

**The Board of Education of  
School District No. 61 (Greater Victoria)**

**Regular Board Meeting**

**Monday, April 24, 2017- 7:30 p.m.**

**Tolmie Boardroom  
556 Boleskine Road**

**(Please note that an In-Camera Board meeting  
will precede the Regular Board meeting)**



**The Board of Education of School District No. 61 (Greater Victoria)  
Regular Board Meeting, Monday, April 24, 2017 @ 7:30 p.m.  
Tolmie Boardroom, 556 Boleskine Road**

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**AGENDA**

**A. COMMENCEMENT OF MEETING**

***The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.***

- A1. Approval of the Agenda** (p 01-05)
- A2. Approval of the Minutes**
  - a) Approval of the March 13, 2017 Regular Board Minutes (p 06-09)
  - b) Approval of the April 5, 2017 Annual Budget Presentation Minutes (p 10-11)
- A3. Business arising from the Minutes**
- A4. Student Achievement**
- A5. District Presentations**
  - a) Lindsay Ross - BC Teacher-Librarians' Association's *Val Hamilton Lifetime Achievement Award*
- A6. Community Presentations** (5 minutes per presentation)
  - a) Dave Emerson, CUPE Local 382 – Facilities Services matters
  - b) Gilles Larose, CUPE Local 382 – Facilities Services matters
  - c) Darren Reed, CUPE Local 382 – Facilities Services matters
  - d) Larry Layne – Garden Allotments and Solar Installation

**Note: This meeting is being audio and video recorded.  
The video can be viewed on the District website.**

**B. CORRESPONDENCE**

- B1. Ministry of Education – “Your Kid’s Progress” (p 12)

**C. TRUSTEE REPORTS****C1. Chair’s Report****C2. Trustees’ Reports**

- a) Trustee Watters - Victoria Family Court & Youth Justice Committee (p 13-17)

**D. BOARD COMMITTEE REPORTS****D1. Education Policy and Directions Committee**

- a) Minutes from the April 3, 2017 meeting – Information only (p 18-19)

**D2. Operations Policy and Planning Committee**

- a) Minutes from the April 10, 2017 meeting – Information only (p 20-25)
- b) Recommended Motions: (p 26-37)

That the Board of Education of School District No. 61 (Greater Victoria) approve the recommended motions from the April 10, 2017 Operations Policy and Planning Committee meeting.

- i) That the Board of Education of School District No.61 (Greater Victoria) authorize senior administration to engage with Anomura to develop a feasibility study of land use with respect to the proposal for temporary social housing.
- ii) That the Board of Education of School District No.61 (Greater Victoria) approve the revised Bylaw 9360 *General Meeting of the Board* to reflect the opportunity for stakeholder partners to comment (but not vote) on agenda items at Board of Education meetings.
- iii) That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings to Bylaw 9360, *General Meeting of the Board* at the meeting of April 24, 2017.  
Motion to be Carried Unanimously
- vi) That Bylaw 9360, *General Meeting of the Board* be:  
Read a first time the 24th day of April, 2017;  
Read a second time the 24th day of April, 2017;  
Read a third time, passed and adopted the 24th day of April, 2017.

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- v) That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to enhance the information available to the public and stakeholders about their role and voice at meetings, the ability to address the Board and participate at Standing Committees as well as update the agenda package and information at the meeting itself, and improve the District website.
- vi) That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to extend the timeline of the Public Engagement and Communications Committee to include the 2017-2018 school year.
- vii) That the Board of Education of School District No. 61 (Greater Victoria) delete Policy 2123.040 *Manager Building Operations*.
- viii) That the Board of Education of School District No. 61 (Greater Victoria) delete Policy 2123.045 *Supervisor of Maintenance*.
- ix) That the Board of Education of School District No. 61 (Greater Victoria) delete Policy 2123.046 *Supervisor of Construction*.

## E. DISTRICT LEADERSHIP TEAM REPORTS

### E1. Superintendent's Report

- a) Monthly Report (p 38)

That the Board of Education of School District No. 61 (Greater Victoria) receive the Superintendent's report as presented.

- b) One Learning Community Ad Hoc Committee Terms of Reference (p 39)
- c) Consultation on Rental Fees
- d) Trustee Questions (p 40)

### E2. Secretary-Treasurer's Report

- a) Monthly Report (p 41)

That the Board of Education of School District No. 61 (Greater Victoria) receive the Secretary-Treasurer's report as presented.

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- b) 2017-2018 Capital Bylaw No. 2017/18-CPSD61-01 Capital Plan 2017/18 (p 42-45)

Recommended Motions:

That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings to Capital Bylaw No. 2017/18-CPSD61-01 Capital Plan 2017/18 at the meeting of April 24, 2017.

Motion to be Carried Unanimously

That Capital Bylaw No. 2017/18-CPSD61-01 Capital Plan 2017/18 be:

Read a first time the 24<sup>th</sup> day of April, 2017;

Read a second time the 24<sup>th</sup> day of April, 2017;

Read a third time, passed and adopted the 24<sup>th</sup> day of April, 2017;

and that the Secretary-Treasurer and the Board Chair be authorized to execute and seal this bylaw on behalf of the Board.

- c) Reynolds Secondary - Statutory Right of Way (p 46-53)

That the Board of Education of School District No. 61 (Greater Victoria) approve granting a Statutory Right-of-Way to TELUS Communications Inc. for the purpose of installing and maintaining telecommunications infrastructure at Reynolds Secondary School on the property legally described as Lot 1, Section 32, Victoria District Plan 29255, Except Plan VIP88547, PID: 001-421-468.

That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings to the School District No. 61 (Greater Victoria) Disposal (Right-of-Way) of Real Property Bylaw No. 17-01 at the April 24, 2017 Board meeting.

That the School District No. 61 (Greater Victoria) Disposal (Right-of-Way) of Real Property Bylaw No. 17-01, being a bylaw to grant a Statutory Right-of-Way to TELUS Communications Inc. on the property legally described as Lot 1, Section 32, Victoria District Plan 29255, Except Plan VIP88547, PID: 001-421-468, for the purpose of installing and maintaining telecommunications infrastructure at Reynolds Secondary School, be

Read a first time the 24<sup>th</sup> day of April, 2017;

Read a second time the 24<sup>th</sup> day of April, 2017;

Read a third time, passed and adopted the 24<sup>th</sup> day of April, 2017, and that the Secretary-Treasurer and the Board Chair be authorized to execute and seal this bylaw on behalf of the Board.

- d) Space Implications of Provincial Agreement

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**F. QUESTION PERIOD (15 minutes total)****G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS****H. NEW BUSINESS/NOTICE OF MOTIONS****H1. New Business****a) Trustee Watters - Food Related Policies and Regulations**

That the Board of Education of School District No. 61 (Greater Victoria) refer all food and nutrition related policies and regulations, including Policy and Regulation 3313 *School Meal Program* and Policy and Regulation 6164.3 *Consumption of Nutritious Foods*, to the Policy Sub-Committee for update and consolidation.

**b) Trustee Watters - School Garden Policy and Regulation**

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to, in consultation with the Facilities Department, oversee the creation of a draft School Gardens and Landscaping Policy and Regulation that incorporates the existing *Facilities Department Guideline - Tree Planting, Landscaping, Equipment Placement* and ensures that school gardens and landscaping projects are consistently supported across the district, and that the draft policy and regulation be brought back to the Education Policy and Directions Standing Committee.

**c) Trustee Watters - Supporting Gifted Learners**

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to provide a report to the Education Policy and Directions Standing Committee on current practices and future directions for supporting gifted learners in our district, and recommendations for updating Policy 6142.05 *Education of Students or Learners With Gifted Abilities* accordingly.

**d) Trustee Whiteaker - Childcare Plan**

That the Board of Education of School District No. 61 (Greater Victoria) re-affirm their endorsement of the \$10 a day Childcare Plan.

**H2. Notice of Motions****I. ADJOURNMENT**

**Note:** *This meeting is being audio and video recorded.  
The video can be viewed on the District website.*



**The Board of Education of School District No. 61 (Greater Victoria)  
March 13, 2017 Regular Board Meeting - Tolmie Boardroom, 556 Boleskine Road**

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**MINUTES**

**Present:**

Edith Loring-Kuhanga, Chair, Tom Ferris, Vice-Chair, Diane McNally, Debra Nohr, Peg Orcherton, Rob Paynter, Ann Whiteaker, Jordan Watters, Elaine Leonard

**Administration:**

Piet Langstraat, Superintendent of Schools, Mark Walsh, Secretary-Treasurer, Shelley Green, Deputy Superintendent, Deb Whitten, Associate Superintendent, Greg Kitchen, Associate Superintendent, Katie Hamilton, Manager, Community Engagement and Communications, and Tina Carleton, Recording Secretary

The meeting was called to order at 7:40 p.m.

Chair Loring-Kuhanga recognized and acknowledged the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.

**A. COMMENCEMENT OF THE MEETING**

**A1. Approval of the Agenda**

It was moved by Trustee Orcherton and seconded:

That the March 13, 2017 Agenda be approved with the addition of C2.b – Trustee Whiteaker, C2.c – Trustee Nohr under Trustee Reports and H1. BCSTA Motion – Trustee Whiteaker under New Business.

**Motion Carried Unanimously**

**A2. Approval of the Minutes**

It was moved by Trustee Ferris and seconded:

That the February 27, 2017 Regular Board Minutes be approved.

**Motion Carried Unanimously**

**A3. Business arising from the Minutes – None**

**A4. Student Achievement**

Lynda Whittam, Principal Northridge Elementary School and Katie Simmons, Vice-Principal, presented highlights of the learning going on in their school.

Chair Loring-Kuhanga thanked Ms. Whittam and Ms. Simmons for their presentation.

**A5. District Presentations – None**

**A6. Community Presentations**

- a) Fred Schmidt, President CUPE Local 382 presented concerns regarding the current facilities review process. Chair Loring-Kuhanga thanked Mr. Schmidt for his presentation.

**B. CORRESPONDENCE– None**

**C. TRUSTEE REPORTS****C1. Chair's Report**

- a) Chair Loring-Kuhanga reviewed her various activities since the last board meeting.

**C2. Trustees' Reports**

- a) Trustee McNally reviewed the work of the Choices Transitional Shelter and provided the meeting Minutes from February 28, 2017 for information. She also reviewed her various activities over the last month.
- b) Trustee Whiteaker reviewed her various activities since the last board meeting including her attendance at the Vancouver Island School Trustees' Association meeting.
- c) Trustee Nohr provided an overview of her various activities since the February board meeting.

**D. BOARD COMMITTEE REPORTS****D1. Combined Education Policy and Directions Committee and Operations Policy and Planning Committee Meeting**

- a) The March 6, 2017 combined meeting minutes were received for information.
- b) It was moved by Trustee Watters and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) approve the recommended motion from the March 6, 2017 Combined Education Policy and Directions Committee and Operations Policy and Planning Committee meeting

**Motion Carried Unanimously**

- i) That the Board of Education of School District No.61 (Greater Victoria) support the Day of Mourning, April 28,2017 and communicate its support to all employees.

**Motion Carried Unanimously**

**E. DISTRICT LEADERSHIP TEAM REPORTS****E1. Superintendent's Report**

- a) Superintendent Langstraat presented his monthly report and responded to Trustee questions.

It was moved by Trustee Ferris and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) receive the Superintendent's report as presented.

**Motion Carried Unanimously**



## b) One Learning Community Ad Hoc Committee

Superintendent Langstraat presented the Terms of Reference for the One Learning Community Ad Hoc Committee.

It was moved by Trustee Watters and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) approve the terms of reference for the One Learning Community Ad Hoc Committee.

Discussion ensued with suggested edits to the terms of reference.

It was moved by Trustee Watters and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) amend the terms of reference for the One Learning Community Ad Hoc Committee to replace the words “in place” with “required” under Deliverables and under Membership add one representative each from elementary, middle and secondary from the Greater Victoria Teachers’ Association and the Victoria Principals and Vice-Principals Association, delete the word “Executive”, add one CUPE 382 representative, add one ASA representative, add one student representative and add one representative from each local First Nation.

**Motion Carried Unanimously**

Chair Loring-Kuhanga called for the vote on the amended terms of reference.

That the Board of Education of School District No. 61 (Greater Victoria) approve the terms of reference for the One Learning Community Ad Hoc Committee as amended to replace the words “in place” with “required” under Deliverables and under Membership add one representative each from elementary, middle and secondary from the Greater Victoria Teachers’ Association and the Victoria Principals and Vice-Principals Association, delete the word ‘Executive’, add one CUPE 382 representative, add one ASA representative, add one student representative and add one representative from each local First Nation.

**Motion Carried Unanimously**

## c) Trustee Questions

Superintendent Langstraat responded to trustee questions including damage to Uplands School, an update on the Stakeholder Engagement process and opportunities that exist for stakeholders to interact with the Board.

**E2. Secretary-Treasurer’s Report**

- a) Secretary-Treasurer Walsh presented his monthly report. Director Loveridge provided an update on the status of the Facilities review.

It was moved by Trustee Orcherton and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) receive the Secretary-Treasurer’s report as presented.

**Motion Carried Unanimously**

**F. QUESTION PERIOD – None**

**G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS – None**

## H. NEW BUSINESS/NOTICE OF MOTIONS

### H1. New Business – Trustee Whiteaker – BCSTA Motion

Trustee Whiteaker presented her motion and rationale. Discussion ensued amongst the trustees.

It was moved by Trustee Whiteaker and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) jointly submit as a late emergent motion to the BCSTA AGM along with VISTA as follows: "Be it resolved that the BCSTA urge the government to bring Early Childhood Development and the appropriate full funding under the responsibility of the Ministry of Education."

**Motion Carried Unanimously**

### H2. Notice of Motions – None

## I. ADJOURNMENT

It was moved by Trustee Orcherton and seconded:

That the meeting be adjourned.

**Motion Carried Unanimously**

The meeting adjourned at 9:09 pm.

**CERTIFIED CORRECT**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary-Treasurer

**The Board of Education of School District No. 61 (Greater Victoria)  
April 5, 2017 Special Board Budget Meeting - Tolmie Boardroom, 556 Boleskine Road**

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**MINUTES**

**Present:**

Trustees Edith Loring-Kuhanga, Chair, Diane McNally, Elaine Leonard, Rob Paynter, Jordan Watters, Ann Whiteaker

**Regrets:** Trustees Tom Ferris, Deborah Nohr, Peg Orcherton

**Administration:**

Piet Langstraat, Superintendent of Schools, Mark Walsh, Secretary-Treasurer, Shelley Green, Deputy Superintendent, , Greg Kitchen, Associate Superintendent, Deb Whitten, Associate Superintendent, David Loveridge, Director of Facilities Services, Julie Lutner, Senior Manager, Budget and Financial Analysis,

The meeting was called to order at 7:07 p.m.

Chair Loring-Kuhanga recognized and acknowledged the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.

**A. COMMENCEMENT OF MEETING**

**A1. Approval of the Agenda**

It was moved by Trustee Whiteaker and seconded:

That the April 5, 2017 Agenda be approved.

**Motion Carried Unanimously**

**B. 2017/2018 Annual Budget Presentation**

Secretary-Treasurer Walsh reviewed the 2017/2018 Annual Budget presentation and provided highlights of the proposed budget including changes from the 2016-2017 school year. Secretary-Treasurer Walsh advised that the District has a one-time surplus of \$1.4 million dollars in the Operating Fund. Secretary-Treasurer Walsh highlighted the impact of the new Classroom Enhancement Fund.

Superintendent Langstraat reviewed a number of recommendations for potential re-investment of the one-time surplus funds for the Board to consider.

Trustees asked questions of clarification of the Secretary-Treasurer, Superintendent and Senior Leadership. Secretary-Treasurer Walsh reviewed the next steps in the budget process.

**C. ADJOURNMENT**

It was moved by Trustee Leonard and seconded:

That the meeting be adjourned.

**Motion Carried Unanimously**

The meeting adjourned at 9:34 p.m.

**CERTIFIED CORRECT**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary-Treasurer



MAR 28 2017

Ref: 192825

Pieter Langstraat, Superintendent  
School District No. 61 (Greater Victoria)  
**Email: [plangstraat@sd61.bc.ca](mailto:plangstraat@sd61.bc.ca)**

Dear Mr. Langstraat:

The Ministry of Education would like to thank the Greater Victoria School District and Central Middle School for hosting a *Your Kid's Progress* open house on October 27, 2016, and supporting the parent engagement process

As you know, the *Your Kid's Progress* consultation was a province-wide engagement to give parents an opportunity to provide feedback on the future of Kindergarten to Grade 9 student reporting. I am pleased to acknowledge, parents have been very engaged throughout the process and over 350 parents attended the open houses, 27,500 visitors went to the website, and 5,000 surveys were completed.

The results of the engagement process, along with research and district feedback, will help inform the new provincial reporting policy for students in Grades K–9. The Ministry will be publishing a report on the engagement results this summer.

Again, I would like to thank Victoria School District staff for supporting *Your Kid's Progress* and educational transformation in the province.

Sincerely,

Mike Bernier  
Minister



**Victoria Family Court & Youth Justice Committee**

March 1, 2017

Dear Municipal, Regional and School District Partners:

Re: Truth and Reconciliation Commission Calls to Action

In accordance with Section 18 of the Federal Youth Criminal Justice Act the mandate of this committee is to protect youth in the justice system. Under the Family Court Act we are mandated to represent the community and to be aware of the circumstances for youth who may come into contact with the justice system.

We rely on reports from local agencies as well as provincial resources. The Representative for Children and Youth, Bernard Richard, writes “A key issue for me – and one upon which I plan to focus my attention – is reducing the high number of Indigenous children and youth in care in British Columbia. The numbers are highly troubling, and I believe it is vitally important that children retain strong connections to their extended families, cultures and natural environments.”

The committee undertook to review the Federal Truth and Reconciliation Commission ‘Calls to Action’ in an effort to support and document the community response. We have asked all of our representatives to review the attached report and to liaise with their appointing agencies to share what each agency is doing towards Reconciliation and the Calls to Action with the committee. We would greatly appreciate your council’s or board’s assistance to your representatives in this task.

I have attached our copy of the Calls to Action with identification of possible areas of action, advocacy and support. If there is anything else you need, please don’t hesitate to let us know how we can help.

Sincerely,

Cynthia Day  
Colwood City Councillor  
Chair, Victoria Family Court and Youth Justice Committee

Attachment

**Truth and Reconciliation  
Commission of Canada**

**Introduction**

At a meeting of the Capital Regional District (CRD) Family Court Youth Justice Committee (FCYJC) meeting in May 2016 a motion was passed to strike a committee to review the 95 Calls to Action of the Truth and Reconciliation Commission of Canada.

**Process**

A number of members of the Committee expressed an interest in supporting this work. A meeting was convened and attended by some Committee members. The Committee reviewed the Calls to Action most relevant and critical to the work of the FCYJC. The table below lists those Calls to Action with a request to the FCYJC for action in respect of those Calls.

**Conclusions and Recommendations**

It is recommended that this report be tabled as an Agenda Item for the Committee meeting in October 2016 for the Committee to consider each request and the response from the committee.

Respectfully submitted,

Mitzi Dean. August 2016

	<b>Call to Action</b>	<b>Request to FCYJC</b>
30	We call upon federal, provincial, and territorial governments to commit to eliminating the overrepresentation of Aboriginal people in custody over the next decade, and to issue detailed annual reports that monitor and evaluate progress in doing so.	Ask BC government for reports – review at CRD committee. Request Federal Corrections issue annual reports that we can review.
31	We call upon the federal, provincial, and territorial governments to provide sufficient and stable funding to implement and evaluate community sanctions that will provide realistic alternatives to imprisonment for Aboriginal offenders and respond to the underlying causes of offending.	Ask Federal and Provincial governments to report on funding.
34	We call upon the governments of Canada, the provinces, and territories to undertake reforms to the criminal justice system to better address the needs of offenders with Fetal Alcohol Spectrum Disorder (FASD), including: i. Providing increased community resources and powers for courts to ensure that FASD is properly diagnosed, and that appropriate community supports are in place for those with FASD. ii. Enacting statutory exemptions from mandatory minimum sentences of imprisonment for offenders affected by FASD. iii. Providing community, correctional, and parole resources to maximize the ability of people with FASD to live in the community. iv. Adopting appropriate evaluation mechanisms to measure the effectiveness of such programs and ensure community safety.	Ask governments what reforms are being proposed, request more integrated courts and improve FASD diagnosis process.
35	We call upon the federal government to eliminate Aboriginal healing barriers to the creation of additional lodges within the federal correctional system.	Request update on action to address this.
36	We call upon the federal, provincial, and territorial governments to work with Aboriginal communities to provide culturally relevant services to inmates on issues such as substance abuse, family and domestic violence, and overcoming the experience of having been sexually abused.	Request an update and details of a plan.
37	We call upon the federal government to provide more supports for Aboriginal programming in halfway houses and parole services.	Request an update and details of a plan.
38	We call upon the federal, provincial, territorial, and Aboriginal governments to commit to eliminating the overrepresentation of Aboriginal youth in custody over the next decade.	PRIORITY: request details of plans.
39	We call upon the federal government to develop a	Request information of the Federal plan.



	national plan to collect and publish data on the criminal victimization of Aboriginal people, including data related to homicide and family violence victimization.	
40	We call on all levels of government, in collaboration with Aboriginal people, to create adequately funded and accessible Aboriginal-specific victim programs and services with appropriate evaluation mechanisms.	Request an update and details of a plan. Lack of aboriginal – specific Victim services workers: a major gap.
42	We call upon the federal, provincial, and territorial governments to commit to the recognition and implementation of Aboriginal justice systems in a manner consistent with the Treaty and Aboriginal rights of Aboriginal peoples, the <i>Constitution Act, 1982</i> , and the <i>United Nations Declaration on the Rights of Indigenous Peoples</i> , endorsed by Canada in November 2012.	Ask for the plan for declaration.
43	We call upon federal, provincial, territorial, and municipal governments to fully adopt and implement the <i>United Nations Declaration on the Rights of Indigenous Peoples</i> as the framework for reconciliation.	Ask for the plan for declaration.
44	We call upon the Government of Canada to develop a national action plan, strategies, and other concrete measures to achieve the goals of the <i>United Nations Declaration on the Rights of Indigenous Peoples</i> .	Ask for an update on national action plan.
47	We call upon federal, provincial, territorial, and municipal governments to repudiate concepts used to justify European sovereignty over Indigenous peoples and lands, such as the Doctrine of Discovery and <i>terra nullius</i> , and to reform those laws, government policies, and litigation strategies that continue to rely on such concepts.	Ask FCYJC to ask municipal representatives what their municipal plan is to address this. How do municipalities acknowledge their privilege and what strategies do they have for their relationships with aboriginal committees?
55	We call upon all levels of government to provide annual reports or any current data requested by the National Council for Reconciliation so that it can report on the progress towards reconciliation. The reports or data would include, but not be limited to: i. The number of Aboriginal children—including Métis and Inuit children— in care, compared with non-Aboriginal children, the reasons for apprehension, and the total spending on preventive and care services by child-welfare agencies. ii. Comparative funding for the education of First Nations children on and off reserves. iii. The educational and income attainments of Aboriginal peoples in Canada compared with non- Aboriginal people. iv. Progress on closing the gaps between Aboriginal	Ask governments to provide reports plus more advanced analysis – especially of advantage / disadvantage of Provincial / Federal funding models.

	<p>and non-Aboriginal communities in a number of health indicators such as: infant mortality, maternal health, suicide, mental health, addictions, life expectancy, birth rates, infant and child health issues, chronic diseases, illness and injury incidence, and the availability of appropriate health services.</p> <p>v. Progress on eliminating the overrepresentation of Aboriginal children in youth custody over the next decade.</p> <p>vi. Progress on reducing the rate of criminal victimization of Aboriginal people, including data related to homicide and family violence victimization and other crimes.</p> <p>vii. Progress on reducing the overrepresentation of Aboriginal people in the justice and correctional systems.</p>	
57	<p>We call upon federal, provincial, territorial, and municipal governments to provide education to public servants on the history of Aboriginal peoples, including the history and legacy of residential schools, the <i>United Nations Declaration on the Rights of Indigenous Peoples</i>, Treaties and Aboriginal rights, Indigenous law, and Aboriginal–Crown relations. This will require skills based training in intercultural competency, conflict resolution, human rights, and anti-racism.</p>	<p>Ask municipal representatives to ask their councils how they will provide education to public servants and how they will give recognition to cultural safety qualifications in contracts.</p>
66	<p>We call upon the federal government to establish multiyear funding for community-based youth organizations to deliver programs on reconciliation, and establish a national network to share information and best practices.</p>	<p>Request this is given priority and engage youth and youth organizations in how this is addressed.</p>
82	<p>We call upon provincial and territorial governments, in collaboration with Survivors and their organizations, and other parties to the Settlement Agreement, to commission and install a publicly accessible, highly visible, Residential Schools Monument in each capital city to honour Survivors and all the children who were lost to their families and communities.</p>	<p>How is Greater Victoria planning to address this? How can the FCYJC support this process?</p>



**Education Policy and Directions Committee  
April 3, 2017 – Tolmie Board Room**

**Minutes**

**Present: TRUSTEES**

Ann Whiteaker, Chair  
Diane McNally  
Rob Paynter  
Jordan Watters

**ADMINISTRATION**

Shelley Green, Deputy Superintendent  
Deb Whitten, Associate Superintendent  
Greg Kitchen, Associate Superintendent  
Piet Langstraat, Superintendent  
Ted Pennell, Information Technology Director  
Marnice Jones, Healthy Schools Coordinator  
Tiffany Smyth, Community Link Facilitator  
Ilda Turcotte, GVTA Representative  
Maryanne Trofimuk, VPVPA Representative  
Fred Schmidt, CUPE 382 Representative

**Regrets:** Jason Lo, Mt. Doug Student Representative

**Guest:** Monterey Middle School teacher, Mitch Barnes

Chair Whiteaker announced that since there was no quorum for tonight's meeting the agenda items would be presented for information only.

The meeting was called to order at 7:00 pm.

**1. AGENDA**

The April 3, 2017 agenda items were presented for information only.

**2. MINUTES**

The Minutes of January 9, 2017 and March 6, 2017 will be presented for approval at the May 1, 2017 Education, Policy and Directions meeting.

**3. BUSINESS ARISING FROM THE MINUTES - None**

**4. PUBLIC PRESENTATIONS TO THE COMMITTEE**

Monterey Middle School teacher, Mitch Barnes, provided a gifted education presentation. He outlined the various programs and experiences designed to support gifted students. He also provided alternative concepts to expand the current gifted opportunities.

Questions and discussion followed the presentation.

## **5. NEW BUSINESS**

### **A. Introduction of Student Rep**

Mt. Doug Secondary Student Rep, Jason Lo, was unable to attend tonight's meeting.

### **B. Annual Report - Information Technology**

Director of Information Technology, Ted Pennell, reviewed the technology for learning strategy and described Google Suite for education core services. He also outlined MyEd BC, updated the information on the District reporting tools, described security concerns and updated the committee work on software, review and selection.

Mr. Pennell also followed up on the development of the technology plan and governance and described the District's technology support.

Questions and discussion followed the presentation.

### **C. Administrator Professional Learning**

Superintendent Langstraat described the administrator professional learning "project." James Hansen, District Principal - Learning Team, Sean McCartney, Principal - South Park Elementary School and Ken Andrews, Principal - Monterey Middle School, all described their experience with the program. Superintendent Langstraat summarized the focus of the program and the positive effect it produces on professional growth.

Questions and discussion followed the presentation.

### **D. Food Awareness Report**

Marnice Jones, Healthy Schools Coordinator and Tiffany Smyth, Community Link Facilitator, presented a food awareness report to respond to trustees' questions from the October 2016 Education, Policy and Directions Committee meeting.

Questions and discussion followed the presentation.

Trustees requested the topic be brought forward again to discuss food and garden policies. Trustee Watters stated that she will bring a motion forward at the next Board meeting.

## **6. NOTICE OF MOTIONS - None**

## **7. GENERAL ANNOUNCEMENTS - None**

## **8. ADJOURNMENT**

The meeting adjourned at 9:25 pm.



**Operations Policy and Planning Committee Meeting  
April 10, 2017 – GVSD Board Office, Boardroom**

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**REGULAR MINUTES**

**Present:**

Jordan Watters, Chair, Diane McNally, Rob Paynter, Elaine Leonard, Ann Whiteaker, Edith Loring-Kuhanga

**Administration:**

Piet Langstraat, Superintendent of Schools, Mark Walsh, Secretary-Treasurer, Shelley Green, Deputy Superintendent, Greg Kitchen, Associate Superintendent, Deb Whitten, Associate Superintendent, Colin Roberts, Director, Human Resource Services, David Loveridge, Director, Facilities Services, Katie Hamilton, Manager, Community Engagement and Communications, Julie Lutner, Senior Manager, Budgets and Financial Analysis

The meeting was called to order at 7:04 p.m.

Chair Watters recognized and acknowledged the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.

**1. APPROVAL OF THE AGENDA**

It was moved by Trustee Watters:

That the April 10, 2017 regular agenda be approved.

**Motion Carried Unanimously**

**2. APPROVAL OF THE MINUTES**

It was moved by Trustee Leonard:

That the March 6, 2017 Combined Education Policy and Directions and Operations Policy and Planning Meeting regular minutes be approved.

**Motion Carried Unanimously**

**3. BUSINESS ARISING FROM MINUTES – None**

**4. PRESENTATIONS TO THE COMMITTEE**

**A. Susan Abells, Microhousing Victoria**

Susan Abells reviewed her powerpoint on Anomura Microhousing.

It was moved by Trustee McNally:

- i) That the Board of Education of School District No. 61 (Greater Victoria) authorize senior administration to engage with Anomura to develop a feasibility study of land use with respect to their proposal for temporary social housing.

A discussion ensued amongst the Trustees.

It was moved by Trustee Leonard:

- ii) That the motion “*That the Board of Education of School District No. 61 (Greater Victoria) authorize senior administration to engage with Anomura to develop a feasibility study of land use with respect to the proposal for temporary social housing*” be tabled to the June 2017 Operations Policy and Planning Committee meeting.

**Motion Defeated**

For: Trustee Leonard

Against: Trustees Watters, McNally, and Paynter

Chair Watters called for the vote on the main motion.

- iii) That the Board of Education of School District No. 61 (Greater Victoria) authorize senior administration to engage with Anomura to develop a feasibility study of land use with respect to the proposal for temporary social housing.

**Motion Carried**

For: Trustees Watters, McNally, and Paynter

Against: Trustee Leonard

**B. Kate Berniaz and Lise Richard, Active and Safe Routes to School Project**

Ms. Berniaz and Ms. Richard presented on the work being done between the Capital Regional District and the School District on the Active and Safe Routes to School Project highlighting areas the School District could improve to encourage less travel by car to school.

**5. SUPERINTENDENT’S REPORT**

**A. Introduction of Student Representative**

Superintendent Langstraat introduced Justin Lo, Student Representative from Mount Douglas Secondary School.

**6. PERSONNEL ITEMS**

**A. Procedures for Responding to Parental Concerns**

Colin Roberts, Director, Human Resource Services provided an overview of the procedures that that District follows when responding to concerns received from parents whose children attend schools in the district. Trustees asked questions of clarification.

**7. FINANCE AND LEGAL AFFAIRS**

**A. Budget 2017-2018**

Secretary-Treasurer Walsh provided highlights of the proposed 2017-2018 budget that was presented on April 5, 2017 and reviewed the budget options to be considered by the Board.

The Board will deliberate and approve the budget bylaw on April 19, 2017. Trustees asked questions of clarification of Secretary-Treasurer Walsh.

It was moved by Trustee McNally:

- i) That the Board of Education of School District No. 61 (Greater Victoria) approve rental rate increases for School District No. 61 facilities as follows: \$330K for facilities and field rentals and \$295K for out-of-school care licenses to support reinvestment in facilities and childcare opportunities.

A discussion ensued with a proposed amendment.

It was moved by Trustee Paynter:

- ii) That the motion "*That the Board of Education of School District No. 61 (Greater Victoria) approve rental rate increases for School District No. 61 facilities as follows: \$330K for facilities and field rentals and \$295K for out-of-school care licenses to support reinvestment in facilities and childcare opportunities*" be amended to delete the words "*rental rate increases for School District No. 61 facilities as follows: \$330K for facilities and field rentals and \$295K for out-of-school care licenses*" and add "*the proposed District facilities rental rates effective July 1, 2017*".

**Motion Carried Unanimously**

Chair Watters called for the vote on the motion as amended.

- iii) That the Board of Education of School District No. 61 (Greater Victoria) approve the proposed District facilities rental rates effective July 1, 2017 to support reinvestment in facilities and childcare opportunities.

**Motion Carried Unanimously**

## **B. Public Budget Information 2017-2018**

Katie Hamilton, Manager, Community Engagement and Communications reviewed the strategies that will be employed to make the 2017-2018 budget information more accessible and to foster greater understanding of where the funds are invested across the school district. Trustees asked questions of clarification.

## **C. March 31, 2017 Quarterly Financial Report**

Secretary-Treasurer Walsh presented the quarterly financial report for the period ending March 31, 2017 which shows the Annual Operating Budget and the year-to-date actual revenue and expenditure as a percentage of the operating budget. The year-to-date results are comparable to the prior year and reflect the nature of school district operations. Trustees asked questions of clarification of Secretary-Treasurer Walsh.

## **D. Report of the Public Engagement Ad Hoc Committee**

Katie Hamilton, Manager, Community Engagement and Communications presented the recommendations related to public engagement during Board of Education meetings and provided an overall update on the progress made to date on the Public Engagement and Communications Plan. The Plan will be presented to the Board of Education in June 2017.

Trustees discussed the proposed changes to Bylaw 9360 *General Meeting of the Board* and asked questions of clarification.

It was moved by Trustee McNally:

- i) That the Board of Education of School District No. 61 (Greater Victoria) approve the revised Bylaw 9360 *General Meeting of the Board* to reflect the opportunity for stakeholder partners to comment (but not vote) on agenda items at Board of Education meetings.

**Motion Carried Unanimously**

The Committee supported moving motions ii) and iii) below to the April 24, 2017 board meeting.

- ii) That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings to Bylaw 9360, *General Meeting of the Board* at the meeting of April 24, 2017.

**Motion to be Carried Unanimously**

- iii) That Bylaw 9360, *General Meeting of the Board* be:

Read a first time the 24<sup>th</sup> day of April, 2017;  
Read a second time the 24<sup>th</sup> day of April, 2017;  
Read a third time, passed and adopted the 24<sup>th</sup> day of April, 2017.

It was moved by Trustee McNally:

- iv) That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to enhance the information available to the public and stakeholders about their role and voice at meetings, the ability to address the Board and participate at Standing Committees as well as update the agenda package and information at the meeting itself, and improve the District website and develop an orientation program on governance for partner representatives and Trustees.

Discussion ensued amongst the Trustees with a proposed amendment.

It was moved by Trustee Watters:

That the motion "*That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to enhance the information available to the public and stakeholders about their role and voice at meetings, the ability to address the Board and participate at Standing Committees as well as update the agenda package and information at the meeting itself, and improve the District website and develop an orientation program on governance for partner representatives and Trustees*" be amended to delete the words "*and develop an orientation program on governance for partner representatives and Trustees*".

**Motion Carried**

For: Trustees Watters, Leonard, and Paynter  
Against: Trustee McNally



Chair Watters called for the vote on the motion as amended.

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to enhance the information available to the public and stakeholders about their role and voice at meetings, the ability to address the Board and participate at Standing Committees as well as update the agenda package and information at the meeting itself and improve the District website.

**Motion Carried**

For: Trustees Watters, Leonard, and Paynter

Against: Trustee McNally

It was moved by Trustee Paynter:

- v) That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to extend the timeline of the Public Engagement and Communications Committee to include the 2017-2018 school year.

**Motion Carried Unanimously**

## E. BC Transit Update

Secretary-Treasurer Walsh explained that BC Transit has discontinued one of the two programs for youth and that students have expressed concerns about the increase in cost, lack of convenience of purchase and lack of photo id. The District has met with BC Transit and is looking into the possibility of selling passes to students at schools. More information will be provided at a future meeting.

## F. Policy Sub-Committee Report

Secretary-Treasurer Walsh stated that the Policy Sub-Committee has continued to review policies that should be deleted and replaced with job descriptions that will be included in the administrative procedures manual. Policy 2123.040 *Manager Building Operations*, Policy 2123.045 *Supervisor of Maintenance* and Policy 2123.046 *Supervisor of Construction* should be deleted.

It was moved by Trustee Leonard:

- i) That the Board of Education of School District No. 61 (Greater Victoria) delete Policy 2123.040 *Manager Building Operations*.

**Motion Carried Unanimously**

It was moved by Trustee Leonard:

- ii) That the Board of Education of School District No. 61 (Greater Victoria) delete Policy 2123.045 *Supervisor of Maintenance*.

**Motion Carried Unanimously**

It was moved by Trustee Leonard:

- iii) That the Board of Education of School District No. 61 (Greater Victoria) delete Policy 2123.046 *Supervisor of Construction*.

**Motion Carried Unanimously**

## **G. Student Learning Grant**

Superintendent Langstraat explained that the Government recently provided a Student Learning Grant in the amount of \$955,761 to support student learning and to assist in implementing the new curriculum. He stated that the plan is to use the funding to increase student access to technology by providing devices initially to schools with gaps in their access to technology and to create a multi-year strategy to ensure diffuse equitable access to student devices. The District will work with its partners on this initiative. Trustees asked questions.

### **8. FACILITIES PLANNING – None**

### **9. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS – None**

### **10. NEW BUSINESS – None**

### **11. NOTICE OF MOTION**

- i) Trustee McNally - Allocation of 2017/2018 One-Time Operating Budget Surplus

That the Board of Education of School District No. 61 (Greater Victoria) approve allocating the 2017/2018 one-time operating budget surplus of \$1.4 million as follows:

Support for Student Technology	\$400K
Inclusive Learner Spaces	\$400K
Environmental Upgrades	\$200K
Shop Upgrades	\$400K

### **12. GENERAL ANNOUNCEMENTS - None**

### **13. ADJOURNMENT**

It was moved Trustee Leonard:

That the meeting adjourn.

**Motion Carried Unanimously**

The meeting adjourned at 10:03 p.m.

OFFICE OF THE  
**SECRETARY-TREASURER**

556 BOLESKINE ROAD, VICTORIA, BRITISH COLUMBIA V8Z 1E8  
PHONE (250) 475-4108 FAX (250) 475-4112

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TO: Board of Education

FROM: Mark Walsh, Secretary-Treasurer

DATE: April 24, 2017

RE: **Report of the Public Engagement Ad Hoc Committee - Stakeholder Voice in Board Meetings**

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The purpose of this memo is to present recommendations related to public engagement during Board of Education meetings and to provide an overall update on the progress made to date on the Public Engagement and Communications Plan.

## **BACKGROUND**

In 2016, the Board of Education introduced a new strategic plan that includes goals of actively engaging communities and practicing exemplary governance. As part of this work, an ad-hoc Public Engagement committee was formed with three deliverables:

1. To develop a vision and principles based on input of stakeholders and the public, to improve the School District's communications and public engagement.
2. To oversee development of a draft public engagement and communications plan for the Board's consideration.
3. To include recommendations within the public engagement and communication plan for public and stakeholder input during Board of Education meetings.

In terms of the third deliverable, the Board of Education further reinforced this direction with the following motion: *"That the Board of Education of School District No. 61 (Greater Victoria) reaffirm that stakeholder representatives seated at the Board table have the right to a voice without vote at regular public board meetings" be referred to the Community Engagement and Communication Plan Committee.*

## **ISSUES AND ANALYSIS**

Over the past four months, the Ad Hoc Public Engagement Committee has met nine times. This includes a meeting held with employee groups and the Victoria Council of Parents Advisory Councils in February. Separate discussions were also had with the Victoria Principal and Vice-Principals Association, the Youth Representatives Committee, and First Nations.

## ***Partner Participation in Board of Education Discussions***

The focus of the stakeholder discussions was to seek input into the role of partner groups in Board of Education discussions. The spirit of these discussions reflected a two-fold desire to resolve a governance matter that currently exists and to ensure stakeholder representatives have voice in the Board decision-making process.

The Board of Education has had a long-standing practice of allowing partner groups to voice opinions during deliberation at Board meetings and in 1989 the Board of Education passed a motion and consultation policy that references regular participation of the Victoria Parent Advisory Council (CPAV at the time) and all employee groups in meetings of the Board and Board Standing Committees.

Although there is a formal motion and the spirit is captured in policy, it was never enacted into Bylaw, which is required to govern Board business.

When there is no Bylaw in place, Robert's Rules of Order apply. Bylaw 9368 *Procedure* states that "In all meetings of the Board of Trustees, procedures shall be governed by Robert's Rules of Order, except where provisions of the bylaws of the Board or the Schools Act may conflict, in which case the latter shall prevail." Robert's Rule state that (unlike Standing Committees, which allow open and more informal discussions of motions and topics) the work at a Board meeting is the work of the Assembly, and the Assembly is defined by Robert's as the elected officials, in this case, Trustees.

It is important to adhere to Bylaws to maintain transparency and accountability for process and decision making, and to change them through clear process with a motion and vote.

Board practice via Bylaw around the province varies in regard to who can speak during Board meeting debates on motions. In order to properly allow partner group input at Board meetings at times other than in the agenda item reserved for presentations to the Board, or in the Question Period on the agenda, Board Bylaw 9360 would have to be changed by a majority vote of Trustees.

There was general consensus amongst all employee groups and youth representatives that although they understand they have the opportunity to voice views at Standing Committees, they have no vote. All Partners, with exception of the VPVPA, felt they should have a voice at the Board of Education meetings. First Nations partners indicated that although they appreciate the opportunity to participate they would prefer alternate opportunities to discuss topics of interest to their communities.

During consultation with the partner groups several comments were made by partner representatives about how information about the governance model and public participation aspects could be improved to make it easier for both partners and the public to participate. The need for improved information at meetings, and on the website, as well as a routine orientation for stakeholder representatives that includes training about Roberts Rules, were expressed. Based on comments received, it is felt a number of changes could be made to foster an improved, inclusive environment for public input at the Board meetings, including but not limited to:

- Information posted within the Board meeting about the format of the meeting
- Information available in the agenda package about the opportunities for public input
- Improved information on the website outlining opportunities for members of the public to address the Board and Committees
- Improved script for meeting chairs to describe the format of the meeting
- Eliminating clapping for members of the public addressing the Board
- Introducing time limits for stakeholder comments on specific agenda items

## ***Development of Public Engagement and Communications Plan***

A lot of work has occurred on the development of the Public Engagement and Communications Plan.

A best practices/literature review has been completed seeking advice and examples from a variety of associations and organizations including, but not limited to:

- International Association of Public Participation
- Alberta School Boards Association
- University of British Columbia and University of Victoria
- Engagement frameworks for the Municipality of Saanich and Victoria
- Various BC school districts
- National School Public Relations Association

A comprehensive audit of the District communications tools currently in place is almost complete including a review of web, media, social media, phone and survey tools. This audit provides a baseline understanding of how tools are currently being used, where gaps and opportunities may exist, and where new tools may be required.

The Public Engagement and Communications Plan will also include recommendations about internal communications as the organization aims to improve internal dialogue amongst its 3,000 employees. A number of meetings with various internal areas are underway to understand how information is shared internally and what barriers might exist between the District supports and school themselves.

In terms of parent engagement, the District is seeking input as part of the Student Enrolment Priorities survey about how parents feel about the level of information and opportunities or input into District decision-making they have. They are also being asked to outline how they like to receive information and provide input to the District on discussions affecting their child's education. Two focus groups of parents will also be held at the end of April to better understand what barriers exist for parents to participate more actively in their child's education, and how best to work with parents to increase their engagement.

The Public Engagement and Communications Plan will provide a detailed overview of current practice, opportunities for improvements, as well as tools that will guide future communications including an annual calendar of topics as well as a detailed list of specific areas across the organization that require communications support, e.g. International Student Program, Crisis and Emergency Communications, and Back to School activities. It will also identify opportunities for improving communications with key partners. The Plan will be accompanied by the corresponding administrative procedures and policies required to support effective implementation and will be presented to the Board of Education in June 2017. This timing will position the School District well to introduce improved communications and public engagement procedures for the 2017-2018 school year.

The Committee has made extensive progress and would like to extend the Committee's timeline to the fall of the 2017-2018 school year. This will facilitate further dialogue about public engagement and communications efforts.

#### RECOMMENDED MOTIONS:

- i) That the Board of Education of School District No. 61 (Greater Victoria) approve the revised Bylaw 9360 *General Meeting of the Board* to reflect the opportunity for stakeholder partners to comment (but not vote) on agenda items at Board of Education meetings.
- ii) That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings to Bylaw 9360, *General Meeting of the Board* at the meeting of April 24, 2017.

Motion to be Carried Unanimously
- iii) That Bylaw 9360, *General Meeting of the Board* be:  
  
Read a first time the 24<sup>th</sup> day of April, 2017;  
Read a second time the 24<sup>th</sup> day of April, 2017;  
Read a third time, passed and adopted the 24<sup>th</sup> day of April, 2017.
- iv) That the Board of Education direct the Superintendent to enhance the information available to the public and stakeholders about their role and voice at meetings, the ability to address the Board and participate at Standing Committees as well as update the agenda package and information at the meeting itself, and improve the District website.
- v) That the Board of Education direct the Superintendent to extend the timeline of the Public Engagement and Communications Committee to include the 2017-2018 school year.

## **BYLAW 9360**

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### **GENERAL MEETING OF THE BOARD**

1. The Board of Education of School District 61 shall meet in general session on the fourth Monday of each month except where the fourth Monday is a statutory holiday, in which case the meeting will take place on the next working day, except for the months of July and August, when no meeting will be held and for the month of December, when the meeting shall be on the second Monday of the month.
2. In addition to the regularly scheduled meetings of the Board in general session, the Board, as elected, shall meet for the first time on the first Monday in December, after the official results of the election of trustees shall have been declared, for the purpose of receiving the results, the swearing in of the new trustees, and the selection of the Chair and Vice-Chair of the Board. This inaugural meeting of the Board shall be called and chaired by the Secretary-Treasurer of the School District. Each year thereafter during the term of office, the election of Chair, Vice-Chair, and Board representatives to various agencies where the Trustees have regular representation and the appointment of Trustees to internal and external committees shall take place at the November Board meeting.
3. The Chair, the Secretary-Treasurer or any three trustees, may call a special general meeting of the Board, in addition to the regularly scheduled meetings of the Board, upon not less than forty-eight hours' notice in writing to all trustees.
4. A special general meeting of the Board may be called upon less than the normal forty-eight hours' notice, in writing or by telephone, with such meeting being deemed to have been properly convened if a majority of trustees agree to waive the normal forty-eight hours' of written notice.

5. The following procedural matters will be implemented:

- The meetings will be conducted in two major sections:

The first will encompass the agenda, minutes and acceptance of presentations from the public and employee groups;

The second will be for the consideration of Board Committee Reports and Special Reports to the Board.

- The meetings should be conducted in a timely manner and time guidelines and limits adhered to with respect to:
  - \* general meetings of the Board of Education commence at 7:30 p.m. and continue until no later than 11:00 p.m., save as may be extended by majority consent
  - \* Starting the meeting on time
  - \* The Community Presentations period is limited to a maximum of six speakers, each speaking a maximum of five minutes; there can only be three speakers per issue (numbers and time may be extended at the discretion of the Chair)
  - \* No public debate with presenters; information only will be received
  - \* The Question Period is limited to 15 minutes

6. Wherever possible, the public will be encouraged to attend a Committee meeting rather than a Board meeting in order to facilitate dialogue with the public before decisions are made. Discussion and debate of issues takes place at two regularly scheduled Standing Committee meetings each month. During the Standing Committee meetings, members of the public make presentations and discussions often ensue with committee members, stakeholder groups, and staff.

In addition to the opportunities to present at Standing Committees, employee partner groups including the Greater Victoria Teachers' Association (GVTA), the Canadian Union of Public Employees (CUPE) Local 947 and Local 382, the Victoria Parent Advisory Councils (VCPAC), Esquimalt and Songhees Nations, Youth Representatives Committee, and the Victoria Principals and Vice-Principals Association (VPVPA), are able to provide comment on specific motions prior to them being voted on by the

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Board. The Board Chair will ask stakeholder representatives whether they would like to provide comment on motions prior to the Board of Education considering the motion. Each stakeholder representative will have up to two minutes to provide comment through the Chair.

7. In the event that the Board shall fail to conclude the business of the agenda by the time of adjournment the Chair may designate not more than one additional meeting, to be held within one week on the day and date designated by the Chair.
8. The agenda shall be prepared and circulated by the Chair of the Board.
9. There shall be an agenda circulated to all trustees not less than three days prior to each regularly scheduled meeting of the Board in general session, and not less than forty-eight hours prior to a special meeting of the Board in general session.
10. The agenda shall be approved by ordinary motion as the first item of business at each meeting.
11. The Agenda shall contain the following:

**Guidelines for the meeting format including outlining opportunities for public and stakeholder comments**

- A. Acknowledgement of Traditional Territories; Approval of the Agenda; Approval of Previous Minutes and Business Arising from the Minutes  
  
Student Achievement Presentations; District Presentations; Community Presentations
- B. Correspondence
- C. Chair's Report; Trustee Reports (including Reports from Trustee Representatives with Other Public Bodies)
- D. Board Committee Reports:
  - (1) Education Policy and Directions Motions
  - (2) Operations Policy and Planning Motions
- E. District Leadership Team Reports

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F. Question Period

G. Public Disclosure of In-Camera Items

H. New Business/Notice of Motions

I. Adjournment

The order of the Agenda shall be as above, unless varied at the meeting by majority vote.

12. A copy of the Agenda shall be made available to the media, partner groups and the public (website) through the Secretary-Treasurer's office on the day after copies are delivered to trustees, and such Agenda shall have attached the Committee Reports.
13. The Board Chair may reschedule any regularly-scheduled general meeting of the Board to a different time and date in order to meet the business requirements of the Board. The Board may, by ordinary resolution, cancel a regular general meeting of the Board.
14. In accordance with Section 67 of the *School Act*, the Board may allow Trustees to participate in or attend a meeting of the Board by telephone or other means of communication if all Trustees and other persons participating in or attending the meeting are able to communicate with each other. Such attendance shall only be permitted where Trustee participation is prevented by extraordinary circumstances. Trustees wishing to attend electronically must provide a minimum of 48 hours' notice of such attendance.
15. With the exception of poll votes pursuant to Bylaw 9011, the Board shall not conduct meetings electronically. For the purposes of this bylaw, electronic communications that would constitute a meeting include communications shared among all trustees that materially advance a matter before the Board. This Bylaw does not prohibit the electronic provision of information pertaining to a matter before the Board.

*Greater Victoria School District*

Adopted: April 27, 1981

Various Revisions

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Revised: November 25, 1991  
Revised: June 23, 1997  
Revised: January 16, 2006  
Revised: January 19, 2009 (corrected)  
Revised: November 17, 2014  
Revised: December 14, 2015  
Revised: June 20, 2016

## **POLICY 2123.040**

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### **MANAGER BUILDING OPERATIONS**

The Board may appoint a Supervisor of Operations, who shall be responsible to the School Plant Manager for custodial, janitorial and cartage services to schools and School Board buildings including the direction and supervision of custodial, janitorial and cartage staff, operation of school plants, utilities, rental of school facilities, security operations, school telephones and all related budgetary matters.

*Greater Victoria School District*

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Approved: April 1971 (as #2130.01)

Revised: November 20, 1972 (as #2123.030)

Revised: November 18, 1974

Revised & Renumbered: June 23, 1980 ( as #2123.040)



*The Greater Victoria School District is committed to  
each student's success in learning within  
a responsive and safe environment.*

## **POLICY 2123.045**

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### **SCHOOL PLANT DIVISION**

#### **SUPERVISOR OF MAINTENANCE**

The Board may appoint a Supervisor of Maintenance who shall be responsible to the School Plant Manager for all matters concerning the repair and prevention maintenance of buildings, grounds, equipment, and all related budgetary matters.

#### *Greater Victoria School District*

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Adopted: December 18, 1972 (as #2122.040)

Revised: December 16, 1974

Revised, re-titled and re-numbered: June 23, 1980 (as #2123.044)



*The Greater Victoria School District is committed to  
each student's success in learning within  
a responsive and safe environment.*

## **POLICY 2123.046**

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### **SUPERVISOR OF CONSTRUCTION**

The Board may appoint a Supervisor of Construction of the School Plant Division, to be responsible to the School Plant Manager for the design, construction, scheduling, inspection and acceptance of capital projects and all related budgetary matters.

*Greater Victoria School District*

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Adopted: November 20, 1972 (as #2123.031)

Various revisions

Revised and re-numbered: June 23, 1980 (as #2123.045)

TO: The Board of Education

FROM: Piet Langstraat, Superintendent of Schools

RE: Superintendent's Report

DATE: April 24, 2017

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There are a number of items that the Superintendent wishes to bring to the attention of the Board of Education.

#### Events and Meetings

The Superintendent has attended a number of events and met with a number of individuals since the last Board meeting. These have included:

- District Committees
  - Equity
  - Public Engagement
  - Student Registration and Transfer
- Additional Meetings and Events
  - Representative Advisory Council of Students
  - District Teacher Hiring Fair
  - Camosun College
  - University of Victoria
  - BCSTA AGM
  - New Principal Mentorship – Generative Dialogue Session
  - Choices Transitional Home

## **One Learning Community Ad Hoc Committee**

### **Purpose:**

The District *One Learning Community Ad Hoc Committee* is an ad hoc committee established by the Board of Education (Bylaw 9140 Ad Hoc Committee of the Board) to review and examine the inclusive learning environment in our District including district policies and regulations that support inclusion.

### **Deliverables:**

The *One Learning Community Ad Hoc Committee* will examine and make recommendations regarding:

- the appropriate expectations, actions, and behaviours required to ensure support and inclusion for all students and staff
- inclusive learning opportunities in the physical, social, and academic community

### **Membership:**

The committee will be comprised of the following voting members:

- two Trustees appointed by the Board Chair
- Superintendent or designate
- three representatives from the Greater Victoria Teachers' Association, one member from elementary, middle and secondary
- three VPVPA representatives, one member from elementary, middle and secondary
- one VCPAC representative
- one CUPE 947 representative
- one CUPE 382 representative
- one ASA representative
- one student representative
- one representative from each local First Nation

### **Timeline:**

Regular updates will be provided to the Education Policy and Directions Committee.

### **Voting:**

It is expected that the committee will use a consensus model for decision making. When this is not possible, decisions will be made by majority vote.

### **Procedural Notes:**

- Anyone may attend and contribute to the discussions without voting privileges
- Meeting dates, locations and minutes will be available on the District website
- A committee chair will be determined at the first meeting

**Date Adopted:** March 13, 2017



## OFFICE OF THE SUPERINTENDENT

556 Boleskine Road, Victoria, BC V8Z 1E8

Pieter Langstraat, Superintendent

Phone (250) 475-4162

Fax (250) 475-4112

TO: The Board of Education

FROM: Piet Langstraat, Superintendent of Schools

RE: **Trustee Questions**

DATE: April 24, 2017

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During this portion of the Board Meeting, Trustees will have the opportunity to raise questions. Where possible, an immediate response will be provided. In the event that research is necessary before a response is provided, the matter will be postponed until a researched response can be provided.

OFFICE OF THE  
**SECRETARY-TREASURER**

556 BOLESKINE ROAD, VICTORIA, BRITISH COLUMBIA V8Z 1E8  
PHONE (250) 475-4108 FAX (250) 475-4112

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TO: The Board of Education

FROM: Mark Walsh, Secretary-Treasurer

DATE: April 24, 2017

RE: **Monthly Report**

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The purpose of this memo is to update the Board on some of the activities of the Secretary Treasurer's office over the last month.

At a provincial level, I now sit on the BC Education Marketplace technology steering committee. In tandem to that work I will now also sit on the Provincial Digital Strategy working group.

I continued to work on the District Facilities Plan. There has been significant work with respect to space and functional capacity of schools to address needs in relation to the provincial class size and composition agreement.

We have worked towards the completion of the budget and anticipated reporting of projected need with respect to the classroom enhancement fund.

OFFICE OF THE  
**SECRETARY-TREASURER**

556 BOLESKINE ROAD, VICTORIA, BRITISH COLUMBIA V8Z 1E8  
PHONE (250) 475-4108 FAX (250) 475-4110

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TO: Board of Education

FROM: Mark Walsh, Secretary-Treasurer

DATE: April 24, 2017

RE: **CAPITAL BYLAW NO. 2017/18-CPSD61-01 CAPITAL PLAN 2017/18**

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The Ministry of Education has revised the procedures related to Bylaws and has eliminated the requirement for Boards of Education to pass Bylaws for each individual capital project. Boards will now adopt a single bylaw for the approved five-year capital plan. A Bylaw is required for the 2017-2018 Five-Year Capital Plan.

Recommended Motions:

That the Board of Education of School District No. 61 (Greater Victoria) agrees to give all three readings to Capital Bylaw No. 2017/18-CPSD61-01 Capital Plan 2017/18 at the meeting of April 24, 2017.

Motion to be Carried Unanimously

That Capital Bylaw No. 2017/18-CPSD61-01 Capital Plan 2017/18 be:

Read a first time the 24<sup>th</sup> day of April, 2017;  
Read a second time the 24<sup>th</sup> day of April, 2017;  
Read a third time, passed and adopted the 24<sup>th</sup> day of April, 2017;  
and that the Secretary-Treasurer and the Board Chair be authorized to execute and seal this bylaw on behalf of the Board.

**CAPITAL BYLAW NO. 2017/18-CPSD61-01**

**CAPITAL PLAN 2017/18**

A BYLAW by the Board of Education of School District No. 61 (Greater Victoria) (hereinafter called the "Board") to adopt a Capital Plan of the Board pursuant to Sections 143 (2) and 144 (1) of the *School Act*, R.S.B.C. 1996, c. 412 as amended from time to time (called the "Act").

WHEREAS in accordance with provisions of the *School Act* the Minister of Education (hereinafter called the "Minister") has approved the Board's Capital Plan.

NOW THEREFORE the Board agrees to the following:

- (a) authorizes the Secretary-Treasurer to execute project agreements related to the expenditures contemplated by the Capital Plan;
- (b) upon approval to proceed, commence the Project and proceed diligently and use its best efforts to complete each Project substantially as directed by the Minister;
- (c) observe and comply with any rule, policy or regulation of the Minister as may be applicable to the Board or the Project(s); and,
- (d) maintain proper books of account, and other information and documents with respect to the affairs of the Project(s), as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

- 1. The Capital Bylaw of the Board approved by the Minister that specifies the supported projects in the Ministry's letter of 03/17/2017 from the 2017/18 Capital Plan is hereby adopted.
- 2. This Bylaw may be cited as School District No.61 (Greater Victoria) Capital Bylaw No. 2017/18-CPSD61-01 Capital Plan 2017/18.

READ A FIRST TIME THE 24th DAY OF APRIL, 2017;

READ A SECOND TIME THE 24th DAY OF APRIL, 2017;

READ A THIRD TIME, PASSED AND ADOPTED THE 24th DAY OF APRIL, 2017.

**CORPORATE SEAL**

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 61 (Greater Victoria) Capital Bylaw No. 2017/18-CPSD61-01 Capital Plan 2017/18 adopted by the Board the 24th day of April, 2017.

\_\_\_\_\_  
Secretary-Treasurer



March 17, 2017

Ref: 192579

To: Secretary-Treasurer and Superintendent  
School District No. 61 (Greater Victoria)

**Re: Ministry Response to the Annual Five-Year Capital Plan Submission**

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This letter is in response to the Board of Education's Annual Five-Year Capital Plan submission and provides direction as to the next steps for advancing capital projects that align with provincial capital priorities.

The Ministry reviewed all of the Five-Year Capital Plan submissions across the participating 60 school districts to determine priorities for available capital funding in the following Ministry programs:

- Seismic Mitigation
- Expansion
- Building Envelope
- Carbon Neutral Capital
- School Enhancement
- Bus Replacement

I am pleased to advise Ministry support for advancing project development or delivery of the following projects:

<b>SCHOOL PROJECT(S)</b>		
<b>School Name</b>	<b>Program &amp; Project Type</b>	<b>Next Steps &amp; Timing</b>
Campus View Elementary	Seismic Mitigation	Deliver final Project Definition Report by May 30, 2017, for future funding decision
Braefoot Elementary	Seismic Mitigation	Deliver final Project Definition Report by June 30, 2017, for future funding decision
Cedar Hill Junior Middle School	Seismic Mitigation	Deliver final Project Definition Report by June 30, 2017, for future funding decision
Frank Hobbs Elementary	School Enhancement – Window Upgrade	Proceed to design, tender & construction and complete by March 2018

.../2

Victoria High	School Enhancement – Heating and Ventilation Upgrades	Proceed to design, tender & construction and complete by March 2018
Glanford Middle School	Carbon Neutral Capital - Boiler	Proceed to design, tender & construction and complete by March 2018

Follow-up meetings will be scheduled by your assigned Regional Director to confirm scope, schedule, budget and the terms of project approval for the projects listed above. **No work or expenditures may proceed without a signed Capital Project Funding Agreement (CPFA), Annual Program Funding Agreement (APFA), or other formal authorization from the Ministry.**

As a brief follow-up from the previous year, the Ministry has revised the procedures regarding capital bylaws and approved Five-Year Capital Plans. The requirement for the Boards of Education to adopt a capital bylaw for each individual capital project has been eliminated. Instead, the Board may adopt a single Capital Bylaw for its approved 2017/18 Five-Year Capital Plan, in accordance with s. 143 of the *School Act*. For additional information, please visit the Capital Bylaw website at:

<http://www2.gov.bc.ca/gov/content/education-training/administration/resource-management/capital-planning/capital-bylaws>

Additionally, the Project Definition Reports for Victoria High School as requested by the Ministry in last year's Capital Plan Response Letter was due on January 31, 2017. Please provide this as soon as possible in order to ensure that Ministry staff can prepare to advance this project for final funding decision in the coming months.

You can expect to receive the Capital Plan Instructions for your 2018/19 Annual Five-Year Capital Plan Submission by March 31, 2017, and the deadline for submission will be June 30, 2017.

Should you have any questions regarding the Ministry's Capital Plan process, please do not hesitate to contact your Regional Director, Rachelle Ray at [Rachelle.Ray@gov.bc.ca](mailto:Rachelle.Ray@gov.bc.ca).

Thank you for your dedication to the students of the Greater Victoria School District.

Sincerely,



Ryan Spillett  
Executive Director, Capital Delivery Branch  
Capital Division

Cc: Rachelle Ray, Regional Director, Capital Delivery Branch  
Damien Crowell, Planning Officer, Capital Delivery Branch

OFFICE OF THE  
**SECRETARY-TREASURER**

556 BOLESKINE ROAD, VICTORIA, BRITISH COLUMBIA V8Z 1E8  
PHONE (250) 475-4108 FAX (250) 475-4112

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TO: Board of Education

FROM: Mark Walsh, Secretary-Treasurer

DATE: April 24, 2017

RE: **REYNOLDS SECONDARY SCHOOL  
STATUTORY RIGHT-OF-WAY FOR TELECOMMUNICATIONS INFRASTRUCTURE**

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TELUS Communications Inc. has requested a statutory right of way at Reynolds Secondary School to install and maintain telecommunications infrastructure.

A Statutory Right-of-Way is required for a portion of land legally described as Lot 1, Section 32, Victoria District Plan 29255, Except Plan VIP88547, PID: 001-421-468.

Regulation 7110 *Disposal of Real Property* has been considered. The regulation states that easements are not subject to this Regulation.

TELUS Communications Inc. has agreed to pay all costs associated with this Statutory Right-of-Way.

Recommended Motions:

That the Board of Education of School District No. 61 (Greater Victoria) approve granting a Statutory Right-of-Way to TELUS Communications Inc. for the purpose of installing and maintaining telecommunications infrastructure at Reynolds Secondary School on the property legally described as Lot 1, Section 32, Victoria District Plan 29255, Except Plan VIP88547, PID: 001-421-468.

That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings to the School District No. 61 (Greater Victoria) Disposal (Right-of-Way) of Real Property Bylaw No. 17-01 at the April 24, 2017 Board meeting.

That the School District No. 61 (Greater Victoria) Disposal (Right-of-Way) of Real Property Bylaw No. 17-01, being a bylaw to grant a Statutory Right-of-Way to TELUS Communications Inc. on the property legally described as Lot 1, Section 32, Victoria District Plan 29255, Except Plan VIP88547, PID: 001-421-468, for the purpose of installing and maintaining telecommunications infrastructure at Reynolds Secondary School, be  
Read a first time the 24<sup>th</sup> day of April, 2017;  
Read a second time the 24<sup>th</sup> day of April, 2017;  
Read a third time, passed and adopted the 24<sup>th</sup> day of April, 2017, and  
that the Secretary-Treasurer and the Board Chair be authorized to execute and seal this bylaw on behalf of the Board.

**THE BOARD OF EDUCATION OF  
SCHOOL DISTRICT NO. 61 (GREATER VICTORIA)**

**DISPOSAL (RIGHT-OF-WAY) OF REAL PROPERTY BYLAW NO. 17-01**

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

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

AND WHEREAS pursuant to Section 96(3) of the *School Act*, a board may dispose of land or improvements or both;

NOW THEREFORE be it resolved that the Board of Education of School District No. 61 (Greater Victoria) hereby advises their intention, pursuant to Section 96(3) of the *School Act*, to grant a statutory right-of-way to TELUS Communications Inc. on the property legally described as Lot 1, Section 32, Victoria District Plan 29255, Except Plan VIP88547, PID: 001-421-468, for the purpose of installing and maintaining telecommunications infrastructure at Reynolds Secondary School.

The granting of this statutory right-of-way at Reynolds Secondary School will not adversely affect the educational services or programs provided in School District No. 61 (Greater Victoria).

This bylaw may be cited as School District No. 61 (Greater Victoria) Disposal (Right-of-Way) of Real Property Bylaw No. 17-01.

Read a first time the 24<sup>th</sup> day of April, 2017;

Read a second time the 24<sup>th</sup> day of April, 2017;

Read a third time, passed and adopted the 24<sup>th</sup> day of April, 2017.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 61 (Greater Victoria) Disposal (Right-of-Way) of Real Property Bylaw No. 17-01 adopted by the Board of Education this 24<sup>th</sup> day of April, 2017.

\_\_\_\_\_  
Secretary-Treasurer



Your electronic signature is a representation that you are a subscriber as defined by the Land Title Act, RSBC 1996 c.250, and that you have applied your electronic signature in accordance with Section 168.3, and a true copy, or a copy of that true copy, is in your possession.

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1. APPLICATION: (Name, address, phone number of applicant, applicant's solicitor or agent)

TELUS Communications Inc. - Real Estate Department  
1 - 15079 - 64th Avenue

Telephone: (604) 432-4177

Client #10869

TELUS 50294-1 (ks) Feb 22/17

Surrey

BC V3S 1X9

Deduct LTSA Fees? Yes ☒

2. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:  
[PID] [LEGAL DESCRIPTION]

**001-421-468 LOT 1 SECTION 32 VICTORIA DISTRICT PLAN 29255 EXCEPT PLAN VIP88547**

STC? YES ☐

3. NATURE OF INTEREST

CHARGE NO.

ADDITIONAL INFORMATION

**Statutory Right of Way**

4. TERMS: Part 2 of this instrument consists of (select one only)

(a) ☐ Filed Standard Charge Terms D.F. No.

(b) ☒ Express Charge Terms Annexed as Part 2

A selection of (a) includes any additional or modified terms referred to in Item 7 or in a schedule annexed to this instrument.

5. TRANSFEROR(S):

**THE BOARD OF SCHOOL TRUSTEES OF SCHOOL DISTRICT 61**

6. TRANSFEREE(S): (including postal address(es) and postal code(s))

**TELUS COMMUNICATIONS INC.**

**1 - 15079 - 64TH AVENUE**

Incorporation No

SURREY

BRITISH COLUMBIA

BC1101218

V3S 1X9

CANADA

7. ADDITIONAL OR MODIFIED TERMS:

N/A

8. EXECUTION(S): This instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge terms, if any.

Officer Signature(s)

Execution Date

Y	M	D

Transferor(s) Signature(s)

The Board of School Trustees of  
School District 61  
by its authorized Signatory (ies)

OFFICER CERTIFICATION:

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

Officer Signature(s)

Execution Date

Transferor / Borrower / Party Signature(s)

Y M D

TELUS Communications Inc.,  
by its authorized Signatory(ies)

OFFICER CERTIFICATION:

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

## Terms of Instrument – Part 2

WHEREAS the Owner (as identified in Form C Part 1 Item 5) is the registered owner of the Lands (as identified in Form C Part 1 Item 2) and has agreed to grant TELUS Communications Inc. (“TELUS”) (as identified in Form C Part 1 Item 6) a statutory right of way which is necessary for the operation and maintenance of TELUS’ undertaking,

NOW THEREFORE in consideration of the terms and conditions set out below, the Owner and TELUS agree as follows:

1. **STATUTORY RIGHT OF WAY** The Owner grants to TELUS, its successors and assigns a statutory right of way upon the Lands to:
  - a) place, construct, install, operate, maintain, repair, occupy, use, remove, modify and replace on, under and over the Lands (including any building structures situate upon and forming part of the Lands) equipment; anchoring mechanisms; cables; wiring; fibre; conduit and facilities for telecommunications, data transmission, power and grounding; underground ducts; support structures; fixtures; equipment enclosures; including all other fixtures, chattels and/or improvements placed or installed by TELUS on or within the Lands, and any related works (collectively, the “Works”);
  - b) on not less than forty-eight (48) hours prior written notice to the Owner, remove trees or obstructions which might interfere with or create a danger to persons or the Works;
  - c) enter on foot and by vehicle, with or without machinery and equipment, for the purpose of reasonable access to and egress from the Works 24 hours per day 7 days per week as required by TELUS for operational, general maintenance and emergency repairs purposes;
  - d) unobstructed, secure access to the main terminal room, terminal rooms, equipment rooms, entrance facilities, riser closets, and demarcation points;
  - e) unobstructed, secure access to all or a combination of the building’s cables; wiring; fibre; conduit and facilities for telecommunications, data transmission, power and grounding; as may be required by TELUS from time to time for the purpose of construction, installation, testing, operation, maintenance, repairs, services, upgrades, modifications, removal, replacement of TELUS equipment and access to TELUS equipment; and
  - f) generally to do all acts and work necessary and incidental to the foregoing or the business of TELUS, its successors and assigns, including, without limitation, the right exercisable solely by TELUS for itself or, as the case may be, on behalf of the Owner to place, maintain, operate, repair, use and replace communications conduit, cable and appurtenant equipment and facilities within and throughout the building structure situate upon and forming part of the Lands.
2. **TERM** This Agreement shall continue in perpetuity from the date this Agreement is executed by the Owner and TELUS.
3. **FEES** TELUS shall, upon receipt of a satisfactory post-index search disclosing that in the normal course of Land Title Office practice this Agreement shall be registered against title to the Lands, pay the Owner a lump sum fee in the amount of one (\$1.00) dollar.

4. **AREA RESTRICTION** TELUS shall restrict the location of the Works within that portion of the Lands approximately defined in bold on the sketch attached hereto as Schedule "A", unless the Owner permits otherwise.
5. **CONSTRUCTION**
  - a) TELUS shall at its sole expense place, operate, maintain and remove the Works in compliance with all applicable laws. The Works shall at all times remain the property of TELUS and shall not be considered a fixture notwithstanding any rule of law or equity to the contrary.
  - b) Once construction has been completed, TELUS will leave the lands clean, tidy, and will replace the surface soil, restoring the lands as reasonably possible to the same condition as it was received.
6. **NON-INTERFERENCE AND ANCILLARY RIGHTS** The Owner shall not do or permit to be done any act or thing which may, as reasonably determined by TELUS, damage the Works and/or interfere with any rights granted to TELUS by this Agreement. The Owner grants to TELUS as rights ancillary to those described in Section 1 reasonable unobstructed access over the Land to and from the Right of Way Area for all purposes relating to the Works.
7. **INDEMNITY** TELUS shall indemnify and save harmless and forever discharge the Owner from and against all manner of actions, causes of actions, claims, debts, suits, damages, demands and promises, at law or in equity whether known or unknown, including without limitation for injury to persons or property including death, of any person directly or indirectly arising from, or attributable to, any act, omission, negligence or default of TELUS in connection with or in consequence of this Agreement, save and except to the extent caused by any act, omission, negligence or default of the Owner. Notwithstanding any other provision of this Agreement, in no event shall TELUS be liable to any special, indirect, consequential or incidental damages from any cause whatsoever (even if it has been advised of possibility thereof), including without limitation, lost profits, lost revenues, failure to realize expected savings or other commercial or economic losses of any kind.
8. **DISCHARGE** TELUS may, as to all or any part of the Lands, discharge, in whole or in part, any rights granted to TELUS by this Agreement. TELUS may, at any time, abandon all or part of the Works without affecting the rights granted to TELUS by this Agreement.
9. **NOTICE** Any notice required to be given hereunder shall be valid if in writing and delivered or telecopied at the address set out above or at such other address as may be designated in writing by either party and any such notice shall be effective when received.
10. **LICENCE** TELUS may grant licences to its Affiliates or others to exercise the rights granted to TELUS under Section 1 of this Agreement. For the purposes of this Agreement, "Affiliate" means, as regards TELUS, an affiliated body corporate as defined in the *Canada Business Corporations Act* R.S.C. 1985, c.C-44, as well as any partnership or other unincorporated association in which TELUS Corporation or any of its affiliated bodies corporate (as so defined) has a direct or indirect controlling interest.
11. **WAIVER AND AMENDMENT** No waiver or amendment of any provision of this Agreement shall be effective or deemed by a course of conduct, unless such waiver or amendment is in writing signed by the Owner and TELUS and stating specifically that it is intended to act as a waiver of or amend this Agreement.

12. **SEVERABILITY** If any provision of this Agreement is declared invalid or unenforceable by competent authority, such provision shall be deemed severed and shall not affect the validity or enforceability of the remaining provisions of this Agreement, unless such invalidity or unenforceability renders the operation of this Agreement impossible.
13. **BINDING EFFECT** This Agreement will be registered at the Land Title Office and shall be binding upon and enure to the benefit of the Owner and TELUS and their respective heirs, executors, administrators, successors and assigns and shall run with the Lands, and with each part into which the Lands may at any time be subdivided and each parcel into which the Lands or any portion thereof may at any time be consolidated. By executing the Form C Part 1 Item 8, the Owner and TELUS agree to be bound by this Agreement. Any and all of the rights, licences, privileges, easements, rights of way and benefits of TELUS hereunder are assignable to and may be held, enjoyed and exercised by any Affiliate of TELUS whether pursuant to, or in connection with, any corporate or other reorganization of TELUS or otherwise. TELUS shall also have the right to assign the rights, licences, privileges, easements, rights of way and benefits hereby granted, in whole or in part, without the consent of the Owner, to permit third parties to exercise the rights, licences, privileges, easements, rights of way and benefits hereby granted, in whole or in part, on their own or together with TELUS or other third parties and, in the event such permission is granted by TELUS, any reference herein to TELUS shall also apply to such third parties.
14. **THIS** Agreement runs with the Lands. Notwithstanding anything contained in this Agreement to the contrary, neither the Owner nor any future owner of the Lands or any portion of the Lands shall be liable under any of the covenants and agreements contained herein where such liability arises by reason of an act or omission occurring after the Owner named herein or any future owner ceases to have a further interest in the Lands.
15. **THIS** Agreement and the provisions thereof are subject to the provisions (including regulations) of the *Telecommunications Act* S.C. 1993, c.38 and the *Canadian Radio-Television and Telecommunications Commission Act* R.S.C 1985, c.C-22 and their successor legislation, as well as any rulings, regulations, tariffs or other directives of the Canadian Radio-Television and Telecommunications Commission.

