

Sept. 9, 2024

Town of Wasaga Beach
30 Lewis Street,
Wasaga Beach, ON
L9Z 1A1

Via Email: mayor@wasagabeach.com

Dear Mayor Smith,

On July 8, 2024, the Ministry of Education launched the 2024-25 Capital Priorities Program. This is the mechanism for publicly funded school boards in Ontario to apply to the Ministry for funding to construct capital projects such as new schools, replacement schools and additions. As in past cycles, the Ministry requires that boards adhere to specific criteria when developing their business cases. The proposals must address current accommodation needs related to accommodation pressures and facility conditions, while also ensuring viable utilization and a positive investment return. Building on last year's focus and submissions, the Ministry continues to focus on finding solutions to speed up the construction of new schools, reduce approval requirements, and create greater transparency and accountability. Boards again are being encouraged to submit 'shovel-ready' projects that can be built quickly.

On Aug. 28, 2024, the Simcoe County District School Board (SCDSB) approved a prioritized list of the board's most urgent capital projects (see enclosed report) for the Ministry's consideration. These 11 projects and their associated business cases will be submitted to the Ministry of Education by Sept. 16, 2024. What these projects all have in common is that they are on sites already owned, or will be in the immediate future, are noticeably justifiable from a need's perspective, and are approaching design completion. In some cases, pre-consultation with municipal staff has already occurred and we are advancing our site plan and building permit applications accordingly. The board considers these 'shovel-ready' and would be able to proceed immediately upon a Ministry of Education approval. The project submitted to the Ministry that is in your municipality is:

- New Wasaga Beach secondary school

One of the major factors that impacts the timelines of project completion, and that are largely out of the SCDSB's control, are municipal approvals (site plan, building permit, etc.). As a result, we are respectfully requesting that you and your staff consider a commitment to expedite and/or prioritize the noted project if Ministry approvals are received. We strongly feel that a letter of support from you, for the project itself and a commitment to expediency, will demonstrate to the province that we are collectively well prepared and determined to achieve a quick and timely path to project completion. This may also assist and enhance the chances of approval of the project.

While there are no guarantees that the Ministry of Education will approve any of the submitted priorities, the SCDSB wants to ensure that we are in the best possible position in the event an approval is granted. Due to the overwhelming accommodation pressures within the jurisdiction, it is essential to get these facilities up and running to help support growth as fast as possible.

If you are willing to provide a letter of support, please email a copy to Corry Van Nispen, Superintendent of Business and Facility Services (cvannispen@scdsb.on.ca), at your earliest convenience. Any correspondence received will be promptly submitted to Ministry staff for inclusion in our submission packages. I sincerely appreciate your time and consideration and if you have any questions or suggestions, please feel free to contact me.

Sincerely,



Jodi Lloyd, Chairperson
Simcoe County District School Board

c: Mike Foley, Trustee Collingwood/Wasaga Beach
John Dance, Director of Education
Corry Van Nispen, Superintendent of Business and Facility Services

encl: Report No. D-5-d, Capital Priorities Program 2024-25

TO: The Chairperson and Members of the
Simcoe County District School Board

FROM: Superintendent of Business and Facility Services

SUBJECT: **CAPITAL PRIORITIES PROGRAM 2024-25**

1. **Background**

On July 8, 2024, the Ministry of Education released Memorandum 2024: B11, Launch of 2024-25 Capital Priorities Program (APPENDIX A). A summary of the 2024-25 Capital Priorities Program is as follows:

- the submission deadline for all capital funding requests is Sept. 16, 2024;
- school boards are asked to submit detailed project proposals to address current accommodation needs related to:
 - accommodation pressures;
 - school consolidation;
 - facility condition; and,
 - access to French language schools.
- provide high level summary information on future, longer term growth needs related to the Housing Supply Action Plan municipal growth plans;
- provide a priority ranking for the proposals;
- school boards have an opportunity to request Child Care Capital funding for childcare projects associated with a larger capital priorities project;
- the detailed project submissions will need to include fully completed business cases that identify a utilization equal to or greater than 100 per cent (including areas schools) in the fifth year after the proposed school opening date, provide a positive investment return (Net Present Value greater than \$0), or identify students that do not have access to a French language school;
- projects are expected to include a completion date with a clear and detailed schedule for milestones and deliverables; and,
- school boards are encouraged to identify opportunities to work together on joint-use project submissions.

The Ministry of Education has continued to focus on the new project readiness assessment and design standardization. For the project readiness assessment, boards are to provide a summary of key project milestones. The ministry is requesting detailed information regarding site identification, design plans, project timelines, and cost estimates. Priority will be given to projects that are best positioned to be completed in a timely manner. Submissions will require details regarding sites planned or acquired, design plans with cost estimates, and a clear schedule with project milestones indicating a path to project completion.

On Feb. 22, 2023, the Simcoe County District School Board (SCDSB) approved the 2023-24 Accommodation Plan. In this, staff proposed a variety of projects deemed urgent to be considered for capital priority submissions at the appropriate time. On Aug. 14, 2023, the Ministry of Education launched the 2023-24 Capital Priorities Program and on Sept. 27, 2023, the Board approved the following prioritized projects to be submitted:

Proposed Capital Priorities			
Priority	School Name	Project Type	OTG
1	New Angus elementary school	Growth Accommodation	593
2	New Barrie SE elementary #1 (Dean Ave.)	Growth Accommodation	593-645
3	New Alcona elementary school	Growth Accommodation	602
4	Nantyr Shores SS	Growth Accommodation Addition	378
5	Warnica PS	Growth Accommodation Replacement School	510-648
6	Emma King PS	Growth Accommodation Addition	167
7	New Tottenham elementary school	Growth Accommodation	412
8	Ardagh Bluffs PS	Growth Accommodation Addition	138
9	Baxter Central PS	Growth Accommodation Addition	141
10	New Stayner elementary school	Growth Accommodation	380-420
11	Nottawa ES	Growth Accommodation Addition	144
12	New Wasaga Beach secondary school	Growth Accommodation	1000-1200
13	New Barrie SE elementary #2 (Hewitt's)	Growth Accommodation	593

OTG = On-the-ground Ministry rated capacity.

In March 2024, the SCDSB was notified by the Ministry of Education that priorities one to four (Angus elementary school, Barrie Southeast #1 elementary school, Alcona elementary school and Nantyr Shores Secondary School addition) had been approved.

2. Current

Upon release of the criteria for the 2024-25 Ministry capital priorities program, staff reassessed the board's needs and readiness of potential projects. After reexamining enrolment trends, development data, and cross-referencing the board's draft Education Development Charge Background Study, no significant changes in accommodation needs were discovered, however, additional projects are candidates for this round of submissions. Similar to the last submission, staff are recommending priorities that are considered urgently needed, but also shovel ready, or will be in a reasonable amount of time. A continued emphasis on site ownership, the ability to quickly design and cost the project, and having clear timelines, and construction milestones is recommended. Like the last cycle, there are no limits to the number of business cases boards may submit. Due to the overwhelming number of accommodation needs of the SCDSB, the necessity to balance these needs against staff's ability to provide robust business cases, engage architects and other consultants, and provide detailed costing and project planning for multiple projects in condensed timelines must be considered. Considering the aforementioned, the prioritized projects, staff recommend being submitted to the Ministry of Education are illustrated in the table (FIGURE 1) on the next page. Note that the proposed capacity of these projects will be refined pending Board approval and

subsequent finalization with the board's architects and consultants. The board is also currently assessing the feasibility of the inclusion of childcare requests within Simcoe County. A more detailed illustration of these recommended priorities and the remaining projects that were included in the 2023-24 Accommodation Plan and how they compare with the Ministry criteria can be found in APPENDIX B.

Data, projections, and reference materials supporting these projects can be found at:

[2023-24 Accommodation Plan](#) – Sections 1 and 2

[2023 Education Development Charge Draft Background Study](#) – Forms A, B, C, D, E, F

FIGURE 1

Proposed Capital Priorities			
Priority	School Name	Project Type	OTG
1	Warnica PS	Growth Accommodation Replacement School	600
2	New Wasaga Beach secondary school	Growth Accommodation	1070
3	New Tottenham elementary school	Growth Accommodation	412
4	New Stayner elementary school	Growth Accommodation	403
5	New Bradford secondary school	Growth Accommodation	1,134
6	Emma King PS	Growth Accommodation Addition	167pp addition 576 OTG
7	Ardagh Bluffs PS	Growth Accommodation Addition	138 pp addition 714 OTG
8	Baxter Central PS	Growth Accommodation Addition	141 pp addition 504 OTG
9	Nottawa ES	Growth Accommodation Addition	207 pp addition 412 OTG
10	New Barrie SE elementary #2 (Hewitt's)	Growth Accommodation	593
11	Huronian Centennial ES addition	Growth Accommodation Addition	164 pp addition 576 OTG

OTG = On-the-ground Ministry rated capacity.

3. **Conclusion**

Accommodation planning and the Ministry's Capital Priorities Program processes continuously evolve and require flexibility in order to adapt to Provincial and Ministry of Education initiatives and the ever-changing environment in the County of Simcoe. Staff are recommending the submission of business cases for the capital priorities as set out in this report to best meet the accommodation needs of the SCDSB while also balancing staff's ability to build fulsome and complete business cases that meet ministry criteria.

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Note that staff will continue with site acquisition urgency and design activities after this capital cycle for any priorities not approved by the ministry and for those not submitted so that the SCDSB will be in a prominent position when the next call for submissions is announced.

RECOMMENDATION

That the Board approve the capital priority list and direct staff to submit the necessary project submissions to the Ministry of Education by Sept. 16, 2024, as set out in Report No. D-x-x, Capital Priorities Program 2024-25, dated Aug. 28, 2024.

Respectfully submitted by:

Corry Van Nispen
Superintendent of Business and Facility Services

Approved for submission by:

John Dance
Director of Education

Aug. 28, 2024

**Launch of 2024-25
Capital Priorities Program**

Pages 1 to 7

Ministry of Education

Ministère de l'Éducation



Capital and Business Support
Division

Division du soutien aux immobilisations
et aux affaires

315 Front Street West
15th Floor
Toronto ON M7A 0B8

315, rue Front ouest
15e étage
Toronto (ON) M7A 0B8

2024: B11

Date: July 8, 2024

Memorandum to: Directors of Education
Children's Service Leads, Consolidated Municipal Service
Managers (CMSMs) and District Social Services Administration
Boards (DSSABs)
Secretary/Treasurers of School Authorities

From: Didem Proulx
Assistant Deputy Minister
Capital and Business Support Division

Subject: **Launch of 2024-25 Capital Priorities Program**

The Ministry of Education is pleased to invite school boards to submit proposals for consideration through the 2024-25 Capital Priorities Program. As you know, the Capital Priorities Program provides funding to address boards' highest priority capital needs. With Ontario's population increasing steadily, the government plans to build on the momentum of its \$1.3 billion investment in Capital Priorities in 2023-24 to focus on shovel-ready projects that will continue to help meet the needs of growing communities.

The ministry has been working closely with school boards, municipalities and other key partners to transform the education capital system to build modern schools faster, better utilize school capacity and enhance accountability and transparency.

Projects selected for Capital Priorities funding in 2024-25 will reflect these priorities by having a

demonstrated need, either to meet an accommodation pressure, improve the condition of a school, provide access to French-language rights holders or create new licensed child care spaces. Further, proposals will also be assessed in part based on their readiness and use of standardized design.

2024-25 Capital Priorities Program Submissions – At a Glance

- The deadline for all capital funding submissions is **September 16, 2024**. No submission will be accepted after this date. Funding announcements will be made in Spring 2025.
- Business Case templates, Program Guidelines, Design Catalogue and other supporting material are available for download from the SharePoint site shared in the email to the school board.
- School boards will submit proposals through the Capital and Business Support Division SharePoint site.
- For the 2024-25 Capital Priorities program, school boards are asked to:
 - Submit detailed project proposals to address **current** accommodation needs related to:
 - Accommodation Pressures
 - School Consolidation
 - Facility Condition, and
 - Access to French Language schools.
 - Provide high level summary information on future, long term projections. The information should be linked to municipal growth plans.
 - Provide a priority ranking for the proposals.
- School boards have an opportunity to request Child Care Capital funding for child care projects associated with a larger Capital Priorities project.
- Detailed project submissions to address accommodation needs must include fully completed business cases that identify a utilization equal to or greater than 100% (including area schools) in the fifth year after the proposed school opening date, provide a positive investment return (Net Present Value greater than \$0), or identify students who do not have access to a French Language school. Projects are also expected to include a completion date with a clear, detailed schedule for milestones and deliverables. At minimum, projects should include at minimum Class D cost estimates and schematic designs. Boards are restricted from including any cost escalation in their estimations.
- School boards are encouraged to identify opportunities to work together on joint-use project submissions.

NEEDS ASSESSMENT

As with previous years, project submissions must demonstrate a critical and urgent pupil accommodation need in order to be considered for funding approval. These pupil accommodation needs may include accommodation pressures, replacement schools and French language access. In addition to addressing pupil accommodation needs, projects may also include the creation of new licensed child care spaces.

URBAN AND INNOVATIVE SCHOOLS

The ministry recognizes that intensification in high density urban areas poses unique challenges. Finding suitable land for the construction of a school is challenging and expensive. As residential development is expected to continue to be high in urban areas, school boards may not be able to construct schools according to the traditional model. The ministry encourages school boards to pursue opportunities to explore new, innovative ways to build schools – such as vertical schools and podium schools. The ministry looks forward to working with you on advancing these and numerous other initiatives that are part of the ministry’s ambitious capital agenda to ensure funding, programs and supports continue to meet the needs of students and school boards across the province.

PROJECT READINESS ASSESSMENT

School boards are asked provide evidence of project readiness. Priority will be given to projects that are best positioned to be completed in a timely manner. Submissions will require details regarding sites planned or acquired, design plans with cost estimates, and a clear schedule with project milestones indicating a path to project completion.

DESIGN STANDARDIZATION

The ministry recognizes the importance of ensuring that school board capital assets are used effectively and efficiently to support the needs of growing communities.

Design standardization presents opportunities to help save time and money by accelerating the design and approvals processes.

Consistent with the last round of Capital Priorities, school boards must submit a design either from the EDU Design Catalogue or another repeat design. Where a standardized design is not possible, the school board may be permitted to submit a new design. For further details on design submissions and applicable criteria, please refer to the “Project Submissions” section below.

BOARD PERFORMANCE ASSESSMENT

As part of the Capital Priorities evaluation process, school boards will be assessed on their past performance in delivering capital projects, including the following:

- Adherence to project timelines
- Time to completion
- Cost overages
- Existing inventory of active projects
- Adherence to space benchmarks
- Capital Accountability Framework compliance

PROJECT COMMITMENTS

Successful projects will result in a Project Commitment that will include a clear schedule, budget and scope of the project as submitted by the school board and agreed upon by the ministry. The Project Commitment will establish ministry expectations for successful project delivery.

School boards will be responsible and accountable for implementing appropriate measures to ensure that projects are completed within the schedule, budget and scope established in the Project Commitment.

The ministry will meet with school boards to review project progress reports on a regularly scheduled basis to monitor the progress of approved projects.

PROJECT SUBMISSIONS

Submission templates, guidelines and design catalogue can be downloaded from the Capital and Business Support Division SharePoint site.

School boards will submit proposals through the SharePoint site to be considered for funding approval. A complete submission will include the following:

- 1) Business Case - Part A (Excel Template) will include:
 - a. Project Information
 - b. Closest Facilities
 - c. Space Template
 - d. Enrolment Projections
 - e. Child Care Joint Submission (If Applicable)
 - f. Child Care Space Template (If Applicable)
 - g. Cost Estimates
 - Boards are restricted from including cost escalation in their calculations.
 - At minimum, projects should include at minimum Class D cost estimates.
 - Cost estimation documentation must be submitted with the proposal.
 - h. Design Info
 - i. Submission Check

- 2) Business Case - Part B (Written Report) will include:
 - a. A written description of the project, including detailed information on the rationale,

proposed scope of work and demonstration of why alternative options are not feasible.

- b. Evidence and details on how site identification and design plans and cost estimates were derived. Identify the Land Priorities funding needed. This does not mean Land Priorities funding will be provided automatically. Requests for Land Priorities funding will be assessed against current inventory of surplus property.
 - c. Detailed information on costing estimates and assumptions made.
 - d. Detailed project plan that includes timelines for key project milestones.
 - e. Details on the submitted design including when the design was last used, associated costs and supporting documentation.
- Design
 - a. School boards should submit, at minimum, schematic designs based on either:
 - EDU Design Catalogue; or
 - Another repeat design that, at a minimum, meet the following criteria:
 - Tendered since 2021
 - Board must provide documentation on project cost for the repeat build that includes prior cost and updated cost estimate for the future build. This includes construction costs and soft costs like permit fees and furniture and fixtures. However, the cost estimate excludes unique site costs/demolition and site preparation costs.
 - Design space has to align with ministry space benchmark requirements for the specific pupil places being requested, including complying with 90% of the total space benchmark.
 - The ministry will only consider minor modifications to a repeat design, including instances where design changes need to be made to accommodate the site or the design is scaled up or down to include or remove additional classroom spaces and required washrooms. Other modifications to a repeat design would be considered a new design.
 - Submission of schematic design for original repeat and proposed design for new project.
 - b. New elementary school projects should proceed under one of the two options above. For other projects where a repeat design may not be feasible, school boards may be provided an exception and submit a new design. These projects include:
 - additions/ renovations,
 - projects with unique site constraints,
 - podium or vertical schools,
 - secondary schools, and
 - schools in joint-use facilities.

School boards **must submit schematic designs, at a minimum, for their submissions**, whether a repeat design is selected from the catalogue, another repeat design or new design. **NOTE:** Projects submitted without a design **may be ineligible** for funding.

4) Long Term Projections

- a. Boards are asked to provide details of their longer-term growth needs for addressing current and projected pupil accommodation needs and should be related to municipal growth plans.
 - Boards covering the Urban Growth Centres identified in *A Place to Grow* **are required** to submit long term projections for those centres with their 2024-25 submission. A list of areas can be found in Appendix D of the Capital Priorities Guidelines document.
- b. Please see program guidelines for further information.

Please refer to the **Checklist** to ensure your board has included all required documentation.

INFORMATION SESSIONS

The ministry will host information sessions for the Capital Priorities Program on the following dates:

- Tuesday July 23, 2024 10:00am to 12:00pm
- Wednesday July 24, 2024 1:00pm to 3:00pm
- Thursday July 25 (French) 10:00am to 12:00pm

These sessions will provide school board staff with support regarding the completion of Capital Priorities business cases.

MINISTRY CONTACT

If you have any questions regarding the Capital Priorities Program, or require additional information, please contact the Capital Analyst assigned to your school board or:

- Lesley Cunningham, Manager, Capital Program Branch at 647-404-1133 or Lesley.Cunningham@ontario.ca
- Sophie Liu, Manager, Capital Program Branch at 647-402-9597 or Sophie.Liu@ontario.ca, or
- Paul Bloye, Director, Capital Program Branch at 416-325-8589 or at Paul.Bloye@ontario.ca.

We look forward to working with you on advancing these projects and other initiatives as part of the Ontario government's commitment to meeting the needs of students and school boards across the province.

Sincerely,

Didem Proulx
Assistant Deputy Minister

Capital and Business Support Division

- c. Senior Business Officials
 - Superintendents and Managers of Facilities Managers of Planning
 - Early Years Leads
 - CAOs of Consolidated Municipal Service Managers CAOs of District Social Services Administration Boards
 - Holly Moran, Assistant Deputy Minister, Early Years and Child Care Division, Ministry of Education
 - Didier Pomerleau, Assistant Deputy Minister, French-Language Education Division, Ministry of Education
 - Andrew Locker (A), Director, Field Services Branch, Ministry of Education
 - President, Association des conseils scolaires des écoles publiques de l'Ontario (ACÉPO)
 - Executive Director, Association des conseils scolaires des écoles publiques de l'Ontario (ACÉPO)
 - President, Association franco-ontarienne des conseils scolaires catholiques (AFOCSC)
 - Executive Director, Association franco-ontarienne des conseils scolaires catholiques (AFOCSC)
 - President, Ontario Catholic School Trustees' Association (OCSTA)
 - Executive Director, Ontario Catholic School Trustees Association (OCSTA)
 - President, Ontario Public School Boards' Association (OPSBA)
 - Executive Director, Ontario Public School Boards' Association (OPSBA)
 - Executive Director, Council of Ontario Directors of Education (CODE)
 - Executive Director, Association des directions et directions adjointes des écoles franco-ontariennes (ADFO)
 - Executive Director, Catholic Principals' Council of Ontario (CPCO)
 - Executive Director, Ontario Principals' Council (OPC)

Priority	Project	Project Type	~Proposed Capacity	Eligibility	Utilization Requirements Met ¹	Site Ownership	Site studies complete	Architect	Design Status	Timelines ²	Cost Estimate Status ³	Joint Use	Urban And Innovative Schools	Child Care Centre
1	Warnica PS	Replacment Schoo	600	✓ (facility condition)	✓	✓	✓	✓	Repeat design	✓	✓			
2	New Wasaga Beach secondary school	New School	1070	✓ (accommodation)	✓	✓	Partial	✓	Repeat design	✓	✓			
3	New Tottenham elementary school	New School	412	✓ (accommodation)	✓	✓	✓	✓	Repeat design	✓	✓			
4	New Stayner elementary school	New School	400-420	✓ (accommodation)	✓	✓	✓	✓	Repeat design	✓	✓			
5	New Bradford secondary school	New School	1134	✓ (accommodation)	✓	Negotiations in progress	Partial	✓	Repeat design	✓	✓	Interest indicated		✓
6	Emma King PS	Addition	167	✓ (accommodation)	✓	✓	✓	✓	Repeat design	✓	✓			
7	Ardagh Bluffs PS	Addition	138	✓ (accommodation)	✓	✓	✓	✓	Designed	✓	✓			
8	Baxter Central PS	Addition	141	✓ (accommodation)	✓	✓	✓	✓	Designed	✓	✓			
9	Nottawa ES	Addition	207	✓ (accommodation)	✓	✓	✓	✓	Repeat design	✓	✓			
10	New Barrie SE elementary #2 (Hew itt's)	New School	593	✓ (accommodation)	✓	Option agreement executed	Partial	✓	Repeat design	✓	✓			
11	Huronian Centennial PS	Addition	164	✓ (accommodation)	✓	✓	✓	✓	Designed	✓	✓			
NA	New Alliston elementary school	New School	501	✓ (accommodation)	✓									
NA	New Barrie SW elementary school (#1 & #2)	New School	593	✓ (accommodation)	✓		Partial				✓			
NA	Coldwater PS	Addition	167	✓ (accommodation)	✓	✓	✓	✓	Feasibility analysis					
NA	Collingwood CI	Replacment Schoo	1134	✓ (facility condition)	✓	✓	✓	✓	Partial					
NA	New Midhurst West elementary school	New School	501	✓ (accommodation)	✓		Partial		Repeat design					✓
NA	Codrington PS	Replacment Schoo	521	✓ (facility condition)	✓	✓	✓							
NA	New Craighurst elementary school	New School	403	✓ (accommodation)			Partial							
NA	New Everett elementary school	New School	403	✓ (accommodation)										
NA	New Innisfil secondary school	New School	1134	✓ (accommodation)	✓									
NA	New New Tecumseth secondary school	New School	1134	✓ (accommodation)										
NA	New Orbit (Innisfil) elementary school	New School	593	✓ (accommodation)	✓				Feasibility analysis				✓	
NA	New Salem (Barrie SE) secondary school	New School	1134	✓ (accommodation)			Partial							

¹ As per Ministry guidelines, priority given to projects with a 100% utilization (including area schools) in the 5th year after opening date

² Board able to commit to stipulated timelines as set in Ministry templates

³ Third party cost consultant report attained or costing of recent comparable tender available