

Sample Letter to Local Government

To: Mayors and Regional District Chairs for each Local Government in School District ____

From: Chair, Board of School Trustees, School District ____

Re: School Site Acquisition Charge

As you are aware, the *Education Statutes Act* of 1998 amended both the *Municipal Act* and the *School Act* to provide for school site acquisition charges to pay for part of the cost of new school sites that are required as a result of new development. The Act requires that school boards and local governments work together on the development of these charges.

You will recall that in ____ I wrote to you asking that local government staff work with School Board staff to develop the information required for the setting of the charge. Based on that work, we met on ____ to discuss the basis for the proposed charge. At our meeting we agreed that:

1. The required estimates were reasonable.
2. It was fair to expect that the neighbourhood would require a new school site within the next 10 years.
3. Such an action was consistent with the Official Community Plan.
4. The board should finalize its proposal and take the matter to the required public meeting of a board.

We prepared the attached formal proposal on _____. The proposal was considered by the School Board at its _____ open public meeting, which Councillor _____ attended. At that time, the Board approved a resolution adopting the proposal and directing that it be sent to each local government in the district for its approval.

The proposal indicates the following:

1. It is estimated that there will be ____ new development units constructed in the school district over the next 10 years;
2. These ____ development units will be home to an estimated ____ school age children;
3. The School Board expects that ____ of these children will be accommodated in existing facilities. This will require the expansion of a number of facilities including ____; and,
4. The School Board expects that ____ new school site will be required as the result of this growth in the area. We anticipate that it will be in the neighbourhood of _____. According to Ministry of Education standards it will require ____ hectares of land. This site is expected to be purchased in ____ years and, at current land costs, the land will cost approximately \$_____.

Under the school sites acquisition legislation local governments have 60 days to either:

1. Pass a resolution accepting the school boards' resolution of proposed eligible schools site requirements for the school district, or
2. Respond in writing to the school board indicating that it does not accept the school boards proposed site requirements for the school district and indicating
 - Each proposed school site to which it objects, and
 - The reasons for the objection.

If no response is received within 60 days the legislation states that the local government will have been deemed to accept the proposal.

Please place this on council's agenda as soon as possible. Let me know if you have any questions about this proposal.