupačasʔaṭḥ (Hupacasath) First Nations. We also acknowledge that we have schools located on the ḥaḥuuli of the Huu-ay-aht (Huu-ay-aht), and ʔaʔuukʷiʔaṭḥ (Tla-o-qui-aht), First Nations and the Yuuʔuʔiʔaṭḥ (Yuu-cluth-aht) Government.



INSIDE THE DISTRICT



TSUMA-AS DEBUTS PLAYGROUND

This September, Tsuma-as Elementary welcomed families for its annual Open House and the Grand Opening of its new accessible playground. The event brought together students, staff, and community members to celebrate the start of the school year and the completion of a vibrant, inclusive play space for all children.

The ribbon-cutting ceremony was led by Principal Girard, Board Chair Pam Craig, Miss Jean Thomas, Karlene McMahon, and Trustee Helen Zanette—key supporters of the project.

Families enjoyed a BBQ hosted by the Tsuma-as PAC, while students brought the new playground to life with laughter and play. It was a joyful evening of connection and celebration.



ORANGE HEARTS OF CARE

For The National Day of Truth and Reconciliation, Ucluelet Elementary School students wrote or drew messages of care, consideration and acknowledgement on an orange heart. These hearts were then installed on the fence on both sides of the school walkway.



NEW BUSES FOR THE WEST COAST

On August 25, West Coast schools officially unveiled a new fleet of school buses, an exciting milestone for students, families and staff. The event began with a prayer from Nuuchah-nulth language keeper Jeneva Touchie (Čakʷaasiqḥwítim), setting a meaningful tone for the day.

A number of West Coast administrators, directors, trustees, and senior leaders were in attendance, coming together to show their support and appreciation for the efforts that keep students connected to education.

The event was also an opportunity to recognize the dedicated bus drivers—staff who play a vital role in the daily lives of students and contribute to the success of each school day.

This new chapter in student transportation reflects a continued commitment to safe, high-quality education throughout the West Coast.



MONDAYS FOR RECONCILIATION

Staff and students at Wickaninnish Community School continue to show their commitment to Truth and Reconciliation by wearing orange every Monday. Marcus and Ms. Thompson proudly wore their Wickaninnish Truth and Reconciliation shirts, sharing bright smiles to match.



GRADE 6 CREATIVE BEGINNINGS

Grade 6 French Immersion students at École Alberni Elementary began the school year by writing poems inspired by Les Tournesols (sunflowers). They then brought their creativity to life by painting vibrant sunflower-themed artwork.

BAMFIELD RUNS FOR HOPE

Bamfield Community School showed incredible spirit during this year's Terry Fox Run. Students and staff ran a combined total of 45 kilometres, with some Kindergarten students proudly completing up to 8 km on their own. The day began with a special school-wide circle, where everyone shared who they were running for, honoring loved ones and members of the community. It was a powerful reminder that even a small school can make a big impact.



NATIONAL DAY OF TRUTH AND RECONCILIATION

While all Pacific Rim schools took part in National Day of Truth and Reconciliation activities, the following highlights showcase just a few meaningful ways students and staff engaged in learning, reflection, and remembrance.



WICKANINNISH COMMUNITY SCHOOL

Wickaninnish Community School held its National Day of Truth and Reconciliation assembly on September 25. In one photo, Grade 4/5 students display an orange blanket they made to honour children who never returned from residential schools. In the other, a school-wide art project features feathers designed by students to reflect their learning.

EIGHTH AVENUE LEARNING CENTER

On September 25, Eighth Avenue Learning Center hosted a Truth and Reconciliation event, welcoming the broader community, including students and staff from EJ Dunn and Maquinna Elementary schools, in a shared commitment to learning and healing.

The day featured powerful presentations and cultural moments that honoured Indigenous voices and highlighted resilience.

A special thanks to Tseshaht First Nation's Cultural Support, Aaron Watts, whose moving performance united attendees through song, reminding us of the strength and healing in cultural expression.

Aaron Watts leading in song



USS HOSTS LEGACY OF HOPE EXHIBIT

This September, Ucluelet Secondary School partnered for the fifth year with the Clayoquot Biosphere Trust and the Legacy of Hope Foundation to bring a museum-quality exhibit into the school. The display served as a central piece for learning about the legacy of residential schools, and the impact their existence had on Indigenous families and their language and culture as a whole.

Student showcases and visits from Knowledge Keepers deepened engagement, while the USS Mental Health Team and external supports helped ensure student and staff well-being throughout the month.



WOOD ELEMENTARY SCHOOL

On September 26th, Wood School held a powerful and reflective Truth and Reconciliation assembly, bringing students and staff together to honour the survivors of residential schools and remember those who never made it home.



MENTAL HEALTH MINUTE

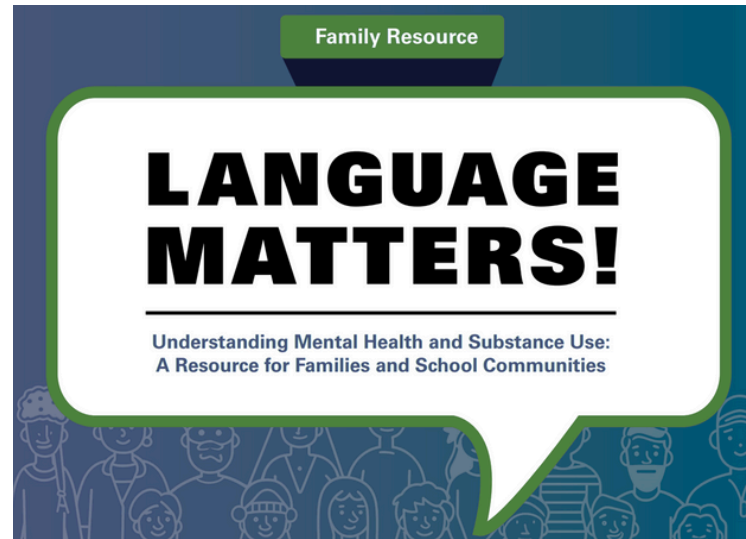
REACHING OUT FOR HELP

Knowing when you need to ask for help with your child can be challenging.

Sometimes it can help to have a resource that guides this process.

The Ministry of Education and Child Care has released a new guide to assist in finding help.

CLICK THE IMAGE TO VIEW THIS RESOURCE ONLINE:



A CHECKUP WITH THE MANAGER OF MENTAL HEALTH

With school start-up complete and new routines in place, November is a great time to pause and ask yourself: How am I doing?

Understanding our emotions is key to feeling and functioning well. One way to do this is by tracking your moods and expanding your “feelings vocabulary.”

The [How We Feel App](#), developed at Yale University, is a free tool available on the App Store that can help.

This app lets you see what really shapes your day. Does exercise boost your mood? How do mornings set the tone? Do you take a moment for gratitude, or reach straight for your phone? Tracking these small habits can help you notice patterns and make positive changes.



CLICK ON THE ICON
TO GO TO THE
HOW WE FEEL APP

Shared meals are a powerful way to stay connected as a family. It doesn't always have to be dinner—breakfast together can be just as meaningful, helping kids start the day feeling supported and grounded.

With November around the corner, it's a great time to try new routines that strengthen family wellness and connection. If you'd like more support, explore the [Mental Health and Wellness Resources](#) on the school district website—help is always available.





SCHOOL MEAL PROGRAM

SCHOOL MEAL PROGRAM 2025–2026: EVERYONE BELONGS AT THE TABLE

Welcome back to another year of learning, growth, and connection. School food continues to be a key source of support for our students, and the 2024–2025 school year brought several meaningful milestones both locally and nationally.

2024–2025 HIGHLIGHTS:

- The National School Food Program launched, complementing B.C.'s Feeding Futures to reduce hunger and support learning.
- Feeding Futures funding continued, helping schools meet rising food costs with local solutions.
- We had a successful first year partnering with Nourish Cowichan, who provided daily meals to students in Port Alberni and Ucluelet with the support of local staff. Existing partnerships continued with our valued contractors at Bamfield Community School Association and Wickaninnish PAC.
- Student participation rose by 10%, with over 21% accessing school meals.
- Kitchen upgrades at EJ Dunn and Wickaninnish boosted food prep capacity and variety.
- Staff, volunteer, and donor support remains key to the program's success.

UPCOMING IN 2025-2026

- We're building on last years' success by expanding menu options, strengthening school-community connections, and ensuring every student can access meals when needed.
- Across the district we are continuing our partnership with our existing meal providers, and exploring additional community collaborations.
- With provincial Food Infrastructure Program funding, schools are replacing older fridges and freezers with energy-efficient commercial appliances. This provides more space, safer storage, fewer deliveries, and fewer appliances plugged in – making the program both sustainable and environmentally responsible.

CELEBRATING OUR FOOD STAFF

On Monday, September 29th, our entire school food team came together to reflect on the past year and share ideas for the future. This gathering highlighted not just the scale of the program, but the people who make it happen every day—from cooking and packing to delivering and serving.



Left to Right: Kirsten Nesbitt, Crystal Clement, Aleisha Dayley, Ryan Pike, Claire Boudreau, Ron Weeks. Not pictured: Tiffany Erickson, Renee Gaudet.



HOW CAN MY STUDENT ACCESS THE SCHOOL MEAL PROGRAM?

Enrolling your student in the School Meal Program is easy! Simply contact your school secretary to learn more. Our program operates on the principle that everyone is welcome, and no student will be turned away. Enrollment helps us plan and order food effectively to meet student needs. While provincial funding provides crucial support, community donations – whether monetary or volunteer time – are essential to bridging the gap and keeping the program running sustainably.

HOW YOU CAN SUPPORT

- **Donate:** About \$5 per school day provides a student with nourishing meals. Every contribution helps us keep the program strong and sustainable.
- **Volunteer:** We always welcome extra hands for meal preparation and distribution. Ask us how you can help.
- **Spread the Word:** Share the message that every student deserves access to nourishing food.

Together, we are proving that when communities come together with love and compassion, incredible things can happen.



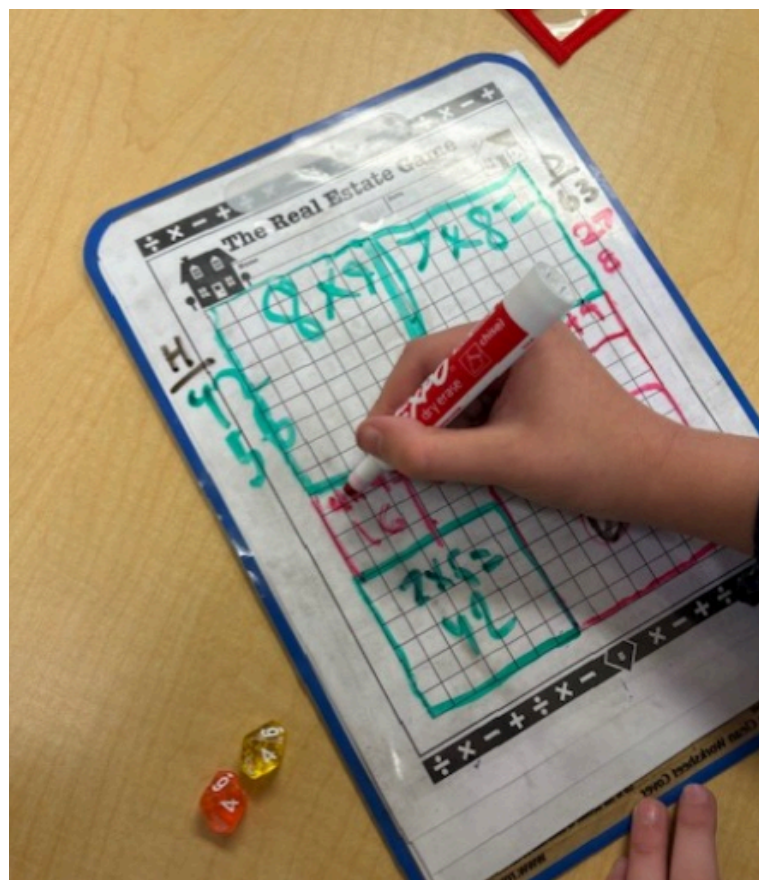
LITERACY & NUMERACY

SETTING YOUR LEARNER UP FOR LITERACY SUCCESS

Parents/guardians have an important role in helping their children become readers and writers. Engagement with literacy at home can help set children on the right path for success at school.

Children benefit from parents/guardians working in collaboration with schools to support the development of literacy skills. Reach out to your child's teacher to see what you can do at home to best support your child's literacy development. Help your child consistently complete any home reading or daily reading homework that may be sent home by their teacher.

Have your child read for a minimum of 20 minutes daily at home. This practice alone can lead to greater literacy and overall school success. You can have your child read aloud to a family member or you can read to them. Talk about what you are reading, share your thoughts and feelings and discuss the meaning of new or unfamiliar words.



NUMERACY AND MATH HIGHLIGHT

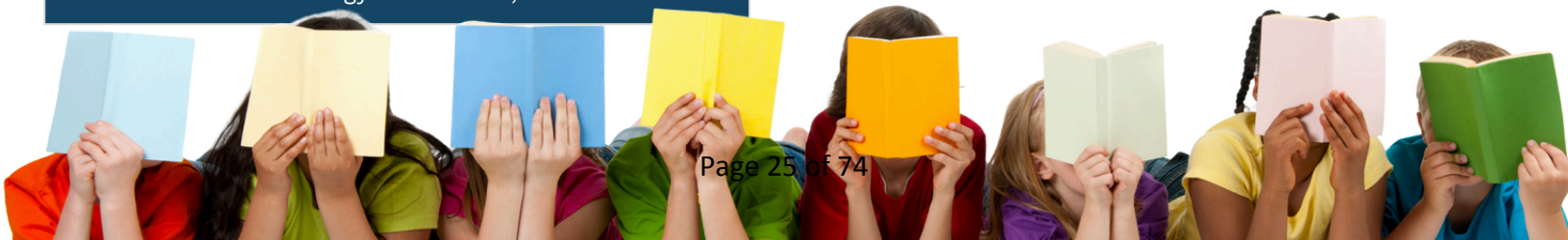
Many schools throughout our district are exploring different ways to engage students in numeracy and math concepts.

One successful approach that teachers are using involves the integration of games and workshop-style activities. Math workshops are inclusive practices that allow all students to learn at their individual levels. They also provide students with options for activities, ways to represent their learning, and materials they can use to showcase their knowledge. Math stations give children the chance to practice foundational skills, build fact fluency, and collaborate with their peers. Additionally, students have time to work in small groups with their teacher, focusing on strategies, computation, or concepts within their number range.

To be a better reader, read more!

STUDENT A READS	STUDENT B READS	STUDENT C READS
20 minutes per day	5 minutes each day	1 minute each day
3,600 minutes per school year	900 minutes per school year	180 minutes in a school year
1,800,000 words per year	282,000 words per year	8,000 words per year
Scores in the 90th percentile	Scores in the 50th percentile	Scores in the 10th percentile

Source: Nagy and Herman, 1987



2023/24 - 2027/28 STRATEGIC PLAN

always learning | takaas?aaq̓λin huuhtak̓siih | ka kishkaytaynaan | apprendre, toujours

FIVE FOCUS AREAS

Indigenous Learner
Success and
Relationships with
First Nations

Student
Achievement

Safe, Welcoming
and Modern
Learning
Environments

Mental Health
and
Social-Emotional
Well-being

Environmental
Stewardship
and Global
Citizenship



COMMUNITY CONNECTIONS



FALL FAIR 2025

Pacific Rim School District worked in collaboration with the Alberni Valley Heritage Commission to attend the 2025 Fall Fair in September.

In the photo is Trustee Pam Craig and Director of Instruction - Human Resources and Health & Safety, Jaslene Atwal.

During the Fall Fair, Pam and Jaslene took an active role in engaging with the community, connecting with over 116 individuals who expressed interest in potential future positions. Their outreach helped raise awareness about opportunities within the organization and encouraged participation in various programs. They also gathered applicants to volunteer for the School Meal Program, ensuring community members had a direct pathway to get involved. Beyond recruitment, they created meaningful conversations that highlighted the organization's values and welcomed fresh interest from both new and familiar faces.

In addition to speaking with potential applicants, Pam and Jaslene built bridges with alumni, rekindling old connections while also sharing information about the International Homestay program. Their table became a hub of interaction, where community members not only learned about programs but also enjoyed reminiscing through old yearbooks. This thoughtful touch sparked conversations, strengthened community ties, and celebrated shared history, making the experience both informative and nostalgic. Their efforts during the Fall Fair showcased the importance of blending outreach, recruitment, and relationship-building to strengthen community engagement.



VIU CAREER FAIR

Director of Instruction - Human Resources and Health & Safety, Jaslene Atwal and Manager of Human Resources, Trisha Wilson attended the VIU Career Fair

On September 12th, Jaslene and Trisha attended the VIU Career Fair, where they connected with 50 potential applicants interested in a wide range of job classifications and future positions with the Pacific Rim School District. Their presence provided an excellent opportunity to showcase the district as an employer of choice, highlighting the variety of career paths available and the benefits of joining the team. By engaging directly with students and job seekers, they not only shared valuable information but also raised the district's visibility, making it an amazing way to get Pacific Rim noticed and attract fresh talent for the future.

Events like the VIU Career Fair are just one of the many ways Pacific Rim School District is investing in future talent and building strong connections with the wider community. Through continued outreach and engagement, the district remains committed to attracting passionate, skilled individuals who are ready to make a difference in education.





POP UP PLAY & MORE

POP UP PLAY – COME JOIN THE FUN!

Pop Up Play is all about bringing families with young children together to connect, explore, and play. These free events are designed for children birth to age five (siblings are welcome too!) and give families the chance to enjoy hands-on activities, meet other families, and discover local supports and resources in a relaxed and welcoming space.



Each Pop Up Play looks a little different—sometimes there's dress-up fun, outdoor play, or seasonal celebrations—but they all share the same purpose: offering playful spaces where children can explore while families discover resources and connections. Local partners are also on site to answer questions and share information about programs that can support your child's growth and your family's well-being.

We'd love to see you at an upcoming Pop Up Play—come for the play, stay for the connections

THE CALM CONNECTION PARENT GROUP

Parenting can feel overwhelming at times, especially when it comes to supporting children's social and emotional development. The CALM Connection is a free three-week parent group designed to strengthen parent-child relationships, reduce stress, and build practical strategies for everyday life. Join us for dinner, connection with other families, and supportive resources.



OCTOBER 29, NOVEMBER 5 & 12



5:00–7:30PM



THE FAMILY HUB, 3500 ARGYLE STREET



REGISTER BY OCTOBER 22

ONSITE CHILDCARE AVAILABLE BY REQUEST.

NANTES EXCHANGE SUMMER 2025

This past summer's Nantes Exchange was a huge success! Three students from the Pacific Rim School District spent four unforgettable weeks in France, immersed in the culture, language, and daily life of their host families. They took part in exciting excursions, built lasting friendships, and grew tremendously through the experience.

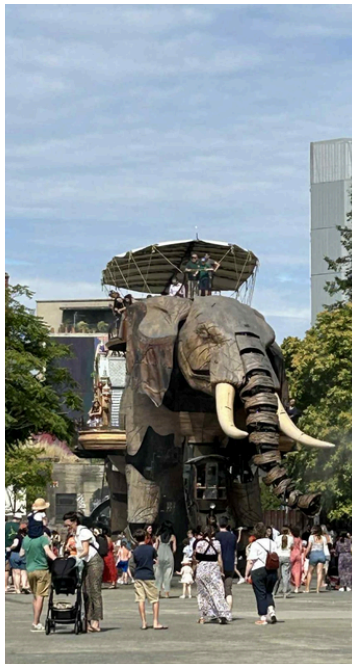
In August, our French partner students travelled to Port Alberni and Tofino for the second phase of the exchange. Local families welcomed them warmly, and together the students explored the best of the West Coast. Whether hiking local trails, enjoying beach days, or sharing Canadian traditions, the experience was both meaningful and fun for everyone involved.

This reciprocal exchange is not only a powerful cultural and personal growth opportunity, but also a tremendous value—with travel, cultural immersion, homestay, and activities all included for a fraction of the cost of a typical trip abroad.

We're proud to offer this kind of immersive global experience to our students, and we're already thinking ahead to next year's exchange. Stay tuned for updates on the Pacific Rim International Student Program website.

Merci beaucoup to all the families and students who helped make this summer so memorable!

FRANCE





INTROUCING...

MICHELLE COLYN

ʔuktaamaḥ Michelle Colyn. histaqšilaḥ ćuumaſas. ʔuḥukʷaḥ ḥuʷiiqsu Boyd Gallic, ʔuḥukʷaḥ ʔumʔiiqsu Valerie Gallic. ćišaaṭḥaqsumaḥ. I also have ties to Hupacasath and Ditidaht. ʔuḥukʷaḥ nananiiqsu Marian Gallic. ʔuḥukʷitaḥ nananiiqsu Richard Gallic. ʔaḷanakaḥ ćaatneʔis. hiṭhaaḥ mamuuk Pacific Rim School District 70.

My name is Michelle Colyn. I am from the Somass (Port Alberni) area. My father is Boyd Gallic, my mother is Valerie Gallic. I am a Tseshah woman and also have ties to Hupacasath and Ditidaht. My grandmother is Marian Gallic and my grandfather is Richard Gallic mit. I have two kids and work at Pacific Rim School District 70.

Born and raised in Port Alberni, I am grateful to be joining the school district as the Manager of Indigenous Language and Culture.

I hold a Bachelor of Arts in Sociology and Media Studies (2012) and began my career with the Nuuchahnulth Tribal Council in the Fisheries department, Uu-a-thluk, supporting capacity building with all 14 nuučaahṭ Nations. In 2019, I stepped back from work to focus on raising my family, and from 2021 to 2025 I worked part-time with my Nation, Tseshah, supporting Membership Administration. Now, with my two children in school, I'm excited to return to full-time work in this meaningful role.

The priorities I'll be focusing on in this role include:

- Conducting a feasibility study of implementing various levels of Indigenous Language Programming in the public schools.
- Establishing an Art Cataloging system to respectfully display, maintain, and track cultural art pieces across the District.
- Creating learning opportunities for staff and learners that strengthen language, cultural competency, and cultural safety.

This position offers an opportunity to help advance the District's goals while aligning with our Nation's Strategic Plans, the Truth and Reconciliation Commission's Calls to Action, the BC First Peoples Principles of Learning, and BC's Declaration on the Rights of Indigenous Peoples Act. I am so honored to take on this role and commit to carrying it out with care and respect.



EMPLOYEE SHOWCASE

We caught up with 3 of our West Coast bus drivers to ask them three questions.

- What has been the highlight of your first week and a half?
- What do you like about starting to work with Pacific Rim School District?
- What do you like about being a Bus Driver?

Here's what they shared:

MARCO PROCOPIO:



This first week of school I learned that as adults we need to be responsible for others and mostly our precious kids however we need to be playful and take life lightly every day. I was listening to the kids playing games that were quite intelligent, and they just made them up spontaneously on the spot and they reminded me that we should use our coffee break, lunch time with colleagues and time with family to be spontaneous and creative as well.

I like the positive healthy energy of the school district. It's vibrant and progressive, it's well organized, great team work, great communication, growth possibilities and perks

What do I like about being a bus driver!! The connection with a part of me that was getting lost, the responsibility of taking kids to school to achieve goals in life, the opportunity to inspire them by being the best person I can during the 2 hours I'm with them, the time off in the middle to practice my sports and training.

TREVOR JONES:



What has been the highlight of my first week and a half? Driving a brand-new bus and welcoming the kids back to school in a sweet ride...

What do I like about starting to work with Pacific Rim School District? Great people with a commitment to excellence.

What do I like about being a Bus Driver? The kids they brighten each and every day.

JUSTIN STECKY



The highlights of the first couple weeks have most definitely been just becoming a part of the School District 70 team. I feel so welcomed. I have been doing this for many years on the West Coast, and it feels great to finally be a part of School District 70 and really work together for the community.

What I like about starting up with the Pacific Rim School District is the support and clear guidance that has been given. With little to no support over the years it feels awesome to have the School District to lean on.

There are lots of things I like about being a bus driver. You are not in an office all day and you have a flexible schedule. What I love about this career is that I am proud to say what I do. In a small way I do my part to help the community. And that feels really good at the end of the day.

NEW MÉTIS CHILDCARE FACILITY

A major milestone is underway at Maquinna Elementary with the near completion of a new 34-space childcare centre, created through a partnership between Métis Nation BC, Alberni-Clayoquot Métis Society, and the Pacific Rim School District. More than just a building, this project reflects a shared vision to honour Métis and Nuuchah-nulth ways of being while supporting children, families, and community.

Before construction began, a groundbreaking ceremony was held in January to begin this work in a good way. Led with the guidance of Aaron Watts from Tseshaht First Nation and in partnership with Métis Nation BC and Alberni-Clayoquot Métis Society, the ceremony followed local cultural protocols – acknowledging Mother Earth, giving thanks to the land, and welcoming ancestors and future generations into the space.

The gathering was attended by Elected Chief Councillor waamiiš (Ken Watts) of Tseshaht First Nation, Elected Chief Councilor ʔu ma qak taktla (Brandy Lauder) of Huupačasʔaṭṭ First Nation, and several ḥawith (hereditary Chiefs), along with representatives from Métis Nation BC, Alberni-Clayoquot Métis Society, and the Pacific Rim School District. Their presence and shared words brought depth, respect, and cultural strength to the event. It was a moving and grounding moment for all present, marking not only the physical beginning of construction but the spiritual beginning of a place built on relationship, respect, and shared purpose. Deep gratitude is extended to Aaron for his cultural guidance and care in helping ensure the ceremony was carried out with meaning, intention, and respect.

Located on the traditional, ancestral, and unceded territories of the Tseshaht and Huupačasʔaṭṭ First Nations, the centre will provide culturally rooted early learning opportunities that celebrate identity and belonging. Through this partnership, families will benefit not only from accessible, affordable childcare, but also from connections to Elders, Knowledge Holders, and culturally grounded resources.

The modular building is expected to be fully complete by December. Métis Nation BC and the District are currently seeking a non-profit childcare operator to run the program. Once selected, the operator will move through the provincial licensing process before the centre officially opens.

Priority spaces will be available for self-identified Métis families, families from local land-based Nations, and urban Indigenous families, while remaining spaces will be available to the wider community. Families interested in childcare are encouraged to join the interest list, and updates will be shared as the process moves forward.

The collaborative naming process – led with guidance from Tseshaht First Nation, Métis Nation BC, and the School District – has now been finalized. The chosen name is:

Zhenn Sayd – Young Cedar Early Learning Centre.

Join the interest list:

[Click Here](#)

This name reflects the strength, resilience, and deep roots of children, families, and culture. The translation of Young Cedar in Nuuchah-nulth will be confirmed shortly, ensuring the name honours both Nuuchah-nulth and Michif languages and worldviews.

This childcare facility represents a shared commitment to walk together in respect, partnership, and unity – creating a space where culture, learning, and family well-being come together.



Left to right- waamiiš (Ken Watts) – Tseshaht Elected Chief Councillor; Patrick Harriott – Region One MNBC Director; June Graham – President, Alberni-Clayoquot Métis Society; ʔu ma qak taktla (Brandy Lauder) – Huupačasʔaṭṭ First Nation Elected Chief Councilor; and Pam Craig – Board Chair.

HELPFUL LINKS/ RESOURCES

Page 4 – Mental Health Minute

The How We Feel App

Search “The How We Feel” in your mobile device app store.

Mental Health and Wellness Guide

<https://www2.gov.bc.ca/assets/gov/erase/documents/mental-health-wellness/mhsu-language-guide-for-families.pdf>

District Mental Health and Wellness Resources

<https://www.sd70.bc.ca/page/8664/mental-health-and-wellness-resources>

Ministry of Education and Child Care – Family Guide

<https://www.canada.ca/en/employment-social-development/programs/school-food/feeding-future.html>

Page 5 – School Meal Program

National School Food Program

<https://www.canada.ca/en/employment-social-development/programs/school-food/feeding-future.html>

Feeding Futures

<https://www2.gov.bc.ca/gov/content/education-training/k-12/administration/program-management/feeding-futures/feeding-futures>

Nourish Cowichan – Pacific Rim SD70

<https://nourishcowichan.ca/pacific-rim-sd70/>

Bamfield Community School Association

<https://bamfieldcommunity.ca>

Wickanninish PAC

<https://www.sd70.bc.ca/wcs/page/586/pac>

School Meal Program

<https://www.sd70.bc.ca/page/9419/school-meal-program>

Page 13 - New Métis Childcare Facility

Métis Nation BC

<https://www.mnbc.ca>

Interest List

<https://forms.office.com/r/5DcMFjYHVn>



PACIFIC RIM SCHOOL DISTRICT PUBLIC BOARD MEETING ACTION SHEET

Date: October 28, 2025
To: Board of Education
From: Paula Mason, Manager of Corporate Services
Subject: Annual Internal Election

Background

Section 4.10 of the Board Procedure A/P provides that:

“The Board may serve Notice of Motion that the intent is to bring a motion forth for discussion and vote at the next Regular Meeting of the Board, requesting that an election for Chair or Vice-Chair be held at the following Regular Meeting of the Board, and an election shall then be held.”

The A/P further states:

“The Board, at the annual meeting, shall elect a Chair and may elect a Vice-Chair from among its members, using the process defined in section 4.2 – 4.5.”

It is the Board’s long-standing practice to conduct these elections at the Annual Public Board Meeting, which allows the process to occur transparently and in the presence of the public.

Discussion

In accordance with Section 4.10, this report serves as notice that a motion is being brought forward for the Board’s consideration at this meeting. The intent of the motion is to confirm that the election for the positions of Chair - and, if the Board chooses, Vice-Chair - be conducted at the Annual Public Board Meeting on November 25, 2025.

Given the timing of the Board’s current meeting schedule, it is recommended that the Board both receive this report and consider the motion at this meeting, so that the election may proceed as planned at the Annual Meeting.

This approach maintains full compliance with the Procedure, supports orderly Board succession planning, and reinforces the Board’s ongoing commitment to open and accountable governance.

Proposed Motions (individual)

THAT the Board of Education approve that an election for the position of Chair, be held at the Annual Public Board Meeting on November 25, 2025.

THAT the Board of Education approve that an election for the position of Vice-Chair, be held at the Annual Public Board Meeting on November 25, 2025.



PACIFIC RIM SCHOOL DISTRICT PUBLIC BOARD MEETING INFORMATION SHEET

To: Board of Education

From: Katherin Charbonneau, Director of Early Learning & Child Care

Date: October 28, 2025

Subject: Update on Childcare & Wickaninnish StrongStart

1. Background

The Pacific Rim School District continues to view early learning and child care as an integral part of the educational continuum — one that begins well before Kindergarten and is rooted in relationships, belonging, and community.

Through intentional partnerships and responsive program design, the district is working to strengthen the connections between early years programs and the K–12 system, ensuring that children and families experience a seamless and supportive transition into school.

Embedding child care within school communities provides far more than access to licensed spaces; it builds trusted relationships between families, educators, and schools, supports early identification and inclusion, and creates environments where every child can thrive.

Guided by the BC Early Learning Framework and the First Peoples Principles of Learning, the district's approach emphasizes:

- Collaborative, place-based partnerships with Indigenous partners and community organizations that honour culture, connection, and belonging;
- Continuity of relationships between early childhood educators, StrongStart educators, and Kindergarten teachers; and
- Collaborative transition practices that honour each child's learning journey and family context.

This work reflects a long-term commitment to building systems of care that are accessible, sustainable, and deeply connected to the places and people they serve — from StrongStart and Pop-Up Play to new child care partnerships across the region.

2. Overview of New Child Care Sites & Licensed Capacity

Site	Care Types	Estimated Licensed Capacity
Wood Elementary (Port Alberni)	Infant/Toddler, 30 Months – School Age, School Age, Optional Multi-Age	Up to 128 spaces
Wickaninnish Community School (<i>ł̓aat̓h̓aʔatuk – Taking Care of Children</i> , Tofino)	Infant/Toddler, 30 Months – School Age, School Age	Up to 76 spaces
Maquinna Elementary (Port Alberni)	Infant/Toddler, 30 Months – School Age, School Age	Up to 34 spaces
John Howitt	School Age Care	Up to 24 spaces

2. Maquinna Elementary – Métis Nation Childcare Project

The new Métis Nation child care facility, *Zhenn Sayd – Young Cedar Early Learning Centre*, continues to progress toward completion.

The collaborative naming process — led with guidance from Tseshah First Nation, Métis Nation BC, and the Pacific Rim School District — has now been finalized. The chosen name, *Zhenn Sayd – Young Cedar Early Learning Centre*, reflects the strength, resilience, and deep roots of children, families, and culture. The Nuuchah-nulth translation for “Young Cedar” will be confirmed shortly, ensuring the name honours both Nuuchah-nulth and Michif languages and worldviews.

- Construction: Métis Nation BC has provided an updated schedule with a tentative occupancy target of November 14, 2025.
- Landscaping: Plans are expected to be approved by the Métis Nation Board of Directors in November, with work commencing in December 2025.
- Opening: The provincial project report reflects a March 1, 2026 opening date, dependent on operational readiness and selection of a licensed child care operator.

This project represents a strong partnership between Métis Nation BC, the Alberni-Clayoquot Métis Society, and the Pacific Rim School District, grounded in cultural responsiveness, inclusion, and community-based care.

4. Wood Elementary – Wood Child Care (Facility Name to be Determined)

Construction of the Wood Elementary child care facility is nearing completion, with the contractor’s final completion date set for October 30, 2025.

The district continues to work with a non-profit childcare organization regarding the potential operation of this site. No agreement has yet been signed, as the organization is reviewing staffing feasibility, financial modeling, and operational capacity before confirming a commitment.

Preparations for licensing, furnishing, and setup are underway to support readiness for an early 2026 opening, pending operator confirmation and workforce capacity.

Workforce Considerations and Phased Opening

The ability to fully operate a 128-space child care centre is dependent on securing qualified Early Childhood Educators (ECEs).

The province-wide ECE workforce shortage continues to affect child care expansion across British Columbia, particularly in rural and remote regions. Despite competitive wages and benefits, recruiting certified ECEs — especially those with Infant/Toddler certification — remains a significant challenge.

Given these constraints, a phased opening approach may be necessary, with a limited number of rooms opening initially and expansion occurring as staffing permits.

5. Wickaninnish Community School – *íaatnáʔatuk – Taking Care of Children* (Tofino)

The District of Tofino and the Board of Education of School District No. 70 (Pacific Rim) have entered into a signed License Agreement for the operation of the *íaatnáʔatuk – Taking Care of Children* Childcare Centre at Wickaninnish Community School.

The District of Tofino plans to begin offering care on November 12, 2025, pending final licensing approval.

Phased Service Delivery Plan

Phase	Care Service Type	Licensed Spaces	Projected Timeline
Phase 1	Expansion of Group Child Care (30 months – school age 5 yrs)	32	Fall 2025 / Winter 2026
Phase 2	Addition of After-School & Non-Instructional Day School-Age Care	44	2026
Phase 3	Addition of Before-School Licensed School-Age Care	44	2026

This phased model reflects the ECE workforce crisis, particularly the limited availability of Infant/Toddler-certified educators across in the region and the province. The District of Tofino is working proactively to recruit and train staff to expand programming as capacity allows.

We are excited to continue building on our strong partnership with the District of Tofino, which has been well established through Kindergarten transition work, early years collaboration, and community-based programming.

Having the District of Tofino operate *íaatnáʔatuk – Taking Care of Children* onsite will strengthen family connections, support smoother transitions for children entering

Kindergarten, and ensure services that reflect shared values of community, inclusion, and belonging.

6. John Howitt Elementary Child Care Site

Following the initial Expression of Interest (EOI) process, no operator was selected for the John Howitt Elementary childcare space. Historically, due to local demographics and family enrolment patterns, the demonstrated need for on-site child care at this location has been low.

A second Expression of Interest has now been released and will remain open until a qualified operator is found. The district is exploring options to improve child care accessibility across the region, with the goal of supporting families equitably and maximizing the use of existing resources.

7. Wickaninnish StrongStart Programs Update

The StrongStart Educator position at Wickaninnish Community School remains vacant. Recruitment has been challenging due to several reasons, including the province-wide shortage of qualified early childhood educators, the limited hours allocated for the position under the Ministry of Education and Child Care's StrongStart funding model, and the high cost of living and limited housing availability in the Tofino area. The district is actively exploring options to support recruitment and program sustainability, with the goal of reinstating the program as soon as possible.

In the meantime, to maintain relationships and ensure continued connection with families, the Early Learning team has hosted a series of Pop-Up Play sessions this fall and will continue to do so until the position is filled. These sessions provide opportunities for families to gather, play, and learn together while preserving the strong community connections and early learning engagement that families in the community of Tofino have come to value.

8. Next Steps

- Continue coordination with Métis Nation BC on occupancy and landscaping completion at Maquinna.
- Finalize licensing and support the phased opening of *íaatñaʔaluk – Taking Care of Children* in Tofino.
- Continue operator discussions and licensing preparation for Wood Child Care (Port Alberni).
- Monitor ECE recruitment and support workforce development strategies, particularly Infant/Toddler certification pathways.
- Continue exploring creative staffing solutions to fill the Wickaninnish StrongStart position.
- Continue exploring options to enhance child care accessibility and family supports across the district.
- Prepare for anticipated early 2026 openings at Wood and Maquinna childcare centres.



PACIFIC RIM SCHOOL DISTRICT PUBLIC BOARD MEETING INFORMATION SHEET

Date: September 16, 2025
To: Board of Education
From: Peter Klaver, Superintendent
Subject: School Plans

As part of the District's *Enhancing Student Learning* (ESL) process, each school is required to develop an annual school plan that responds to the specific learning needs of its students and aligns with the District's Operational Plan and the Board of Education's Strategic Plan.

All schools have now completed this process, engaging staff and consulting with their education partners to identify goals, strategies, and measures of success that reflect their local context. The finalized school plans have been posted on school websites and will guide school-level actions and improvement efforts throughout the year.

[Alberni District Secondary School](#)
[Bamfield Community School](#)
[École Alberni Elementary](#)
[Eighth Avenue Learning Centre](#)
[EJ Dunn Elementary School](#)
[John Howitt Elementary School](#)
[Maquinna Elementary School](#)
[Tsuma-as Elementary School](#)
[Ucluelet Elementary School](#)
[Ucluelet Secondary School](#)
[Wickaninnish Community School](#)
[Wood Elementary School](#)

Paula Mason

From: Cynthia Orr
Sent: Wednesday, September 24, 2025 1:27 PM
To: Paula Mason
Cc: Pam Craig
Subject: Fw:
Attachments: School District Letter of Support Template.docx; Request for District Support.docx; Infographic - More than Assessments standard.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Paula,

Alan you please add this to correspondence for response in the next agenda planning meeting for the public meeting.

Thank you!

Cynthia Orr

Pacific Rim School District - Trustee
Board of Education
Email: corr@sd70.ba.ca

From: Dana Dmytro <dana.dmytro@bcasp.ca>
Sent: Wednesday, September 24, 2025 1:23:09 PM
To: Pam Craig <PCraig@sd70.bc.ca>; Helen Zanette <HZanette@sd70.bc.ca>; Janis Joseph <JJoseph@sd70.bc.ca>; Cynthia Orr <COrr@sd70.bc.ca>; Larry Ransom <lransom@sd70.bc.ca>; Christine Washington <CWashington@sd70.bc.ca>; Cheryl Bray <CBray@sd70.bc.ca>
Subject:

CAUTION: This email originated from OUTSIDE SD70. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi there,

I'm a Licensed School Psychologist writing to you on behalf of the BC Association of School Psychologists. We are hoping for your support.

School psychologists are an integral part of school teams and districts, and we are facing critical shortages with a pronounced lack of access in small towns, rural and remote communities. There is also a lack of understanding and utilization of our broad skill set across districts.

We are partnering with the University of British Columbia in advocating for the establishment of a hybrid Masters of Education program that could support more school psychologists in districts across the province, but they are in need of letters of support including interest in "grow your own" support for local

students for the program who could be hired in districts, interest in hiring school psychologists, and supporting supervision where needed.

I've attached a template that can be used to write letters as well as an infographic about who school psychologists are, what we do, and what the current challenges are.

Your support is much appreciated and we would be happy to connect with anyone to discuss further.

Thanks so much,

-Dana

--

Dana Dmytro, M.A.
Licensed School Psychologist (no.4031)
Secretary Treasurer

E dana.dmytro@bcasp.ca | **W** bcasp.ca

The BC Association of School Psychologists (BCASP), with its office in Richmond, BC, respectfully acknowledges the First Peoples of the hən̓q̓əmin̓əm language group. From my location, I also acknowledge the Katzie First Nation and all Coast Salish peoples, on whose traditional and unceded territories I live and learn.

Note: This email and any attachments are intended only for the named recipient and may contain confidential and/or privileged material. Any unauthorized copying, dissemination or other use by a person other than the named recipient of this communication is prohibited. If you received this in error or are not named as a recipient, please notify the sender and destroy all copies of this email immediately.

MORE THAN ASSESSMENTS

School Psychologists in BC – a Shortage We Can’t Ignore



Who are School Psychologists?

Experts in learning, behavior, and mental health who support students, families, and school staff.



How Can We help?

We support learning, mental health, and positive behaviour through assessment, intervention, consultation, systems level change, and culturally responsive supports.



The Current Challenge

- We are declining in numbers.
- There is a lack of awareness and under-utilization of our expertise.
- Lack of access in rural and remote districts.



Your Support Matters

The BC Association of School Psychologists is requesting your support.

ADVOCATING FOR CHANGE

Together, we can address the shortage and enhance student, family, school and community

well-being.

Subject: District Support for UBC's MEd in School Psychology Program Redevelopment

Dear [Director / Superintendent / Administrator of Inclusive Education],

I'm reaching out as a school psychologist in [Insert School District Name] to share an exciting opportunity to help shape the future of our profession and strengthen support for students across BC.

The University of British Columbia (UBC) is currently redeveloping its **Master of Education (MEd) in School Psychology program**, with plans to relaunch a **new intake in Summer 2027**. As you may know, this program has been paused for several years due to faculty shortages and uncertainty regarding the regulation of Licensed School Psychologists. With updated guidance from the College of Health and Care Professionals of BC (CHCPBC), UBC is now moving forward with a **hybrid delivery model** designed to expand access—particularly for rural, northern, and underserved districts like ours.

Why This Matters?

As you are aware, there is an ongoing **shortage of qualified school psychologists across BC**. Students with complex needs are waiting longer for assessments and interventions, and many districts continue to face challenges with recruitment, retention, and supervision capacity.

- As of June 2025, 18 Licensed School Psychologist positions were actively posted across BC (Make a Future).
- National guidelines recommend a ratio of 1 psychologist per 1,000 students—yet BC currently averages closer to 1:3,300.
- The **BCASP 2024 survey** noted that 16% of school psychologists plan to retire in 1–4 years, and only 35% are able to supervise interns.

We're seeing this locally as well. [Insert brief local anecdote or statistic if known, e.g., "In our district, we currently have X vacancies and waitlists stretching X months."]

This isn't just about filling positions—it's about building a sustainable pipeline of trained professionals who can help meet mental health, learning, and behavioral needs in our schools.

Why are letters needed?

The UBC program must justify the redevelopment of this program among other academic priorities at a time of intense budgetary pressure. To do so, they need clear evidence that this program addresses an urgent, unmet provincial need. Letters of support from districts like ours—especially those that include staffing numbers, waitlist data, and workforce projections—can play a **critical role in demonstrating the system-wide value** of this program over others. In this fiscal climate, programs that

cannot clearly demonstrate measurable public impact risk being deferred or rejected. Our input could make the difference in whether or not this program moves forward.

How Our District Can Support?

UBC is seeking letters of support from school districts to help make this program viable. I would love to explore whether our district could provide a short letter that includes:

- General support for the redevelopment of the UBC MEd in School Psychology program
- Endorsement of the hybrid format to support workforce development across regions
- An estimate of current and anticipated staffing needs between now and 2030
- Our district's willingness to:
 - Offer practicum or internship placements
 - Support a "Grow Your Own" model for local teachers/community members
 - Provide release time or stipends for supervision, where feasible

Such a letter would go a long way in helping UBC demonstrate the provincial need and strengthen its case for funding and approval.

Why Now?

UBC's team is aiming to submit supporting materials—including letters like this—by **October 2025**. They are targeting a cohort size of 25–30 students every three years, which would directly contribute to the long-term sustainability of services in districts like ours.

Please let me know if you'd be open to supporting this request. I'd be happy to share a draft letter, set up a meeting, or connect you directly with the faculty leads.

Thank you for considering this. As someone who works every day with students, families, and educators in our district, I truly believe this program will make a difference.

Warm regards,

[Your Name]

School Psychologist

[School District Name]

[Contact Info]



September 29, 2025

1316038

Via email: PCraig@sd70.bc.ca

Pam Craig, Chair of the Board of Education
Pacific Rim School District
4690 Roger St
Port Alberni BC V9Y 3Z4

Dear Chair Craig:

Thank you for your letter of June 12, 2025, related to funding for Farm to School BC. I am responding on behalf of the Minister of Education and Child Care, the Honourable Lisa Beare, as the funding you referenced falls under the Ministry of Health. I apologize for the delayed response.

I appreciate the passion and commitment expressed in your letter. Farm to School BC has been a valued partner in helping young people connect to healthy, local food and in building stronger school communities. I recognize the impact these programs have had, not just in classrooms, but in fostering healthier habits, deeper knowledge of food systems, and stronger links to local producers.

As you may be aware, the [Minister of Health's mandate letter](#) includes working with the Minister of Finance to review all existing Ministry of Health programs and initiatives to ensure they support and continue to serve British Columbians within current budget realities. Unfortunately, this has meant that some programs which previously received year-end funding could not be supported this year. I want to assure you that this decision does not reflect a lack of appreciation for Farm to School BC or the value of its work.

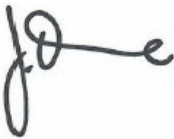
The Province remains committed to supporting nutritious and sustainable school food programs. The Ministry of Education and Child Care provides \$71.5 million annually through the [Feeding Futures](#) program to create and expand school food initiatives. To complement this, the Ministry of Health launched the [BC School Food Toolkit](#) in March 2025 to help schools create and maintain supportive food environments. The Ministry of Agriculture and Food is also working with school districts and supply chain partners through [Feed BC](#), encouraging local food use in Feeding Futures programs and building food literacy through classroom learning opportunities.

...2

Together, these initiatives are designed to create a coordinated, cost-effective and sustainable framework for school food programming across BC. While year-end funding for Farm to School BC is not available at this time, I encourage schools in your district to continue accessing the program's classroom learning resources, which remain available online here: [here: Farm to School BC - Bringing healthy, local food to schools K-12](#).

I recognize this is not the answer you were hoping for, and I want to reiterate that the lack of year-end funding for Farm to School BC in no way reflects a lack of appreciation for the program or the value of its work. Thank you again for your advocacy and for highlighting the importance of school food programs. Your voice, and the voices of school communities, are vital as we continue to strengthen the supports available to children and youth across the province.

Sincerely,

A handwritten signature in black ink, appearing to read 'Josie', with a stylized flourish extending to the right.

Josie Osborne
Minister

pc: Honourable Lisa Beare, Minister of Education and Child Care

Alberni Valley Learning Council October 15, 2025 – 10:00 am North Island College – PA Campus
ATTENDANCE
Pam Craig –SD70 *Chair Caroline Schiavone *Recorder Michael Moore – <i>Alberni Valley Makerspace</i> Bill Brown – <i>Work BC</i> Debbie Haggard – <i>City of Port Alberni</i> Amy Needham – <i>Alberni Clayoquot Regional District</i> Jodie Thompson- <i>IGV Housing</i> Angela Skaley – <i>Alberni Valley Arts Council</i> Terry Deakin – <i>INEO, Recycle Matters, ReUse Store</i> Leanne Moore – <i>NIC Continuing Education</i> Donna Merry- <i>NIC Continuing Education</i> Sam Wright – <i>Synergy Foundation</i> Tai Uhlmann- <i>Synergy Foundation</i> Marisa Bennett – <i>NIC Indigenous Education, Campus Administrator</i> Greg Freethy – <i>ADSS – SD 70</i> Jolleen Dick- <i>Alberni Valley Chamber of Commerce</i> Pat Deakin – <i>City of Port Alberni</i>
REGRETS RECEIVED
Brent Ronning – <i>Huu ay aht First Nation</i> Lorie Engstrom – <i>NIC Continuing Education</i>
TERRITORIAL ACKNOWLEDGEMENT
Pam Craig provided the territorial acknowledgement at the commencement of the meeting
PRESENTATIONS
Thank you to Tai Uhlmann and Sam Wright for providing their presentation on behalf of the Synergy Foundation Program Update (see attached for reference). - Greg inquired if Synergy could share their list of Marine training providers for projects of a similar nature with the school board. Suggested Quadrant Marine out of Victoria as a provider - Bill Brown will provide evidence of the demand for marine training for the workforce to support their project
COMMUNITY ROUNTABLE
- Pam Craig - Pam shared the sad news that Ellen Frood passed away. Ellen was a member of the AVLK and many other community associations but most recently the Sage Haven Society. Her presence will be missed in the community. - The next Public Meeting for the Pacific Rim Board of Education – Tuesday October 28 – 4pm.

- September is an extremely busy month with the start of the 2025//26 school year. All district schools have been holding Welcome back Open Houses for families to meet their children's teacher and school staff. - Tsuma-as elementary school held an official grand Opening of their new playground on Sept 11, 2025. The students, Parent and staff of Tsula-as Elemntary have work for a long time to raise the funds to establish a safe and accessible playground for all students. - Students have also been participating in Terry Fox runs throughout the community which recognizes the 45th anniversary of terry's cross Canada run. - Special events have also been in every school to recognize Sept 30th National Day of Truth and Reconciliation. You may have seen large groups of students walking through their neighbourhoods to acknowledge Orange Shirt Day. The wearing of orange shirts recognizes the Phyllis Webstab story. She had her new orange shirt taken away when she arrived at Residential School. This was very upsetting to six-year-old Phyllis as her new orange shirt was a gift from her grandmother for school. - Pacific Rim also welcomes a number of International Students (33 this year ages 14-17 yrs) from around the world. Billeting families are out and about visiting many locations to introduce the students to the community, our region and our province.
Bill Brown
- Provided paper copies of handouts (see attached for reference) outlining programs for community employer partnerships that have taken place. There are funds available from now until the end of fiscal (March 2026) that can be accessed. - Participants go through WorkBC who assess the applicant on their eligibility - Two different streams include PDLMT- which includes on the job experience plus a classroom component and JCP which is strictly on the job training - Best way to find information is at cepteam@gov.bc.ca – the team there is very communicative and will answer questions if your proposals meet the project objectives
Debbie Haggard
- City of PA is starting to work on their annual budget process - Work begins on the roundabout at Beaver Creek Road and River Road - City sits at the Alberni Valley Forestry Table – which includes industry, labour organizations, Ministry officials, First Nations with an objective on how to jumpstart the industry. Group meets bimonthly - City is actively looking at ways to attract health professionals – some techs and nurses have come to the AV but still struggling to find GPs – 5000 people in community looking for family doctor with 5 retiring within 5 years . Island Health has recruited 10 family docs to the Island but none in our area. PA was part of a

panel at the BC municipal conference to give updates on the realities in the rural communities.
Pat Deakin
- Tseshah is hosting the forestry meeting which has a communication subcommittee working on videos to let the population at large know about how forestry affects the economy, couple of unions are stepping up to the plate with funding for this. - Regarding health care recruitment – WCGH recruitment and hospital association are asking staff at WCGH to share videos about the community with their networks in an effort to try and attract people that way – they are going to launch a program in the community to ask citizens at large to share the videos with their networks in an effort to push the community within the larger region . Island health continues to ask for support for 24 hour day care to allow for health staff to be able to access this to be able to work in the community in overnight and weekend shifts,.
Amy Needham
- Spoke from experience on the day home model of daycare in Alberta which alleviated the out of 9-5 daycare that health professionals may need in order to relocate a family to town - Bill Brown agrees this could be a great opportunity for the aforementioned CEP funding - ACRD is working on Strategic Plans for all electoral districts as well as the regional climate adaptation program - Currently Sproat Lake ED is looking for feedback from residents
Jodie Thompson
- IGV – Innovation, Growth, Vision Presentation provided https://www.canva.com/design/DAG1yeN0iHY/fVrvXWOBsUoEfpYfsAD3dA/view?utm_content=DAG1yeN0iHY&utm_campaign=designshare&utm_medium=link2&utm_source=uniquelinks&utlId=hbbaa64eb53 - IGV has opened a manufacturing facility in Port Alberni to combine the precision of prefabrication with the flexibility of on-site building to deliver faster, smarter, and more cost-effective housing-adaptable to any location and scalable to meet Canada’s urgent demand. - Will be hiring 40 people for this facility from supervisors to forklift operators to those working on the manufacturing assembly line. - An information day is coming mid-November – date TBA - Also have a large auto mechanic workshop with pits that is available for future rentals and for educational purposes – contact to discuss
Angela Skaley
- Busy time of the year for the Arts Council

- Currently hosting their Square Ft show - show challenges artists to create a piece of work that fits within one square foot of space – whether on a canvas, birch panel, drawing, or wall-hanging sculpture. - Mistletoe market – where the gallery turns into a market space - Rummage sale – art being sold off that has been stored –in the grove gallery market space , also art supplies for sale - Harbour Quay light up – November 28th – festival of light style event – tree lighting, ADSS band, FN drummer, BBQ, train will be lit up - Children’s art festival in February at the Glenwood on Family Day weekend - Artists roundtable coming up where some big changes will be announced – including a change in venue as they cannot continue to be at the Harbour Quay due to market rates being too high -
Michael Moore
- Over the past year the Makerspace received funding for a couple of projects Clean BC– plastic recycling initiative – and about to launch an island wide filament recycled from garbage plastic – produced park benches , board material for building - Other funding received from REDIP and have partnered with NIC on the Fundamentals of Sustainable & Innovative Manufacturing Program (see attached for reference) – a 6 week microcredential to introduce students to tools like 3D printing, laser cutting, plastics manufacturing, CNC operation and other electronics with a capstone marketable build project at the end- 3 cohorts of 8 with one starting the end of October 2025 - There’s been great interest in the space from the community, in the products from the community and from homeschool service providers in the region that they are running out of space for people and projects. - Are the sponsor of the robotics program in the Valley as well.
Terri Deakin
- INEO has currently 2 cohorts for the skilled training program with room for a couple more participants - Recycle matters has transitioned into a social enterprise after using JCP fund to the start the project - Have another application for an industrial compound recycling project on the go - REMINDER – The ReUse Store needs donations of all types – except clothing – willing to pick up but must call to make an appointment
Leanne Moore
- NIC ConEd is running an Applied HR Practitioner micro credential – not a full certification but smaller scale appealing to those with smaller scale businesses - Building Service Worker course – provided by Future Skills Grant – seats still available – being held in November - Wildfire Training being held in March 2026

- Continuing Ed is sitting on an NIC committee in developing an Economic Development micro credential to help small rural communities have a point person to help them with their business start up and continuation - Greg from ADSS made the inquiry on age based flexibility into programs and Leanne said it would depend on the funding stream as some require 18 years of age and some stipulate the participant cannot be enrolled in school.
Jolleen Dick
- The Visitor Centre is going through some challenging time due to funding cuts. They are currently finding out how the community values their different services in order to know how to best move forward. The Visitor Centre is staying open till December 31st (planned for a Nov 1st shutdown) because they could secure funding from NET P for staffing - McLean Mill operations have also winded down for the year except for the upcoming ADAPS Haunted Mill event - The board is working on goal setting to become a sustainable organization by adapting and changing policies, bylaws and procedures to meet the needs of the community - They hope to be able to support businesses at the table like sharing the videos on health recruitment efforts within their chamber network - Unfortunately, the chamber annual awards ceremony has been postponed this year due to a lack of available sponsorships. - Sharing an update that the road to Bamfield after the Mount Underwood fire is hoping to open on October 24th with the repairs and installation of a weather station to monitor the road conditions
Donna Merry
- NIC opened their housing project at the CV campus this term - NIC is celebrating their 50th year - The impacts of international student adjustment is impacting all departments across NIC as it is in all post secondary's across the country - Leadership is currently reevaluating programs and making necessary changes to programs and operations
Marisa
- NIC is seeing a trickle down effect as we evaluate programs and services and make the necessary changes in our operations according to our mandate. Unforuntiatly this means workforce reductions, less programs and some reduced services. - Phase 2 of the current evaluation will be completed in December - NIC has launched 50 + 5 campaign recognizing 50 years of NIC and building and strategizing for the next 5 using our current plans in place. Go to https://www.surveymonkey.ca/r/T9MBZYB to fill out of the survey - Marisa volunteers with the Citaapi Mahtii affordable housing society and they will be hosting their grand opening of the 35 unit housing building October 17th at 11 am – rsvp at tawiinism@gmail.com

- Also, Haa huu payak School will be celebrating 50 years next May with a multi day celebration of Indigenous led education
Greg Freethy
- There are many opportunities outside of the traditional bricks and mortar school being offered and this table helps with identifying those partnerships - There are approximately 100 dogwood students in skilled trades, ECE etc - Please don't forget about the opportunities for our young people in the community when developing programs or educational opportunities within your organizations
NEXT MEETING
February 11 th , 2026 – Terry Deakin has agreed to chair.



Alberni-Clayoquot Regional District

MINUTES OF THE AGRICULTURAL DEVELOPMENT COMMITTEE MEETING HELD ON APRIL 15, 2025, 12:45 PM

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

MEMBERS

PRESENT:

Heather Shobe, Chairperson, Eden Tree Farm
Ann Siddall, Alberni District Fall Fair Association
Fred Boyko, Director, Electoral Area “B” (Beaufort)
Cecilia Addy, Port Alberni Port Authority
Erika Goldt, Eat West Coast
Anna Lewis, Alberni Valley Food Security Society
Tanya Shannon, Shannon Farms
Sarah Rymer, Spirit Square Farmers’ Market
Wayne Smith, Alberni Farmers’ Institute
Patty Palmer, 4H
Amber Lamb, Feathers be Found

Ex-Officio Members

Katie Miles, Coastal Roundtable Facilitator, Tofino Community Food Initiative
Russell Dyson, Agriculture Advisory Committee
Penny Cote, Director, ACRD, Agricultural Advisory Committee

REGRETS:

Helen Zanette, SD70 Trustee
Bob Collins, Arrowvale Farm
Lisa Aylard, Alberni Farmers’ Institute, Stonehaven Farm
Kirsten Nesbitt, SD Healthy Schools Manager
Pat Deakin, City of Port Alberni
Jen Cody, Nuuchahnulth Tribal Council Dietician
Thom O’Dell, Ministry of Agriculture & Food – Regional Agrologist
Kaley Ruel, Island Health Dietician
Larry McMahon, Agriculture Advisory Committee
Robert Haynes, Agriculture Advisory Committee
Star Miklashek, 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/15-4-2025/>

1. CALL TO ORDER

The Chairperson called the meeting to order at 12:50 pm.

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

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

Introductions - Committee Members and Staff via Zoom.

2. APPROVAL OF AGENDA

MOVED: A. Siddall

SECONDED: A. Lewis

THAT the agenda be approved as circulated.

CARRIED

3. DECLARATIONS

4. MINUTES

a. Agricultural Development Committee Minutes – February 18, 2025

MOVED: C. Addy

SECONDED: W. Smith

THAT the minutes of the Agricultural Development Committee meeting held on February 18, 2025 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

6. CORRESPONDENCE

a. PACIFIC CLIMATE IMPACTS CONSORTIUM

- Alberni Valley Community Climate Summary
- West Coast Community Climate Summary

b. ALBERNI VALLEY FOOD SECURITY SOCIETY

2024 Impact Report

c. INVASIVE SPECIES COUNCIL OF BC

Spring News and Updates

d. FARM TO SCHOOL BC

March Update – Island Region

e. AGRISERVICE BC

April Islands Regional E-Bulletin

MOVED: T. Shannon
SECONDED: A. Lewis

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

CARRIED

7. REQUEST FOR DECISIONS

8. REPORTS

- a. Alberni-Clayoquot Regional District – A. Needham
- The committee discussed how to submit resolutions to the Association of Vancouver Island and Coastal Communities (AVICC) and the Union of BC Municipalities (UBCM).

Moved: S. Rymer
Seconded: A. Siddall

THAT the Agricultural Development Committee request that the Alberni-Clayoquot Regional District Board of Directors to submit a resolution to the Union of BC Municipalities requesting priority boarding for agricultural producers on BC Ferries to ensure the health and safety of their livestock and agricultural products and direct ACRD staff to work with Provincial Ministry of Transport, Ministry of Agriculture, and BC Ferries Corporation in advance of UBCM on this issue.

CARRIED

The committee discussed inviting the General Manager of Administrative Services to a future meeting to describe the processes and timeline of requesting resolutions of the ACRD Board to AVICC and UBCM.

- b. Alberni Farmers' Institute – W. Smith
- Held a recent meeting to discuss the Emergency Livestock Management Plan.
 - Annual Homesteaders Day will be held out at the Beaver Creek Community Hall on April 27th from 10 am-2 pm and will include interesting presenters and mini workshops.
- c. Alberni District Fall Fair – A. Siddall
- Jake Van Kotten Memorial Pumpkin Contest has been added to the Fall Fair's Horticulture and Floriculture section. Pumpkin seeds are available at the Spirit Square Farmers' Market.
- d. Alberni Valley Food Security Society – A. Lewis
- Reminder that deadline for the Growers Guide is approaching.
- e. Eat West Coast – E. Goldt
- Working on food costing projections as the global market is making food security a big topic. Food on the west coast can be as much as 20% more than in Port Alberni.

- Three Community Gardens active this year, up from one last year.
- Working on reestablishing the Farmers' Market Table, could be a shared table for producers in the area.
- Two new additions to infrastructure on the West Coast.
 - Ucluelet Food Bank, hoping to be more of a connection hub than just the standard food bank. Being leased from the District of Ucluelet for \$1.00/year.
 - Clayoquot Biosphere Centre.
- f. Spirit Square Farmers' Market – S. Rymer
 - Received funding for the Farmers' Market Coupon Program. Anticipating modifications to the program from the Ministry of Health. Program will begin around the end of June.
 - Will be applying for an ACRD Grant-in-Aid to support the Music at the Market program that runs from June – August. Discussion followed regarding how the ADC can support this program.
 - City of Port Alberni did not increase rent this year. No Community Investment Funding has been received for the Market in the past three years.
- g. Port Alberni Port Authority, Dock + Food Processing Hub – C. Addy
 - Dock + has been very busy, expansion is underway.
 - Ice House will be open for the season on May 31st. Working to increase offloading capacity.
 - Food hub is very busy, everyone is looking for more space. Working to help to accommodate everyone's needs.
 - Looking to grow membership in the kitchen and increase workshops and classes at the Dock+ site.
 - Will be painting a large mural on the building, partnering with the Community Arts Council.
 - Three-year business plan has been created.
- h. Coastal Foods Roundtable, Tofino Community Food Initiative – Katie Miles
 - Spring meeting held last week. Main focus is the Food Security Emergency Plan which will be reviewed at the Fall meeting.
 - Working to see how all the supported agricultural organizations on the west coast can work together to better support producers.
 - Land and foreshore lease cost increases for producers will be an issue going forward. Rates are based off property assessments, and many producers have seen a huge increase this year.
 - Tofino Community Food Initiative hosting a Learn to Grow course. Looking to increase greenhouse space at the Wickaninnish Community School's Garden.
 - Seedy scheduled for Sunday April 27.
- i. 4-H – P. Radcliffe
 - Increase to 34 members, group is capped for the year.

- Reinstated the Regional 4H Camp, includes all Vancouver Island and Powell River Clubs, located on Thetis Island.
- Working on educational display boards in lieu of public speaking this year. Top three will be entered in the regional competition.
- Manure & Seaweed sale over the next few weeks, details still to be finalized. Information will be on the Facebook page [Alberni Valley 4-H Cloverpatch | Port Alberni BC | Facebook](#).

j. Primary Agricultural Producers

- Tanya Shannon, Shannon Farms
 - In addition to written report - Have started hosting weddings, have two booked for summer 2025, may increase this next year.
- Amber Lamb, Feathers be Found
 - Attended the recent Greenhouse Growers Program through North Island College. First Aid, Foodsafe, and Market Safe certifications were all provided. Onsite learning was held at Hupacasath Community Garden. Overall, was a good program, good connections made.
- Russell Dyson, Coleman Meadows
 - Currently have 2 applications in for a water license at the farm, has been a five-year process waiting for this approval.
- Heather Shobe, Eden Tree Farm
 - Lots of plants growing, opened the farm stand at home, noticed 3-4 other farm stands in the area.
 - Have received meat chickens, they were quite hard to source this year.

MOVED: A. Siddall

SECONDED: W. Smith

THAT the verbal reports a-j be received.

CARRIED

9. LATE BUSINESS

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

The meeting was adjourned at 2:43 pm.

Certified Correct:

Heather Shobe

Heather Shobe,
Chairperson

Kristin Kerr-Donohue

Kristin Kerr-Donohue,
Administrative Assistant

Table of Partners Minutes

Wednesday, May 21 @ 9:30 am

Via Zoom on-line meeting

Members: Marcie DeWitt, ACHN Coordinator
Penny Cote, ACRD EA "D" Director
Debra Hamilton, ADAPS Youth and Family Services
Ellen Froot, Sage Haven
Natasha Dumont, Island Health
Vaida Siga, ACRD EA "C" Director
Rachelle Cole, BCEHS
Jaslyn Haberl, Bamfield Community School
Brooke Wood, CBT/Rural and Remote Division of Family Practice
Jude Newman, Citaapi Mahtii Housing Society
Laurie Hannah, Westcoast Community Recourses Societies
Samantha Barrowcliff, Community Health Services
Sasha Vison, Ridge View Health and Performance
Helen Zanette, Trustee, SD70

Regrets: Deb Haggard, CPA Councillor
Tish Bernard, Physiotherapist, Island Health
Shawn Anderson, Councillor, District of Ucluelet

Guests: Cathy Holmes, Regional Coordinator, United Way, BCCRN Regional Mentor,
Alberni Valley and Nanaimo

ACRD Staff: Alyssa Spencer, Administrative Assistant
Maddie Graham, Administrative Assistant

1. CALL TO ORDER

The Coordinator called the meeting to order at 9:35 am.

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

2. APPROVAL OF AGENDA & MINUTES

The Agenda for the May 21, 2025 meeting was approved.
The Minutes of the April 16, 2025 meeting were approved.

3. ACHN Mission, Vision, Values

4. ACHN Reports

- a. **Coordinator Update**
 - Planning around the community with youth programs and opportunities with ADAPS in the West Coast Communities
 - Working with City of Port Alberni on Continuum of Care Coalition
 - Participating in the Coastal Family Resources Coalition
 - Coming Together Forum facilitation
 - CAT Team meeting
 - PACC Mapping event participation
 - Point in Time Homelessness count
 - Multiple Tamarac meetings
 - Transportation follow up on inter community connection, working with BC Transit
 - Living Wage Calculation, additional data collection regarding childcare

5. Poverty Reduction Action Plan Update:

- a. **Strategic goals**
- b. **Baselines and one pagers**
- c. **Living wage and childcare**

6. ACHN Updates

- a. **Communities Building Youth Futures**
 - Pushing food security programming
 - Marine station
 - Partnered with nurses clinic for sex education
 - Friday Night Chill had a huge turnout
 - Graduation will be at the end of June with 4 graduates
 - Career fair with Huu-ay-aht
 - Working with ADAPS on peer support training
 - Planning summer camps and field trips
 - Applied for a grant with Vancouver Community Affairs Society to give new Summer Coordinator a living wage
 - Pride march will be in early July
 - Offer sent for a new BCSC Manager

7. INFORMATION ITEMS

- a. **Regional & Member Updates**
 - Ellen Froid
 - Housing vacancies available at the end of June, one bedroom, two bedrooms, three bedrooms and studios
 - Five meetings before retirement
 - Samantha Barrowcliff
 - Casual OT to propose a mobile seating clinic
 - Brooke Wood

- Great grant season, four grants going to Rising Tide, Coastal Queers, Wildsafe BC and WCRS Critical Incident Stress Management Clinic
- Received 18 scholarship applications – there will be six youth receiving grants
- A new nurse practitioner has started on West Coast

Laurie Hannah

- Community Living and CYS are having a family gathering May 27 from 4-6pm
- Non-violent de-escalation training on June 17 from 9-4pm

Faye Missar

- Wellness Festival, for hospitality sector, hoping to spread awareness to services available to resort staff
- Community Resilience Grants will be opening soon
- Horse Power for Healing car show on May 25 from 10-2pm at the Fall Fair grounds

Helen Zanette

- Pacific Rim has approved 3 year calendar
- Wood School daycare should open in Fall, 16-infant/toddler spaces, 32-30 month – school age spaces, 72 school age care spaces and 8 multi age spaces
- Vancouver Island School Trustees Association, hoping to share Flourish meal programs plans
- Working on increasing Indigenous student grad rates

Marcie DeWitt

- Extra bus tickets to give to homeschooling programs and community paramedics
- Extra senior bus tickets to go to Ucluelet Medical Centre
- Daycare funding available for future builds

8. MEETING ADJORNED

The meeting adjourned at 10:46 am.

The next meeting of the Table of Partners will be held Wednesday, June 18, 2025 at 9:30 am.

Table of Partners Minutes

Wednesday, June 18 @ 9:30 am

Via Zoom on-line meeting

Members: Marcie DeWitt, ACHN Coordinator
Penny Cote, ACRD EA "D" Director
Natasha Dumont, Island Health
Vaida Siga, ACRD EA "C" Director
Rachelle Cole, BCEHS
Jaslyn Haberl, Bamfield Community School Association Manager
Brooke Wood, CFRC, CBT, Rural and Remote Division of Family Practice
Laurie Hannah, Westcoast Community Resource Societies
Shawn Anderson, Councillor, District of Ucluelet
Tish Bernard, Physiotherapist, Island Health
Samantha Barrowcliff, Community Health Services
Sasha Vison, Ridge View Health and Performance
Helen Zanette, Trustee, SD70

Regrets: Jude Newman, Citaapi Mahtii Housing Society
Deb Haggard, CPA Councillor
Debra Hamilton, ADAPS Youth and Family Services
Ellen Frood, Sage Haven
Mollie Law, Victim Services, RCMP

Guests: Dave Claver, Occupation Therapist
Cathy Homes, Regional Coordinator, United Way, BCCRN Regional Mentor,
Alberni Valley and Nanaimo
Jomy Thomas, Bamfield Community School Association Manager

ACRD Staff: Maddie Graham, Administrative Assistant

1. CALL TO ORDER

The Coordinator called the meeting to order at 9:35 am.

The Coordinator recognized the meeting is being held throughout the Nuuchahnulth territories and encouraged participants to reflect on the work and people in which territories they are calling in from.

2. APPROVAL OF AGENDA & MINUTES

The Agenda for the June 18, 2025 meeting was approved.
The Minutes of the May 21, 2025 meeting was approved.

3. PRESENTATION

Mobile Seating Clinic Presentation – Dave Claver Consulting

- “Seating and Mobility solutions for those who want to get out there!”
- Bringing programs to Vancouver Island, helping people with wheelchairs and wheelchair users throughout the north island. Particularly in Indigenous communities.
- Vancouver Island has a massive gap between what people need and what is being provided. The goal is creating wheelchairs that will work from urban to rural communities.
- A Mobile Seating Clinic’s goal would be to offer a service that can arrive at people’s home, access to their lifestyle and community. To help them find the correct accommodation that is appropriate for them. Making sure the outcome is what they desire.
- Evaluation to find the individuals needs from a holistic approach and offering training and education to the wheelchair users. Making sure people have the range or skills to operate and thrive in their lives.
- The mobile seating clinic will offer follow up with the users, to make sure the client is satisfied and comfortable. Regular follow up is extremely important and is often not possible with our current health system.
- Would be ready to start in Spring of 2026. 4-year plan, with goals and training local physiotherapist to be able to continue this process and be successful. From now until the future.

Committee Member Comments:

- One issue seen with the presentation is that Dave is the main person developing this program and wanting to avoid the possibility of them burning out and then not being able finishing the program, leaving the community with nothing.
- Wanting to involve the Federal Government, all programs need to offer a rural services component, to help students and people get the experience working in these types of communities.
- Question: Is your non-profit registered in Canada? Answer: Yes BC registered.
- Changes in the funding within the province. Questions: Where do you apply for the grants? Answer: Local insurance – blue cross and Manulife, etc.)
Question: How much does each wheelchair cost? Answer: Anywhere between \$4000-\$9000, once you start adding motors or posture components it becomes anywhere from \$18,000-\$40,000
- Trying to build a constant service from pediatric through all ages of life.

4. ACHN Reports

a. Coordinator Update

- Working on a report on Poverty Reduction action plan for the Fall
- Continuing the Care Coalition meeting preparation
- ADAPS interviewing for Westcoast Youth Navigator position – hoping to be hiring for end of month

- Presentation at the Arrowsmith and Alberni Rotary Club meetings, talking about the benefits of the living wage calculator
- Follow up with intercommunity transportation and West Coast transportation system. Collecting the remaining tickets and getting them into the community assuring the ability to travel for medical appointments.
- Starting to investigate the communications and outreach plan updates and visualizing what that will look like

5. ACHN Updates

a. Coastal Family Resource Coalition Updates

Brooke Wood:

- Key community priorities: May 7th, Coastal Family Resource Coalition held the 11th coming together forum, for a day of meaningful connections and collaboration. The goal was to support health, well-being of the coastal community in an open forum.
- Fantastic presentation from Susan Williams, update with meeting the new medical staff
- Was able to work with leadership Vancouver Island Students, they sat outside the co-op to talk with the community what the key health priorities are. The top five priorities are: Affordable Housing, Access to Primary Care, Access to Mental Health and Substance Use Services, Healthy Local Affordable Food, and Indigenous Advocacy Services In Community.

Natasha Dumont:

- Public health office, currently being looked at as the sobering center. No where to currently put the nurse.
- 18 months was the goal to build this, but they have not broken ground either.

Brooke Wood:

- Working with Feye and Marnie on immediate harm reductions, alcohol use disorder reduction, looking into funding
- Youth worker position posted.
- Literacy coordinator programmer is on leave, Brooke is filling in, Funding is at risk, worried about losing funding for this. Encourages people to write letters, Brooke has templates available. Copy of template in meeting minutes.

b. Communities Building Youth Futures:

Jaslyn Haberl:

- May and June updates:
- Hosting community basketball and Huu-ay-aht culture night at the school, Youth are able bringing their Elders into the school space, hoping to bring healing and community connection. The goal would be allowing the programs in the school to more accessible to folks.
- Not yet finished with the peer sports training with ADAPS, few plans have been rescheduled due to illness and scheduling errors. Transportation also continues to be challenge. Hoping to have this finished by end of next week.

- Graduation will be next Thursday, as well as prom. Excited to celebrate our Youth.
- Medicine garden is planted and looking beautiful, the school's art program has had students create garden markers for the different plants.
- Aquaculture program on hold till September.
- Wrapping up imagination station art program, with some cultural beading. Though the summer they will continue the after-school program to paint and decorate the Bamfield fisheries dock.
- Career Fair that was organized at the end of May, looking at career opportunity for youth and discussing/elevating youth voice to what is wanted for the future of the village to look like.
- School participated in nested moon ceremony. A gathering within the school district to perform and share their voices.
- Next week: Library game show literacy event, to encourage youth to continue library use throughout the summer. Grant through First Boos Program which allowed them to purchase books for every student.
- Queer Youth organized 3rd Annual LGBTQI+ Pride March for in beginning of July
- Plans to engage an informal harm reduction outreach work at Pachena Bay Music Festival. Encouraging Peer to Peer Support, creating support for the youth through the exciting event.
- Jomy taking over for Jaslyn and stepping into the role of Bamfield Community School Association Manager.
- Hired a summer camp facilitator, with Canada Summer Jobs Grant funding: responsible for planning and running summer day camps 3 days a week for ages 5-12
- Successful in a United Way School-Out Grant, for next year. This will provide 4 days a week of after school club, monthly field trips, plans to engage with NTC in these programs.
- Gearing up a fun and engaged summer.

6. INFORMATION ITEMS

a. Regional & Member Updates

Shawn Anderson:

- Still working towards affordable housing, a lot of pressure to get in contact with the Health Minister. Getting visiting specialist and more care in the community.
- BC housing and affordable house funding being giving to Island Health allowing 5 or 6 units to be used for housing new medical staff.

Helen Zanette:

- Enhanced student learning report 2024 to make improvements literacy and numeracy outcomes
- Financial Audit this summer
- Nesting Moon Gathering, was wonderful. Student led event to learn protocols, culture. It is believed every school had representation, from West Coast and Bamfield.
- Strategic plan activities on public meeting

- June 21st, national Indigenous Peoples Day. This Friday Maquinna School will be hosting an event to honor that day.
- District will be asking for the ministry to reinstate the funding for food.
- Special public board meeting June 24th, 2025.

Brooke Wood:

- Rural and Remote division of family practice. New nurse practice in Tofino, now we have two nurses. This is private practice but will be in the community center.
- Working on doctor/physicians' services, actively working on improving this.
- Clinic Manager will be getting hired within the month, funded through PCN.
- Medical Staff, Sharecare Project, At Home Detox, Fall Planning.
- Save the Date – Large Community Feast September 20th, 2025. Partnering with District of Tofino and Ucluelet and all five nations. Free and Open to all.
- Getting Grants out. Fall program for critical incident stress management in Ahousat.
- Working closely with Ucluelet secondary school for National Day for Truth and Reconciliation.

Rachelle Cole:

- Community Paramedic has scheduled visited to Opitsat and Ahousat
- First response training
- Still moving forward with both communities for medical services.

Tish Bernard:

- Creating an awareness for getting older and what can and cannot be provided. Public Education on being prepared and paring.
- Availability of services, education possibly working with Parks and Recreation or Sunshine Club to provide education for seniors on "Keeping the Golden Ages Golden"

Penny Cote:

- Tour with Ministry of Forest Services of the back side of Sproat Lake to see Curt's Crib, this area will be deactivated. As it could result in loss of life if the road was to collapse. Hoping to have this area to be rebuilt so it can be used as a safe option for emergencies in the future. (There may be a way to walk through in an emergency)
- The cost to deconstruct and reconstruct this access will be roughly half a million dollars. Will be discussing this at a future Board of Directors Meeting.
- ACRD three resolutions to go to the UBCM: for support to get doctors in the regional district. Resulting from our previous board meeting on June 11, 2025.
- Coulson Aviation offering a training program for Education. Offering a Grade 12 Scholarships to go towards their education to become an engineer. This would cover the cost of the education and tools needed.

7. MEETING ADJORNED

The meeting adjourned at 11:45 am.

The next meeting of the Table of Partners will be held Wednesday, September 17, 2025 at 9:30 am.

Table of Partners Minutes

Wednesday, September 17, 2025 @ 9:30 am

Via Zoom on-line meeting

Members: Marcie DeWitt, ACHN Coordinator
Penny Cote, ACRD EA "D" Director
Deb Haggard, CPA Councillor
Debra Hamilton, ADAPS Youth and Family Services
Ellen Frood, Sage Haven
Natasha Dumont, Island Health
Vaida Siga, ACRD EA "C" Director
Rachelle Cole, BCEHS
Laurie Hannah, Westcoast Community Resources Societies
Tish Bernard, Physiotherapist, Island Health
Samantha Barrowcliff, Community Health Services
Sasha Vison, Ridge View Health and Performance
Helen Zanette, Trustee, SD70
Brooke Wood, CBT, Rural and Remote Division of Family Practice

Regrets: Shawn Anderson, Councillor, District of Ucluelet
Jude Newman, Citaapi Mahtii Housing Society
Mollie Law, Victim Services, RCMP

Guests: Cathy Homes, Regional Coordinator, United Way, BCCRN Regional Mentor,
Alberni Valley and Nanaimo
Serena Manhas, Alberni Clayoquot Regional District, Planner 1
Caitlin Pitre, Personal and Program Manager West Coast Community Resources
Society
Janine Fraser, Sage Haven
Faye Missar, Community Health Coordinator with Island Health
Molly Lucas, FNHA NCN Engagement Coordinator

ACRD Staff: Maddie Graham, Administrative Assistant

1. CALL TO ORDER

The Coordinator called the meeting to order at 9:35 am.

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

2. APPROVAL OF AGENDA & MINUTES

The Agenda for the September 17, 2025 meeting was approved.

The Minutes of the June 18, 2025 meeting were approved.

(UPDATE FROM HELEN ZANETTE) From her Report on the June 18, 2025, Mins, second line from the bottom.

Board of Education is asking for the ministry to reinstate the funding Farm to School Program and advocating for employee housing funding.

3. PRESENTATION

OCP Follow Up Presentation

- Update on OCP Plans for Long Beach (Area C) and Sprout Lake Area (Area D)
- Long Beach, currently in Phase 4 for OCP Update.
- Community Feedback Summary: Housing and Affordability, Transportation, Community Resilience, Growth Management and Employment and Economy.
- The input from engagement will be used to draft the future OCP policies.
- Sprout Lake, currently in Phase 3 for OCP Update.
- Summary: OCP Area Expansion, Community Vision and Values, Parks and Recreation, Housing and Affordability, Transportation and Docks, Community Resilience, Environment, and Agriculture, Growth Management and Employment and Economy.
- The input from Phase 3 community engagement will be presented to the ACRD Board of Directors on October 8, 2025.

Janine Fraser left at 10:10am

Serena Manhas left at 10:27am

4. ACHN Reports

a. Coordinator Update

- Had the opportunity to attend the Victoria Forum at the University of Victoria
- Planning with various community partners: ADAPS, The Coalition
- Updates to the Poverty Reduction, document included in agenda
- Working with ECE and Childcare Worker to get an update on added and lost spaces within childcare for the West Coast and Alberni Valley
- Attended Tamarack EngageFest

b. Poverty Reduction Action Plan Updates

- Document for review, has been sent to Graphic Designer to get the initial layout.
- Anticipated to have a nicer draft mockup available by Mid-October, early November.

5. ACHN Updates

a. ACHN Recruitment and Transition Planning

- Applications due December 2025

b. Coastal Family Resource Coalition Coming Together Forum Report

- Hosted in Ucluelet, 90 people in attendance

- Top 10 Community Priorities; Affordable and Inclusive Housing, Access to Health Care and Primary Care Providers, Mental Health Support for All, Food Security and Self-Reliance, Youth Empowerment, Cultural Safety and Indigenous Sovereignty and Healing, Health Equity and System Navigation, Community Recreation and Wellness Infrastructure, Access to Transit and Equity, Education/Literacy and Life Skills

c. Foundry Update

- Alberni Valley location moving of location, to Anderson Ave, Port Alberni
- West Coast Update: Final interview process for the Youth Engagement Position, redeveloping the role into a navigator position with support for the Youth.

d. ACRD Accessibility Committee – Accessible Events Checklist

Sam Barrowcliff left at 10:55am

Laurie Hannah left at 11:02am

6. INFORMATION ITEMS

a. Regional & Member Updates

Tish Bernard:

- Community Care was able hire an OT, PT and Rehab Assistant. All Hired for the West Coast, living in Community.

Caitlin Pitre:

- West Coast Community Resources Societies Annual General Meeting from 5:00pm-7:00pm September 17, 2025, in the new building at the Ucluelet Lighthouse.

Brooke Wood:

- Clayoquot Biosphere 25th Anniversary Event at Wickaninnish Community School Field in Tofino – working together, event for everyone, Saturday, September 20, 2025. Event starts at 10:00am, Lunch at 1:00pm, Free transit available that day.
- Ucluelet Health Centre set to open September 22, 2025.

Natasha Dumont:

- Start date for 2025/2026 respiratory season influenza/covid immunizations is Tuesday, October 14th. Children and families will be able to book at health units and adult populations will have appointments accessible via participating pharmacies.

Faye Missar:

- Creating a safety strategy for Tofino multi-use path. Looking into grant funding.
- Grant application for Injury Prevention: Tofino Lifesaving Club, to help towards their efforts to prevent drowning and ocean safety.
- Over the next year looking into District of Tofino to develop a community alcohol strategy, hoping to connect with other communities to see what they are doing in this aspect.

Cathy Holmes:

- BCC Biannual Conference Happening October 7th, 2025. Share learn and acquire new knowledge

- New Funding Coming for Youth and Children, hoping for more information to update in October Meeting.

7. MEETING ADJORNED

The meeting adjourned at 11:23 am.

The next meeting of the Table of Partners will be held Wednesday, October 15, 2025 at 9:30 am.

DRAFT



**PACIFIC RIM SCHOOL DISTRICT
POLICY COMMITTEE MEETING MINUTES
October 7, 2025, 3:30 p.m.
Administration Office Board Office, Port Alberni**

Pam Craig - Board Chair
Janis Joseph - Trustee
Chris Washington - Trustee
Cherilyn Bray - Vice Chair
Cynthia Orr - Trustee
Helen Zanette - Trustee
Peter Klaver - Superintendent
Barbara Ross - Secretary Treasurer
James Messenger - Assistant Superintendent
Michell Bennett - Director of Instruction, Inclusive Education
Alex Taylor – Director of Operations
Jaslene Atwal - Director of Instruction, Human Resources, Labour Relations, Health & Safety
Trisha Wilson, Manager of Human Resources
Kirsten Nesbitt – Healthy Schools Manager
Ryan Dvorak - ADTU President
Paula Mason - Manager of Corporate Services

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

Moved by: Trustee Craig

Seconded by: Trustee Orr

THAT the Board of Education approve the October 7, 2025 Policy Committee agenda as presented.

Carried

4. **New or Revised Draft Policy**
 - 4.1 **XXX: Donations and Corporate Sponsorship (P)**
Moved to 30-day Public Consultation process.
 - 4.2 **XXX: Smoke Free Environment (P)**

Add reference to *School Act* in References section. Add the words "and Vaping" to title. Add inclusion of wording "tobacco/nicotine-related products" to Substance Use policy. Moved to 30-day Public Consultation process.

4.3 XXX: Identifying Vests for Noon Hour Supervisors (P)

Add struck out paragraph back in. Moved to 30-day Public Consultation process.

4.4 XXX: Use of School Equipment (P)

Add first sentence back in to read "The Board of Education believes that equipment purchased for school use is to be used primarily for educational purposes." Moved to 30-day Public Consultation process.

4.5 XXX: Response to Unexpected Health Emergencies (P)

Moved to 30-day Public Consultation process.

4.6 XXX: Medical Treatment of Students (P)

typo: acknowledges that there are circumstances where support may **be** needed." "until **a/the** plan is complete."

Add: "the Board's emergency policies" then list them with links.

Moved to 30-day Public Consultation process.

4.7 XXX: Support Staff Training (P)

Moved to 30-day Public Consultation process.

4.8 XXX: Privacy Management Program (P)

Moved to 30-day Public Consultation process.

4.9 111: Board of Education (P) / 111.1 Bylaw No. 2 Trustee Election Procedures (P)

1.1 Add word "collectively" represent the electoral areas. Moved to 30-day Public Consultation process.

5. New or Revised Draft Administrative Procedures

5.1 3300: Corporate Sponsorship (AP)

Strike word "undue" - Ensure that no ~~undue~~ commercial influence occurs in classrooms, curricula, or student services. Correct numbering of document bullets.

5.2 XXXX: Donations (AP)

Change wording to read "Approval from the ~~Manager of Information and Technology (IT)~~ IT Supervisor is required for all donated IT and information systems equipment over \$1,000."

ADTU President Dvorak left the meeting at 4:45pm.

5.3 3307: Privacy Management Program Procedures (AP)

5.4 XXXX: Privacy Impact Assessments (AP)

5.5 XXXX: Privacy Breach Management (AP)

5.6 1400: Smoke Free Environment (AP)

Change wording to read "This Policy AP applies to" and amend definition of School property as follows:

"School property" includes School Board owned and/or leased vehicles." ~~that are used for the purposes of delivering education programs, for transportation or used by the Maintenance Department.~~

Items 5.9 and 5.10 were heard next, with 5.7 and 5.8 being heard directly after.

5.7 3111: Identifying Vests for Noon Hour Supervisors (AP)

Strike wording "Parent Advisor Councils are also welcomed to assist with the purchase of vests at any time."

5.8 3122: Use of School Equipment (AP)

Add wording to reflect that school equipment is mainly used for educational reasons in the following sentence...."There may be times when school equipment is used for non-instructional purposes by users not involved in instructional activities."

5.9 XXXX: Opioid Overdose Response (AP)

5.10 XXXX: Automated External Defibrillator (AED) (AP)

"an AED will be installed *at all school facilities* as per ..."

5.11 XXXX: Medical Treatment of Students (AP)

5.12 XXXX: Anaphylaxis (AP)

5.13 XXXX: Support Staff Training (AP)

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

7. Policy/Admin Procedure out for Public Consultation

8. Forward to next Public Board Meeting for Adoption

9. Completed Business

9.1 XXX Emergency Disaster Procedures (P)

10. New Business

Superintendent Klaver proposed that going forward the Policy Committee agendas will be presented with the Policy and it's corresponding Administrative Procedure being heard together and introduced with an Information Sheet for each. This will allow the whole topic to be heard and the presenter to complete their topic and leave the meeting if desired.

11. Correspondence - For Information

12. Future Policy/Administrative Procedures

13. Next Meeting Date

14. Adjournment

The meeting was adjourned at 5:28pm.

Board Chair

Secretary Treasurer