

ADMINISTRATIVE MEMORANDUM

Meeting Place:

Virtually via MS Teams

Format and Date:

SPECIAL PUBLIC BOARD MEETING
Thursday, March 12, 2026, at
6:30 pm

		Estimated Completion Time
A.	Call to Order	
A.1.	Acknowledgments	6:30 pm
A.2.	Approval of Agenda (that the agenda, as recommended in the Administrative Memorandum, be adopted.)	6:30 pm
A.3.	Public Questions/Comments *	6:40 pm
B.	Action Items	
B.1.	Cloverley Elementary School Electrical Distribution Right of Way Bylaw, 2026	6:55 pm
B.2.	Corporate Banking Services: Bankers and Signing Officers - Bank of Montreal	7:10 pm
C.	Future Meetings	7:15 pm
D.	Public Question & Comment Period	7:25 pm
E.	Adjournment	7:25 pm

Note: The completion times on this agenda are estimates intended to assist the Board in its deliberations.

* Additional Community Presentations or Delegations are welcomed with advanced notice - see [Policy 104: Board of Education - Meetings](#) and its [Administrative Procedures](#).

Schedule .A.3..
of the
Administrative Memorandum

Meeting Date: March 12, 2026 **Board** **Board, in camera**

Topic (as per the Memorandum): **Public Questions/Comments**

Narration:

Prior to the Public Board Meeting, members of the public can provide comments on items related to the agenda by completing the [Public Board Meeting Questions/Comments Form](#) online or calling 604-998-5100 and leaving a voice mail by no later than 1 p.m. on the day of the meeting. All input received by the specified time will be shared with Trustees electronically. The Board Chair will read out comments during the Public Questions/Comments at the beginning of the meeting; however, this agenda item has a time limit of 10 minutes.

The Board of Education will not respond to comments made during the Public Questions/Comments but may direct questions to staff. Members of the public wishing to discuss their concerns with Trustees or staff may contact them before and/or after the meeting, by telephone or e-mail.

Schedule B.1...
of the
Administrative Memorandum

Meeting Date: March 12, 2026 **Board** **Board, in camera**

Topic (as per the Memorandum): **Cloverley Elementary School Electrical Distribution Right of Way Bylaw, 2026**

Narration:

Under the City of North Vancouver's Servicing Agreement with the Board of Education (for the construction of a new elementary school at the Cloverley site), the Board is required to grant a Section 219 covenant and **statutory right of way** in favour of **BC Hydro** for the purposes of completing certain servicing works required under the agreement.

The Board of Education is the owner of those certain lands and premises known as the "Cloverley Elementary School" with a civic address of 970 Shavington Street, North Vancouver, British Columbia and legally described as follows:

Parcel Identifier: 007-180-683,
Legal Description: Block 4 District Lot 272 Plan 18465

British Columbia Hydro and Power Authority ("BC Hydro") and BC Hydro has asked the Board to grant it a statutory right of way (the "Statutory Right of Way") to permit BC Hydro to construct and operate a structure for electrical distribution and transmission to be located on the Property.

The respective legal counsel representing both parties have reviewed and finalized the agreement.

As per Board Policy 805, a Bylaw will be required to grant a covenant and statutory right of way to be registered on title. Michael Chapman, Director, Facilities and Planning will respond to questions on this matter.

Attachment:

Cloverley Elementary School Electrical Distribution Right of Way Bylaw, 2026

RECOMMENDED MOTION:

That The Board of Education of School District No. 44 (North Vancouver) Cloverley Elementary School Electrical Distribution Right of Way Bylaw, 2026 be read a first time;

That The Board of Education of School District No. 44 (North Vancouver) Cloverley Elementary School Electrical Distribution Right of Way Bylaw, 2026 be read a second time;

That The Board of Education of School District No. 44 (North Vancouver) Cloverley Elementary School Electrical Distribution Right of Way Bylaw, 2026 be read a third time, passed, and adopted.

Procedural Note:(per section 68(4) of the *School Act*) the Board may not give a bylaw more than two readings at any one meeting unless the members of the Board who are present at the meeting unanimously agree to give the bylaw all three readings at that meeting.

**THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER)
CLOVERLEY ELEMENTARY SCHOOL ELECTRICAL DISTRIBUTION RIGHT OF WAY BYLAW, 2026**

WHEREAS a board of education may dispose of land or improvements under the authority of Section 96(5) of the *School Act* (British Columbia), subject to the Orders of the minister responsible under the *School Act* (British Columbia) (the “**Minister**”);

AND WHEREAS the *Interpretation Act* (British Columbia) defines the word “**dispose**” to mean to transfer by any method and includes, among other things, grant and charge;

AND WHEREAS the Minister issued Ministerial Order M193/08 (*Disposal of Land or Improvements Order*) effective September 3, 2008 requiring fee simple sales and leases of land or improvements for a term of ten (10) years or more to be specifically approved by the Minister, unless the transferee is an independent school, a francophone education authority or another board of education;

AND WHEREAS a disposal of land or improvements by way of a grant of a statutory right of way does not require approval from the Minister pursuant to Ministerial Order M193/08 (*Disposal of Land or Improvements Order*);

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

AND WHEREAS:

- (i) The Board of Education of School District No. 44 (North Vancouver) (the “**Board**”) is the owner of those certain lands and premises known as the “Cloverley Elementary School” with a civic address of 970 Shavington Street, North Vancouver, British Columbia and legally described as follows:

Parcel Identifier: 007-180-683,
Legal Description: Block 4 District Lot 272 Plan 18465
(the “**Property**”);

- (ii) the Capital Project Funding Agreement number 128120;
- (iii) the Board requires electrical distribution services for the Property from British Columbia Hydro and Power Authority (“**BC Hydro**”) and BC Hydro has asked the Board to grant it a statutory right of way (the “**Statutory Right of Way**”) to permit BC Hydro to construct and operate a structure for electrical distribution and transmission to be located on the Property approximately as shown on Schedule A attached hereto;
- (iv) the Board is satisfied that it would in the best interests of the Board to grant the Statutory Right of Way to BC Hydro and that the granting of the Statutory Right of Way will not interfere with the Board’s use of the Property; and
- (v) the Board has determined and hereby confirms that the granting of the Statutory Right of Way will neither conflict with nor detract from the regular or extracurricular program of

the school to be constructed on the Property or the current or future educational needs of School District No. 44 (North Vancouver).

NOW THEREFORE BE IT RESOLVED as a Bylaw of the Board that the Board enter into the Statutory Right of Way and grant the Statutory Right of Way in favour of BC Hydro in the form required by BC Hydro, subject to such amendments as the Secretary-Treasurer may, in his or her discretion, consider advisable, and register the Statutory Right of Way against title to the Property at the Land Title Office.

BE IT FURTHER RESOLVED as a Bylaw of the Board that the Secretary-Treasurer be and is hereby authorized, on behalf of the Board, to execute and deliver the Statutory Right of Way in such form and with such amendments thereto as the Secretary-Treasurer may, in his or her discretion, consider advisable, and the Secretary-Treasurer be and is hereby authorized, on behalf of the Board, to execute and deliver all related and ancillary documents required to complete the granting of the Statutory Right of Way in favour of BC Hydro on such terms and conditions as the Secretary-Treasurer may, in his or her discretion, consider advisable as witnessed by the signature of the Secretary-Treasurer.

This Bylaw may be cited as “School District No. 44 (North Vancouver) Cloverley Elementary School Electrical Distribution Right of Way Bylaw, 2026”.

Read a first time this 12th day of March, 2026.

Read a second time this 12th day of March, 2026.

Upon unanimous agreement of the Trustees of the Board in attendance, this Bylaw was read a third time on the 12th day of March, 2026, and finally passed and adopted this 12th day of March, 2026.

Corporate Seal

Chairperson of the Board

Secretary-Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 44 (North Vancouver) Cloverley Elementary School Electrical Distribution Right of Way Bylaw, 2026, adopted by the Board the 12th day of March, 2026.

Secretary-Treasurer

**Schedule .B.2..
of the
Administrative Memorandum**

Meeting Date: March 12, 2026 **Board** **Board, in camera**

Topic (as per the Memorandum): **Corporate Banking Services: Bankers and Signing Officers**

Narration:

Bank of Montreal – Resolution Regarding Bankers and Signing Officers

A resolution is required to update “Bankers and Signing Officers” for the Bank of Montreal because of changes in school district staff positions that hold signing authority.

Attachment:

Bank of Montreal – Resolution Regarding Bankers and Signing Officers

RECOMMENDED MOTION:

That the Bank of Montreal Resolution Regarding Bankers and Signing Officers as per Schedule B.2. be approved.

**Bank of Montreal – Resolution Regarding Bankers and Signing Officers
(For Municipal Corporation or School “Boards”)**

RESOLVED:

- (1) That the **Board of Education of School District No. 44 (North Vancouver)** (“the Corporation”) authorizes and approves any two of the following individuals to make, execute, endorse and deliver in the name of and behalf of the Corporation any and all agreements, arrangements, cheques, disbursements, contracts, documents, execution of deeds, transfers, assignments, statements of account, obligations, certificates and other instruments with BMO Bank of Montreal, BMO Commercial Bank or BMO Financial Group (collectively “Bank”).

ANY TWO OF THE SUPERINTENDENT, SECRETARY-TREASURER OR DIRECTOR OF FINANCIAL SERVICES:

PIUS RYAN
EMILY HUNER
EILEEN CHIN

SUPERINTENDENT
SECRETARY-TREASURER
DIRECTOR OF FINANCIAL SERVICES

- (2) That this resolution be communicated to the Bank and remain in force until written notice to the contrary shall have been given to the Manager for the time being of the branch of the Bank at which the account of the corporation is kept and receipt of such notice duly acknowledged in writing.

We certify that the above is a true copy of a resolution passed at a meeting of the Board of Education of School District No. 44 (North Vancouver) duly convened and regularly held in accordance with the law governing the said Corporation on the **12th** day of **March 2026**.

Emily Huner
Secretary-Treasurer

Antje Wilson
Chair, Board of Education

Schedule C...
of the
Administrative Memorandum

Meeting Date: March 12, 2026 **Board** **Board, in camera**

Topic (as per the Memorandum): **Future Meetings**

Narration:

Date and Time	Event	Location
Tuesday, April 14, 2026 at 6:30 p.m.	Public Board Meeting	Education Services Centre 2121 Lonsdale Avenue North Vancouver
Tuesday, May 19, 2026 at 6:30 p.m.	Public Board Meeting	Education Services Centre 2121 Lonsdale Avenue North Vancouver
Tuesday, June 16, 2026 at 6:30 p.m.	Public Board Meeting	Education Services Centre 2121 Lonsdale Avenue North Vancouver

All meetings will take place on the 5th floor in the Mountain View Room, unless otherwise noted.

Pedestrian Access: Main West Entrance at 2121 Lonsdale Avenue, proceed by elevator to 5th Floor.

Vehicle Access: Parkade Entrance off West 21st Street and Lonsdale Avenue, park on Level P1 and proceed by elevator to 5th floor.



Schedule D
of the
Administrative Memorandum

Meeting Date: March 12, 2026 **Board** **Board, in camera**

Topic (as per the Memorandum): **Public Question & Comment Period**

Narration:

At the end of the Public Board Meeting, members of the public attending the meeting have an opportunity to obtain clarification concerning the meeting's proceedings. Those who are attending virtually can complete the [Public Board Meeting Questions/Comments Form](#) online or call 604-998-5100 and leave a voice mail. Questions and comments will be accepted until one hour after the adjournment of the meeting. Questions and comments submitted via the online form or phone will be circulated to the Board of Education.

The Board of Education can respond to comments or ask staff to respond to comments made during the Public Question & Comment Period.

In accordance with Board policy, questions relating to personnel, negotiations or litigation must not be dealt with in a public session.

During the Public Question and Comment Period at the end of the meeting, speakers may not speak disrespectfully of any Board Member, staff member or any other person and must not use offensive words or gestures.