

REGULAR MEETING ----- March 9, 2020

Minutes of the Regular Meeting of the Board of Education of the Chinook School Division No. 211 held on Monday, March 9, 2020 at 3:00 p.m. in the Chinook Education Centre.

PRESENT: Kimberly Pridmore
Katelyn Toney
Shane Andrus
Allan Bridal
Larry Caswell
Gwen Humphrey
Susan Mouland
Tim Ramage
Tim Weinbender

Kyle McIntyre – Director of Education
Rod Quintin – Chief Financial Officer
Joanne Booth – Communications Coordinator
JackieWiebe – Executive Assistant

REGRETS: Dianne Hahn

GUESTS: **Sidney Street School: “First Nations Dancing”**
Principal: Rob Stewart
Students: Aryl Hysuik, Paislee Wakelam, and Kace Wasilow

Staff Presentations:
Val Gordon, Athletic Coordinator
Steve Michaluk, Superintendent of Schools

The meeting was called to order at 3:00 p.m. by Chair Kimberly Pridmore

AGENDA 026/20 Toney THAT the Agenda be approved as circulated and revised.

CARRIED

MINUTES 027/20 Humphrey THAT the Minutes of the Regular Meeting of February 10, 2020, be approved, as presented.

CARRIED

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CONSENT 028/20 Ramage THAT the Consent Agenda Items be approved.
ITEMS

CARRIED

Val Gordon, Athletic Coordinator, presented the Athletics Status Report.

ATHLETIC 029/20 Weinbender THAT the Athletics Status Report be received.
REPORT

CARRIED

Steve Michaluk, Superintendent of Schools, presented the Hutterian Status Report.

HUTTERIAN 030/20 Caswell THAT the Hutterian Status Report be received.
REPORT

CARRIED

CLOSED 031/20 Mouland THAT the Board of Education recess the meeting to go into Closed
Session.

CARRIED

RISE 032/20 Andrus THAT the Board of Education rise and report.

CARRIED

HR 033/20 Mouland THAT the Employee Contracts be ratified as contained in the
REPORT Human Resources Report dated March 9, 2020.

CARRIED

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NATIONAL 034/20 Toney
CONGRESS
SCC

THAT the Chinook Board of Education will support attendance at the National Congress on Rural Education in Saskatoon on March 29 & 30, 2020 for School Community Council members, as attached.

CARRIED

EMERGENT 035/20 Ramage
FUNDING

THAT the Chinook Board of Education approves the submission of the Emergent Funding Program Application Forms to the Ministry of Education, as attached.

CARRIED

CAPITAL 036/20 Weinbender
PROJECT
FUNDING

THAT the Chinook Board of Education approves the submission of the Application for Major Capital Project Funding to the Ministry of Education, as attached.

CARRIED

ADJOURN 037/20 Caswell

THAT we do now adjourn.

CARRIED

Board Chair

CFO

SCC Applicants: National Congress on Rural Education

1. Ashley Nash: Sidney Street SCC
2. Sabrina Empey: Fairview SCC
3. Nathan Freeman: Shaunavon Public SCC
4. Erin Hughes: Tompkins SCC



Emergent Funding Program Application Form

This form is to be submitted to the Ministry of Education and all fields must be completed with required documentation attached to be considered under the Emergent Funding Program. Financial information pertaining to Preventative Maintenance and Renewal (PMR) funding and school division reserves may be requested upon receipt of the application form.

Date: March 3, 2020

Name of School Division: Chinook School Division No. 211

Name of School: Swift Current Comprehensive School

Total Enrolment in September, 2019 ; 1020

Grade Structure: 9-12

Has an insurance claim been made to address the emergent issue? yes
 no

Has the board of education/conseil scolaire authorized this application? yes
 no

Date of next board meeting: March 9, 2020

Does the board of education/conseil scolaire have existing capital reserves included in accumulated surplus and/or deferred revenue? yes
 no

If yes, have any of the reserves been targeted for capital projects? yes
 no

Please include details of existing capital reserves on page 4 and board motion(s) approving the use of capital reserves for capital projects.

Describe the emergent issue(s): Include information such as the date of occurrence, circumstances of the structural failure, witnesses, injuries and if any immediate action was taken.

Amosite asbestos is found in the insulation at the underside of the boiler room ceiling. The area is approximately 8,425 sq or 782m². The amosite is a high risk product that is easily friable and dangerous to work around. It makes upgrades and repairs problematic as the material has to be abated at a cost of \$100 per square foot to perform task.

In some jurisdictions this material is legislated to be removed and likely coming to Saskatchewan. The asbestos poses a threat to staff who are required to work adjacent to it.

Our main electrical service is 50+ years old and is past its life cycle. If the electrical main goes down the school is unable to function. Parts to repair are obsolete and not easily able to acquire.

No upgrades can be done until the amosite asbestos is removed.

Details of the recommended solution: Include reasons for the recommended solution and source of opinions sought.

The asbestos will have to be abated in order for the School Division to upgrade essential services in this space. This work would include removal of abandoned duct work, piping and equipment in order to access asbestos on the ceiling. All piping duct work and equipment will have to be cleaned as it is a high probability that dust on all surfaces contains asbestos as random test results show.

We have hired 1080 Architecture and Planning with a team of consultants specializing in Mechanical Electrical and Hazardous materials to assess the school. The consultants have created a 4 year plan to replace essential and upgrade essential mechanical, electrical and life safety equipment.

Estimated Construction Cost of Project: \$1,102,000.00

Source of Estimate: 1080 Architecture and Planning Ltd.

Timelines and scope of work to be completed:

We would like to have asbestos in boiler room removed this summer of 2020 and be completed by September prior to school returning and HVAC equipment needing to be operated. This project might have to spill into next summer depending on the capabilities of the abatement contractor.

We will have to tender in March 2020 with a start date in June of 2020.

Describe any impacts of construction: Include disturbances to classrooms, students, staff and instruction.

There should be little disturbance to the main part of the school other than no maintenance work on equipment can be done during the summer. We would be unable to run HVAC equipment which will have an effect on user groups in the school over the summer.

Describe severity of problem and risk if not completed: Include impacts in terms of health and safety and all negative impacts on the school and surrounding community.

The amosite asbestos poses a health risk to staff and contractors working adjacent to it. No repairs can be done to equipment in the mechanical room unless the asbestos is abated first.

_____	Rod Quintin	March 9, 2020
Signature of Chief Financial Officer	Name (Printed)	Date
_____	Kim Pridmore	March 9, 2020
Signature of Board Chair	Name (Printed)	Date

Capital Reserves (if applicable)

	Balance	Committed*	Net Balance as of _____**
Deferred Revenues			
Federal tuition fees			
Proceeds from sale of schools			
Ministry of Education capital transfers			
Accumulated Surplus			
Sec 286 pre-April 2009 capital reserve			

* Please attach a description and the board motion(s) approving the use of this balance.

** Please provide the date.

Required Attachments

- Engineering reports with recommendations.
- If applicable, board motion(s) approving the use of capital reserves for capital projects.

Submit completed forms with all attachments to:

Ministry of Education
Infrastructure Branch
4th Floor, 2220 College Avenue
REGINA SK S4P 4V9
or Fax to: (306) 798-5042

For further information, email EDInfrastructure@gov.sk.ca or call 306-787-1156

2021-22

Application for Major Capital Project Funding

- *Applications which are not fully completed will not be reviewed.*
- *Applications must be completed and submitted **each year** for capital projects even if they have been submitted in previous years. The applications require updated and current information.*

Note: Projects eligible for major capital funding are those requiring significant planning and resources to facilitate the construction of a new school, school addition or a major school renovation.

Deadline for application submission is February 28, 2020.

Date:	February 28, 2020
School Division:	Chinook School Division #211
School(s):	Swift Current Comprehensive High School
Project Title:	Multi-year Rehabilitation of Mechanical and Electrical Systems
School Division Priority:	<input checked="" type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd

Project Type:

Addition / Renovation
 New School
 Replacement School

Project Description:

Provide a detailed description of the proposed project scope. Define the issue(s) and how the proposed project will resolve the issue(s).

Please describe any plans or consultations that have occurred prior to this submission.

*****Attach consultant reports or preliminary plans for the project if available.*****

Swift Current Comprehensive High School (SCCHS) was opened in 1969. The building size of 28,300 M² is the largest single school facility within Chinook and is one of the largest school facilities in Saskatchewan. It is the primary high school for students in Swift Current and the immediately surrounding communities.

Regular maintenance on critical components is ongoing, primarily through use of PMR program funds. The original heating plant was replaced in the early 90's and is now at the end of its useful life. Ventilation and AC systems are original to the building with only minor maintenance upgrades. These systems are at the end of their useful life and are not energy efficient. In November 2019 a hotspot in the main electrical panel provided a warning that electrical infrastructure is also in need of replacement.

In the spring of 2019 Chinook engaged the services of 1080 Architecture to complete an assessment of the mechanical and electrical systems. The study also compiled data and risk factors related to the presence of asbestos in various locations throughout the building. The assessment along with preliminary costs estimates for remediation is included with this application. Early in this winter Chinook requested 1080 develop a multi-year plan to phase in a complete rehabilitation of mechanical and electrical systems throughout the building. The four year concept plan proposed to commence in 2021 is included with this submission. Timing is dependent on the successful removal of Asbestos Containing Material from the underside of the ceiling in the boiler/mechanical room during the summer of 2020. A separate application for emergent funding for this purpose will be submitted in March 2020.

The scope of the proposed work has an estimated total budget cost in the range of \$20 Million. The magnitude of work is such that it will require upgrades to the facility to meet current fire and building codes. In anticipation, Chinook has already initiated conversation with representatives of the City of Swift Current in charge of fire and building safety. Both parties are committed to work together to ensure cost effectiveness while addressing all reasonable risks.

The conversion of ventilation and AC distribution to a displacement ventilation configuration will result in an estimated 10 year payback (based on current rates) of the capital cost, to be achieved through reduced energy consumption costs. Electrical upgrades such as variable frequency drives and LED lighting will further reduce electrical demand and consumption charges. Overall, the rehabilitation of these critical systems will extend the useful life of the building another estimated 30 to 40 years.

Risk and Options Analysis:

Describe the risks to facility occupants, surrounding schools and community if the project does not receive approval. Include any risk mitigation strategies that would be employed to mitigate that risk.

Describe alternative options and plans that the school division has considered if the project does not receive immediate funding support.

Critical system failure will result in closure of the school until repairs can be completed. The lack of available replacement parts to repair aging electrical switchgear is of growing concern. In the event of a system failure, the enrolment of 950 to 1000 students cannot be relocated to other schools within Swift Current as they are all currently occupied at 80% or higher utilization.

Schools in near outlying communities (Success, Wymark and Waldeck) have some limited capacity to accept more students but they do not offer high school programming.

Proactive maintenance of existing systems is the main risk mitigation strategy currently being employed. This is complicated by the lack of expertise to maintain pneumatic controls and no availability of replacement electrical switchgear components.

A delay in funding will result in continuation of the current strategy to maintain existing systems as much as possible. This will result in the continuation of additional spending on energy to power inefficient systems.

While the risk of critical system failure is not imminent, it grows with each passing year. The sheer size of the facility and enrolment amplifies the risk that chinook will not be able to provide service to nearly 20% of the Chinook student body.

Health and Safety:

Major capital applications are evaluated based on current or potential risks to the health and safety of students and staff. Health and safety issues pertaining to the following will be evaluated: site, foundation, floors, walls, roofs, air quality, fire protection, mechanical, electrical and access/egress.

Describe the specific health and safety issues which impact students and staff.

***** Health and safety conditions will only be considered and evaluated with corroboration of a third party report prepared by a certified professional. If no report is submitted or the information does not support your health and safety concerns, the project will not receive any recognition for health and safety.*****

The number one health and safety risk relates to the presence of highly friable ACM in the boiler room area. It is anticipated this will be remediated with the proposed emergent funded project in 2020. Other ACM within the building can be remediated on an "as needed" basis when required.

The lack of sprinklers in most of the building is identified as a major safety concern of the local authority (City of S.C.). Egress distances do not meet current code and the risk is amplified by the lack of a sprinkler system.

Air quality is sufficient but the delivery method is energy inefficient. There is considerable background noise in all areas of the facility due to the use of a "turbulence mixing model" of air circulation. Use of displacement ventilation will increase air quality where it is needed and reduce utility input costs.

The aging electrical infrastructure is a hidden risk that is of growing concern. This was proven by the discovery in the fall of 2019 of one leg in the main junction box having a temperature 100C higher than the other two legs. The main switch gear and distribution systems are getting nearer to failure with each passing year.

Fifty years of service is all that can be reasonably expected of these critical systems and we are now in year 51. By the time we propose the work will be completed the facility will be 56 years of age. Each passing year incrementally increases the risk for Chinook and students. The size of the enrolment and school makes alternate arrangements within existing infrastructure unattainable.

Joint-Use Projects:

Joint-Use Projects are partnerships between two school divisions where two schools are built jointly with the intent to share facility space.

Please describe the proposed joint-use partnership details including:

- Schools and school divisions involved;
- Areas of the school to be shared in a joint-use arrangement; and
- Estimated percentage area of joint-use shared space.

****Proposed joint-use partnerships must be supported with an attached Memorandum of Understanding (MOU) and signed by all participating school divisions. If an MOU is not attached, the project will not receive recognition as a joint-use project.**

SCCHS is a Regional High School with enrolments coming from nine feeder schools.

Functionality / Contribution to Program:

Describe any programming concerns or deficiencies that would be addressed by this project. (e.g. Program – space requirements for special needs children, vulnerable students and specialized programming; Functional – culturally appropriate spaces, poor physical layout, inefficient design that limits operational usefulness or efficiency).

SCCHS is the main school providing high school programming in Swift Current. There is a full range of programs available to students but they can only be delivered if the school is operational.

Contribution to Community:

Describe how the project will impact or benefit the local community and/or region.

**** For community partnerships attach any related community group letters of support.**

SCCHS is the primary provider of High School programming for approximately 20% of the Chinook student population.

Site Readiness:

If applicable, describe steps your school division has taken to select and secure a potential site for the project. Please describe the location, ownership status and the current state of negotiations with the town, city or rural municipalities.

****Attach any related documentation (i.e. letters, agreements, etc) demonstrating the status of site readiness.**

No further action on site readiness is required.

Required Documentation

Please ensure the following attachments are included in your application to ensure that your project is evaluated in the following categories if applicable.

Health and Safety - Third party report prepared by a certified professional.

Joint-Use School – Memorandum of Understanding (MOU) signed by all participating school divisions or any other participating partners.

Enrolments – Six-year projections must be filled out in the appendix for all schools participating in the proposed project.

If applicable, please also include (if available):

Any additional consultant reports, information or plans.

Community group letters of support.

Letters or agreements demonstrating site readiness for the project.

We the undersigned are hereby designated as authorized representatives to sign on behalf of the respective board of education.



(Signature of SD Signing Officer)

CFO

(Position)

FEB 28/2020

(Date)

Submit the completed application by email to EDInfrastructure@gov.sk.ca and colin.levesque@gov.sk.ca

For information, please contact Kevin Filteau, Director, Capital Projects by email at kevin.filteau@gov.sk.ca or phone at 639-590-5670.

Appendix School Enrolment Projections

Important Notes:

- **All columns MUST be completed for the application to be considered.**
- **Please ensure tables are filled out for each school included in the project.**

School #1: **SCCHS**

Grade	Current year Enrolment	2020-21	2021-22	2022-23	2023-24	2024-25	2026-27
PreK							
K							
1							
2							
3							
4							
5							
6							
7							
8							
9	222	181	241	238	232	240	252
10	305	226	181	241	238	232	240
11	241	301	226	181	241	238	232
12	252	240	301	226	181	241	238

School #2: _____

Grade	Current year Enrolment	2020-21	2021-22	2022-23	2023-24	2024-25	2026-27
PreK							
K							
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							

Appendix School Enrolment Projections (cont'd)

School #3: _____

Grade	Current year Enrolment	2020-21	2021-22	2022-23	2023-24	2024-25	2026-27
PreK							
K							
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							

School #4: _____

Grade	Current year Enrolment	2020-21	2021-22	2022-23	2023-24	2024-25	2026-27
PreK							
K							
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							