



February 22, 2024

Ref:296847

To: Secretary-Treasurer and Superintendent  
School District No. 10 (Arrow Lakes)

**Capital Plan Bylaw No. 2023/24-CPSD10-03**

Re: Ministry Response to the Annual Five-Year Capital Plan Submission for 2023/24

This letter is in response to your School District's 2023/24 Annual Five-Year Capital Plan submissions for Major Capital Programs and Minor Capital Programs and provides direction for advancing supported and approved capital projects. **Please see all bolded sections below for information.**

The Ministry has reviewed all 60 school districts' Annual Five-Year Capital Plan submissions for Major Capital Programs and Minor Capital Programs to determine priorities for available capital funding in the following programs:

- Seismic Mitigation Program (SMP)
- Expansion Program (EXP)
- Replacement Program (REP)
- Site Acquisition Program (SAP)
- Rural District Program (RDP)
- School Enhancement Program (SEP)
- School Food Infrastructure Program (FIP)\*
- Carbon Neutral Capital Program (CNCP)
- Building Envelope Program (BEP)
- Playground Equipment Program (PEP)
- **Bus Acquisition Program (BUS)**

\*Note: The FIP is a new program commencing in fiscal year 2023/24. FIP project requests are required to be submitted as part of the capital plan submissions that are due on June 30, 2023. School districts will be advised of approved FIP projects in early fall via an amended 2023/24 Capital Plan Response letter. Further information regarding the scope of the program, program criteria, and eligible projects will be included in the 2024/25 Capital Plan Instructions.

The following tables identify major capital projects that are supported to proceed to the next stage, if applicable, as well as minor capital projects that are approved for funding and can proceed to procurement.

## **MINOR CAPITAL PROJECTS (SEP, CNCP, BEP, PEP, BUS)**

Below are tables for the minor capital projects that are approved. The table identifies School Enhancement Program (SEP), Carbon Neutral Capital Program (CNCP), Building Envelope Program (BEP), Playground Equipment Program (PEP), as well as the Bus Acquisition Program (BUS), if applicable.

### **New projects for SEP, CNCP, BEP, PEP**

Facility Name	Program Project Description	Amount Funded by Ministry	Next Steps & Timing
Nakusp Elementary	SEP - Electrical Upgrades	s. 17	Proceed to design, tender & construction. To be completed by March 31, 2024.
Nakusp Secondary	SEP - HVAC Upgrades		Proceed to design, tender & construction. To be completed by March 31, 2024.
Lucerne Elementary Secondary, Nakusp Secondary	SEP - HVAC Upgrades		Proceed to design, tender & construction. To be completed by March 31, 2024.
Nakusp Secondary	CNCP - Energy Upgrades		Proceed to design, tender & construction. To be completed by March 31, 2024.
Nakusp Elementary	PEP - Accessible Playground Equipment		Proceed to design, tender & construction. To be completed by March 31, 2024.
Edgewood Elementary	FIP – Kitchen Equipment		Proceed to design, tender & construction. To be completed by March 31, 2024.
Nakusp Secondary	FIP – Kitchen Equipment		Proceed to design, tender & construction. To be completed by March 31, 2024.
Lucerne Elem-Secondary	FIP – Kitchen Equipment		Proceed to design, tender & construction. To be completed by March 31, 2024.
TBD	CNCP – Energy Upgrades (Charging Infrastructure/Charging Station)		Proceed to design, tender & construction. To be completed by March 31, 2024.

### **New projects for BUS**

Existing Bus Fleet #	New/Replacement Bus Type	Amount Funded by Ministry	Next Steps & Timing
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A7102	C 76 with 0 wheelchair spaces	s. 17	Proceed to ordering the school bus(es) between April 3rd and May 15th, 2023 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at <a href="http://www.astsbcc.org">http://www.astsbcc.org</a>
100	D (80+RE) with 0 wheelchair spaces		Proceed to ordering the school bus(es) between April 3rd and May 15th, 2023 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at <a href="http://www.astsbcc.org">http://www.astsbcc.org</a>
ADDED	Supplementary school bus funding for 1 (new) electric bus		Funding applicable to the electric bus(es) recently ordered through the Bus Standing Offer portal on the ASTSBC website at <a href="http://www.astsbcc.org">http://www.astsbcc.org</a>
A9100	D (80+RE) with 1 wheelchair spaces		Proceed to ordering the school bus immediately.

**An Annual Programs Funding Agreement (APFA) accompanies this Capital Plan Response Letter which outlines specific Ministry and Board related obligations associated with the approved Minor Capital Projects for the 2023/24 fiscal year as listed above.**

**In accordance with Section 143 of the *School Act*, Boards of Education are required to adopt a single Capital Bylaw (using the Capital Bylaw Number provided at the beginning of this document) for its approved 2023/24 Five-Year Capital Plan as identified in this Capital Plan Response Letter. For additional information, please visit the Capital Bylaw website at:**

**<https://www2.gov.bc.ca/gov/content/education-training/k-12/administration/capital/planning/capital-bylaws>**

**The Capital Bylaw and the APFA must be signed, dated, and emailed to Ministry Planning Officer Nathan Whipp at [Nathan.Whipp@gov.bc.ca](mailto:Nathan.Whipp@gov.bc.ca) as soon as possible. Upon receipt the Ministry will issue Certificates of Approvals as defined in the APFA.**

As the 2023/24 Capital Plan process is now complete, the Capital Plan Instructions for the upcoming 2024/25 Annual Five-Year Capital Plan submission process (using the Ministry's Capital Asset Planning System (CAPS) online platform) will be available on the Ministry's [Capital Planning](#) webpage by April 1<sup>st</sup>, 2023.

NOTE: School districts' Capital Plan submission deadlines for the 2024/25 fiscal year, using the CAPS online platform, will be as follows:

- **June 30, 2023** – Major Capital Programs (SMP, EXP, REP, RDP, SAP, BEP); Minor Capital Programs (FIP).
- **September 30, 2023** – Minor Capital Programs (SEP, CNCP, PEP, BUS).

The staggered deadlines are intended to provide the Ministry with input required to initiate planning for the next budget cycle, while enabling school districts additional time and flexibility to plan over the summer. School districts may wish to provide Major and Minor Capital submissions by the June 30, 2023 deadline.

Additionally, the Annual Facility Grant (AFG) project requests for the 2023/24 fiscal year are to be submitted using the CAPS online platform, on or before May 31, 2023.

Please contact your respective Regional Director or Planning Officer as per the [Capital Management Branch Contact List](#) with any questions regarding this Capital Plan Response Letter or the Ministry's capital plan process.

Sincerely,

A handwritten signature in blue ink that reads "Damien Crowell". The signature is written in a cursive, flowing style.

Damien Crowell, Executive Director  
Capital Management Branch

pc: Geoff Croshaw, A/Director, Major Capital Projects, Capital Management Branch  
Michael Nyikes, Director, Minor Capital Programs and Finance Unit, Capital  
Management Branch





February 20, 2024

Ref: 288311

To: Secretary-Treasurer and Superintendent  
School District No. 27 (Cariboo-Chilcotin)

**Capital Plan Bylaw No. 2023/24-CPSD27-02**

Re: Ministry Response to the Annual Five-Year Capital Plan Submission for 2023/24

This letter is in response to your School District's 2023/24 Annual Five-Year Capital Plan submissions for Major Capital Programs and Minor Capital Programs and provides direction for advancing supported and approved capital projects. **Please see all bolded sections below for information.**

The Ministry has reviewed all 60 school districts' Annual Five-Year Capital Plan submissions for Major Capital Programs and Minor Capital Programs to determine priorities for available capital funding in the following programs:

- Seismic Mitigation Program (SMP)
- Expansion Program (EXP)
- Replacement Program (REP)
- Site Acquisition Program (SAP)
- Rural District Program (RDP)
- School Enhancement Program (SEP)
- School Food Infrastructure Program (FIP)\*
- **Carbon Neutral Capital Program (CNCP)**
- Building Envelope Program (BEP)
- Playground Equipment Program (PEP)
- Bus Acquisition Program (BUS)

\*Note: The FIP is a new program commencing in fiscal year 2023/24. FIP project requests are required to be submitted as part of the capital plan submissions that are due on June 30, 2023. School districts will be advised of approved FIP projects in early fall via an amended 2023/24 Capital Plan Response letter. Further information regarding the scope of the program, program criteria, and eligible projects will be included in the 2024/25 Capital Plan Instructions.

The following tables identify major capital projects that are supported to proceed to the next stage, if applicable, as well as minor capital projects that are approved for funding and can proceed to procurement.

## **MINOR CAPITAL PROJECTS (SEP, CNCP, BEP, PEP, BUS)**

Below are tables for the minor capital projects that are approved. The table identifies School Enhancement Program (SEP), Carbon Neutral Capital Program (CNCP), Building Envelope Program (BEP), Playground Equipment Program (PEP), as well as the Bus Acquisition Program (BUS), if applicable.

### **New projects for SEP, CNCP, BEP, PEP**

Facility Name	Program Project Description	Amount Funded by Ministry	Next Steps & Timing
Lake City Secondary	SEP - Roofing Upgrades	s. 17	Proceed to design, tender & construction. To be completed by March 31, 2024.
Peter Skene Ogden Secondary*	SEP - HVAC Upgrades		Proceed to design, tender & construction. To be completed by December 31, 2023.
Peter Skene Ogden Secondary*	CNCP - HVAC Upgrades		Proceed to design, tender & construction. To be completed by December 31, 2023.
<b>Peter Skene Ogden Secondary</b>	<b>CNCP - HVAC Upgrades</b>		<b>Proceed immediately to design, tender &amp; construction. To be completed by September 30, 2024.</b>

\*Funded in part by Canada through the Ventilation Improvement Fund (VIF). Please see accompanying APFA for details

### **New projects for BUS**

Existing Bus Fleet #	New/Replacement Bus Type	Amount Funded by Ministry	Next Steps & Timing
A0273	C 76 with 0 wheelchair spaces	s. 17	Proceed to ordering the school bus(es) between April 3rd and May 15th, 2023 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at <a href="http://www.astsbcs.org">http://www.astsbcs.org</a>
A0276	C (52-57) with 0 wheelchair spaces		Proceed to ordering the school bus(es) between April 3rd and May 15th, 2023 from the list of approved vendors available through the Bus Standing Offer portal on the

			ASTSBC website at <a href="http://www.astsbc.org">http://www.astsbc.org</a>
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**An Annual Programs Funding Agreement (APFA) accompanies this Capital Plan Response Letter which outlines specific Ministry and Board related obligations associated with the approved Minor Capital Projects for the 2023/24 fiscal year as listed above.**

**In accordance with Section 143 of the *School Act*, Boards of Education are required to adopt a single Capital Bylaw (using the Capital Bylaw Number provided at the beginning of this document) for its approved 2023/24 Five-Year Capital Plan as identified in this Capital Plan Response Letter. For additional information, please visit the Capital Bylaw website at:**

**<https://www2.gov.bc.ca/gov/content/education-training/k-12/administration/capital/planning/capital-bylaws>**

**The Capital Bylaw and the APFA must be signed, dated, and emailed to Ministry Planning Officer Nathan Whipp at [Nathan.Whipp@gov.bc.ca](mailto:Nathan.Whipp@gov.bc.ca) as soon as possible. Upon receipt the Ministry will issue Certificates of Approvals as defined in the APFA.**

As the 2023/24 Capital Plan process is now complete, the Capital Plan Instructions for the upcoming 2024/25 Annual Five-Year Capital Plan submission process (using the Ministry's Capital Asset Planning System (CAPS) online platform) will be available on the Ministry's [Capital Planning](#) webpage by April 1<sup>st</sup>, 2023.

NOTE: School districts' Capital Plan submission deadlines for the 2024/25 fiscal year, using the CAPS online platform, will be as follows:

- **June 30, 2023** – Major Capital Programs (SMP, EXP, REP, RDP, SAP, BEP); Minor Capital Programs (FIP).
- **September 30, 2023** – Minor Capital Programs (SEP, CNCP, PEP, BUS).

The staggered deadlines are intended to provide the Ministry with input required to initiate planning for the next budget cycle, while enabling school districts additional time and flexibility to plan over the summer. School districts may wish to provide Major and Minor Capital submissions by the June 30, 2023 deadline.

Additionally, the Annual Facility Grant (AFG) project requests for the 2023/24 fiscal year are to be submitted using the CAPS online platform, on or before May 31, 2023.

Please contact your respective Regional Director or Planning Officer as per the [Capital Management Branch Contact List](#) with any questions regarding this Capital Plan Response Letter or the Ministry's capital plan process.

Sincerely,

A handwritten signature in blue ink that reads "Damien Crowell". The signature is written in a cursive, flowing style.

Damien Crowell, Executive Director  
Capital Management Branch

pc: Geoff Croshaw, A/Director, Major Capital Projects, Capital Management Branch  
Michael Nyikes, Director, Minor Capital Projects, Programs and Finance, Capital  
Management Branch





February 22, 2024

Ref: 296847

To: Secretary-Treasurer and Superintendent  
School District No. 47 (Powell River)

**Capital Plan Bylaw No. 2023/24-CPSD47-03**

Re: Ministry Response to the Annual Five-Year Capital Plan Submission for 2023/24

This letter is in response to your School District's 2023/24 Annual Five-Year Capital Plan submissions for Major Capital Programs and Minor Capital Programs and provides direction for advancing supported and approved capital projects. **Please see all bolded sections below for information.**

The Ministry has reviewed all 60 school districts' Annual Five-Year Capital Plan submissions for Major Capital Programs and Minor Capital Programs to determine priorities for available capital funding in the following programs:

- Seismic Mitigation Program (SMP)
- Expansion Program (EXP)
- Replacement Program (REP)
- Site Acquisition Program (SAP)
- Rural District Program (RDP)
- School Enhancement Program (SEP)
- School Food Infrastructure Program (FIP)\*
- Carbon Neutral Capital Program (CNCP)
- Building Envelope Program (BEP)
- Playground Equipment Program (PEP)
- **Bus Acquisition Program (BUS)**

\*Note: The FIP is a new program commencing in fiscal year 2023/24. FIP project requests are required to be submitted as part of the capital plan submissions that are due on June 30, 2023. School districts will be advised of approved FIP projects in early fall via an amended 2023/24 Capital Plan Response letter. Further information regarding the scope of the program, program criteria, and eligible projects will be included in the 2024/25 Capital Plan Instructions.

The following tables identify major capital projects that are supported to proceed to the next stage, if applicable, as well as minor capital projects that are approved for funding and can proceed to procurement.

### **MAJOR CAPITAL PROJECTS (SMP, EXP, REP, SAP, RDP)**

#### **New Projects**

Project #	Project Name	Project Type	Comments
150043	Edgehill Elementary	Addition	Project has been supported for planning (business case). Please submit Project Development Report (PDR) to Ministry as soon as possible

Follow-up meetings will be scheduled by your respective Regional Director or Planning Officer regarding next steps. Also, note that Capital Project Funding Agreements (CPFA) are not issued for Major Capital Projects until after the Business Case and all other required supporting documentation is received, reviewed, and approved for funding by the Ministry.

### **MINOR CAPITAL PROJECTS (SEP, CNCP, BEP, PEP, BUS)**

Below are tables for the minor capital projects that are approved. The table identifies School Enhancement Program (SEP), Carbon Neutral Capital Program (CNCP), Building Envelope Program (BEP), Playground Equipment Program (PEP), as well as the Bus Acquisition Program (BUS), if applicable.

#### **New projects for SEP, CNCP, BEP, PEP**

Facility Name	Program Project Description	Amount Funded by Ministry	Next Steps & Timing
James Thomson Elementary	SEP - HVAC Upgrades	s. 17	Proceed to design, tender & construction. To be completed by March 31, 2024.
James Thomson Elementary	CNCP - Energy Upgrades		Proceed to design, tender & construction. To be completed by March 31, 2024.
Kelly Creek Community School	CNCP - Energy Upgrades		Proceed to design, tender & construction. To be completed by March 31, 2024.
Edgehill Elementary, Henderson Elementary, James Thomson	FIP – Kitchen Equipment and Upgrade		Proceed to design, tender & construction. To be completed by March 31, 2024.

Elementary, Kelly Creek Community School			
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### **New projects for BUS**

Existing Bus Fleet #	New/Replacement Bus Type	Amount Funded by Ministry	Next Steps & Timing
A1470	D (80+ RE) with 0 wheelchair spaces	s. 17	Proceed to ordering the school bus immediately

**An Annual Programs Funding Agreement (APFA) accompanies this Capital Plan Response Letter which outlines specific Ministry and Board related obligations associated with the approved Minor Capital Projects for the 2023/24 fiscal year as listed above.**

**In accordance with Section 143 of the *School Act*, Boards of Education are required to adopt a single Capital Bylaw (using the Capital Bylaw Number provided at the beginning of this document) for its approved 2023/24 Five-Year Capital Plan as identified in this Capital Plan Response Letter. For additional information, please visit the Capital Bylaw website at:**

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Sincerely,

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Damien Crowell, Executive Director  
Capital Management Branch

pc: Geoff Croshaw, A/Director, Major Capital Projects, Capital Management Branch  
Michael Nyikes, Director, Minor Capital Programs and Finance Unit, Capital  
Management Branch





February 22, 2024

Ref: 296847

To: Secretary-Treasurer and Superintendent  
School District No. 83 (North Okanagan-Shuswap)

**Capital Plan Bylaw No. 2023/24-CPSD83-04**

Re: Ministry Response to the Annual Five-Year Capital Plan Submission for 2023/24

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This letter is in response to your School District's 2023/24 Annual Five-Year Capital Plan submissions for Major Capital Programs and Minor Capital Programs and provides direction for advancing supported and approved capital projects. **Please see all bolded sections below for information.**

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- Site Acquisition Program (SAP)
- Rural District Program (RDP)
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- School Food Infrastructure Program (FIP)\*
- Carbon Neutral Capital Program (CNCP)
- Building Envelope Program (BEP)
- Playground Equipment Program (PEP)
- **Bus Acquisition Program (BUS)**

\*Note: The FIP is a new program commencing in fiscal year 2023/24. FIP project requests are required to be submitted as part of the capital plan submissions that are due on June 30, 2023. School districts will be advised of approved FIP projects in early fall via an amended 2023/24 Capital Plan Response letter. Further information regarding the scope of the program, program criteria, and eligible projects will be included in the 2024/25 Capital Plan Instructions.

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### **New projects for SEP, CNCP, BEP, PEP**

Facility Name	Program Project Description	Amount Funded by Ministry	Next Steps & Timing
Parkview Elementary School	SEP - HVAC Upgrades	s. 17	Proceed to design, tender & construction. To be completed by March 31, 2024.
Highland Park Elementary*	CNCP - HVAC Upgrades		Proceed to design, tender & construction. To be completed by December 31, 2023.
Armstrong Elementary	PEP - Accessible Playground Equipment		Proceed to design, tender & construction. To be completed by March 31, 2024.
A L Fortune Secondary, Armstrong Elementary, Bastion Elementary, Carlin Elementary Middle, Eagle River Secondary, Falkland Elementary Junior School, Grindrod Elementary, Highland Park Elementary, Hillcrest Elementary, J L Jackson Secondary, Len Wood Middle, M.V. Beattie Elementary, North Canoe Elementary, North Shuswap Elementary, Parkview Elementary, Pleasant Valley Secondary, Ranchero	FIP – Kitchen Equipment and Upgrade		Proceed to design, tender & construction. To be completed by March 31, 2024.

Elementary Junior, Salmon Arm Secondary – Sullivan Campus, Salmon Arm West Elementary, Shuswap Middle, Silver Creek Elementary Secondary, Sorrento Elementary			
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*\*Please contact your Minor Capital planning officer for information on funding structure.*

### **New projects for BUS**

Existing Bus Fleet #	New/Replacement Bus Type	Amount Funded by Ministry	Next Steps & Timing
17832	C 76 Passenger with 0 wheelchair spaces	s. 17	Proceed to ordering the school bus(es) immediately.
18834	C 76 Passenger with 0 wheelchair spaces		Proceed to ordering the school bus(es) immediately.

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Sincerely,

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Damien Crowell, Executive Director  
Capital Management Branch

pc: Michael Nyikes, Director, Minor Capital Programs and Finance Unit, Capital Management Branch