



PROTOCOL ON COOPERATION AND PARTNERSHIP

Between the
SCHOOL DISTRICT NO.62 (SOOKE)
and the
CITY OF COLWOOD

WHEREAS:

1. The School District NO. 62 (Sooke) Board of Education serves as the governing body responsible for overseeing the District's operations in alignment with the education priorities and legislation established by the Government of British Columbia.
2. The City of Colwood is the governing body of a municipality, with the authority to make decisions and act in accordance with legislation established by the Government of British Columbia.
3. The School District and the Municipality share a common interest in promoting the social, economic and environmental well-being of the communities they serve.
4. The School District and the Municipality share interests across several mandates, including but not limited to community planning, school site development, shared-use facilities, recreation, and the promotion of safe and healthy environments.

THEREFORE:

This Protocol represents a commitment by School District 62 (Sooke) and the Municipality to collaborate on matters of mutual interest in order to achieve meaningful benefits for the local community.

PRINCIPLES:

The following principles guide this Protocol and the actions that result from it:

- ❖ Mutual respect for each party's mandate, policies and areas of jurisdiction;
- ❖ This Protocol does not fetter the mandates and responsibilities of either party.

GENERAL OBJECTIVES:

The School District and the City of Colwood share the following mutual objectives:

1. To promote the interests of both the School District and the City of Colwood within the broader provincial context;
2. To discuss legislative and regulatory matters that reflect the interests of their respective communities;
3. To provide advance notice of any actions, policies or regulations within the School District or the City of Colwood that may impact the interests of the other party.

Where possible, both parties will collaborate on joint initiatives that address the community needs as represented by each entity.

IMPLEMENTATION:

The School District and the City of Colwood agree to the following meeting framework as presented:

Annual: A joint meeting of the Board of Education and Council, the agenda for the meeting will be set by, and co-chaired by the Board Chairperson and the Mayor and supported by working group members.

Semi-Annual: A meeting between the Mayor and Board Chair. The agenda will be co-chaired by the Board Chairperson and Mayor and be set by Superintendent/Chief Executive Officer and/or Secretary Treasurer and Chief Administrative Officer.

Quarterly: Meeting between administrative staff, namely the Superintendent/Chief Executive Officer and/or Secretary Treasurer and Chief Administrative Officer. The agenda will be jointly developed.

Ad hoc meetings: to address emerging issues or opportunities may be called as needed.

TERM:

The Parties may agree to amend or terminate this Protocol at any time. The term of this Protocol shall be four years from the date of signing unless otherwise amended.

COMMITMENT:

In witness of this Agreement the parties have executed this Protocol on Cooperation and Partnerships on Oct 21, 2025.

SIGNED on behalf of School District No. 62 (Sooke) by:

Signed on behalf of the City of Colwood by:

Amanda Dowdy, Board Chairperson

Doug Kobayashi, Mayor