

# ATTACHMENT A



FROM THE OFFICE OF THE SECRETARY-TREASURER

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June 17, 2021

City of Nanaimo  
455 Wallace Street  
Nanaimo, BC, V9R 5J6

Attention: Jake Rudolph, CAO

Dear Mr. Rudolph,

**Re: School Site Acquisition Charge**

I am writing on behalf of Nanaimo Ladysmith Public Schools (“NLPS”) with respect to the institution of a school site acquisition charge (“SSAC”) pursuant to section 572 of the *Local Government Act* (the “LGA”). We have now completed our Long Range Facilities Plan (“LRFP”) and have determined the need for an SSAC to serve future students. I have attached a link to the [final document](#). Given the anticipated growth of the City of Nanaimo (the “City”) over the next decade based on the forecast of City, there will be up to 4,569 potential development units in the City. Based on our formula we are anticipating that those development units will produce 1,006 school age students in excess of what would be produced by the current housing stock. Given the District is largely at capacity in the areas of the City that it serves it will require additional capacity.

Currently, we have requested support from the Ministry of Education (“Ministry”) for additional capacity (expansion or new sites) for the areas around Pleasant Valley Elementary, Departure Bay, Chase River, Dover Bay and Bayview. In order to receive partial funding from the Ministry to support the purchase of additional land we require that a SSAC is in place.

We note that currently, we continue to be in discussions with our partners in other jurisdictions that we serve including the Regional District of Nanaimo, Town of Ladysmith, Gabriola Island, Cowichan Valley Regional District and the District of Lanzville. At this time we are only seeking the SSAC in the City and likely the District of Lanzville and therefore would expect any SSAC instituted by the City would be restricted for use of the purchase of land in the City.

The LGA requires that an SSAC, if in place, apply to developments that increase units by 4 doors or more. However, the District is requesting that the City use its discretion under section 561(6) of the LGA to institute the charge to developments over 2 doors, as this will ensure that small infill for single family dwelling (e.g. a housing type that is likely to produce school age children) is captured by the charge. At this point given our anticipated needs and subject to discussions and confirmation with the City, we anticipate that we will require approximately 16.4 hectares of land to support the additional students associated with new development which will require that the charge is instituted at the maximum allowable value per the chart below.

**School Site Acquisition Charge (SSAC) Rates - \$ per unit**

<b>Residential Density</b>	<b>Maximum \$ per Unit</b>
Low (<21 units per hectare)	\$1,000
Medium Low (21 - 50 units per hectare)	\$900
Medium (51 - 125 units per hectare)	\$800
Medium High (126 - 200 units per hectare)	\$700
High Density (>200 units per hectare)	\$600

We understand the complexity of the SSAC process and would like to express appreciation for City staff in our ongoing discussions. We would also be happy to present to Mayor and Council on the SSAC if that would be of assistance. We anticipate that our Board of Education will pass a resolution to seek to institute an SSAC by September with the hope that the charge can be in place to coincide with the timing of the Ministry of Education's determination in late fall or early winter on our capital plan.

Sincerely,



Mark Walsh  
Secretary-Treasurer

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Enc. Ministry of Education Area Standards