



FACILITIES PLANNING

BACKGROUND

In order to preserve and improve the condition of schools and other facilities, the School Division undertakes an annual facility capital planning process.

PROCEDURES

Major capital projects are projects that would require significant planning and resources to achieve the addition/renovation of space to a facility or to facilitate the construction of a new facility or a major renovation. The top three major capital projects are approved annually by the Board and then submitted to the Ministry of Education. These projects are individually reviewed, approved and funded by the Ministry of Education based on available funding of the Ministry and the following criteria: health and safety, efficiency and facility condition.

1. Preventive Maintenance and Renewal (PMR) projects prioritized in a three year PMR Plan that is updated annually, approved by the Board and submitted to the Ministry of Education. These projects are funded with the PMR grants as provided by the Ministry of Education. PMR funding must be used to ensure: major building components are maintained, repaired or replaced based on lifecycle expectancy; components are upgraded or replaced to improve energy conservation and efficiency that will result in cost savings; facilities meet all regulatory requirements; facilities meet access requirements and intensive support needs; and educational areas meet program requirements.
2. Relocatable classroom addition requests that are provided to the Ministry of Education are first approved by the Board. Relocatables are designed to address immediate needs for additional classrooms space to accommodate increases in enrolment. The Ministry of Education prioritizes the requests from school divisions and communities receiving relocatable classrooms are selected based on projected enrolments, starting with the highest utilized schools.
3. Emergent funding program of the Ministry of Education is designed to address emergent infrastructure needs. The program is intended as a last resort for school divisions where insurance payments, PMR funds and existing reserves are no longer available to address the costs of emergent projects. Emergent funding requests are first approved by the Board and then provided to the Ministry of Education for funding consideration.

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