



**DISTRICT EDUCATION COUNCIL
Superintendent's Monitoring Report**

Policy Name	Asset Protection		
Policy Number	ASD-W-EL-5	Number of Reports per year	1
Policy	<p>To the best of his /her ability, the Superintendent shall not fall to ensure that assets are protected and adequately maintained.</p> <p>Accordingly, the Superintendent shall not:</p> <ul style="list-style-type: none"> • Allow the district to be without a plan to ensure fiduciary responsibility for all people who have access to the District's assets. • Subject plant and equipment to unreasonable wear and insufficient maintenance. • Unreasonably expose the organization, its Council or staff to claims of liability. • Fail to protect property, information and files from loss or significant damage. 		
Date of Report	April 25, 2019		
Report Filed by:	Catherine Blaney, Acting Superintendent		
Report Supported by:	Shawn Tracey, Director of Finance and Administration Angus Smith, Facilities Manager Daniel Wishart, Transportation Manager Terri McKellar, Budget and Accounting Manager		
Interpretation:			
<ul style="list-style-type: none"> • This policy requires the Superintendent to ensure process and procedures are established to maintain district assets. • District Assets are defined as fixed, monetary or capital assets that the Superintendent has a role in the upkeep, protection or responsibility for care and 			

Policy Name	Asset Protection
<p>control.</p> <ul style="list-style-type: none"> • Fiduciary responsibility is defined as those employees in positions of trust & responsibility for the safekeeping of District Assets. 	
<p><u>Justification:</u></p> <ul style="list-style-type: none"> • The District Education Council (DEC) has the responsibility under the Education Act 45(2) that the DEC, at all times, have management, care and control of all school property in the school district for which the DEC is established, until such time as the school property is declared surplus by the DEC. • The Superintendent has the responsibility under the Education Act 48(2)(g) for providing for the effective and efficient management of available financial resources. • The Superintendent ensures compliance with Education and Early Childhood Department policies for the following areas: Policy 406: Playgrounds and Equipment, Policy 407: Community Use of Schools, Policy 101: Financial Responsibilities of School Districts & Policy 127: Food Services. 	
<p><u>Compliance:</u></p> <ul style="list-style-type: none"> • District staff prepares an Asset Description report, which is shared with the District Education Council as per planning cycle. Summary of Inspection reports and inspection report examples provided to show compliance of maintaining our facilities. The district fourth quarter report is given as proof of compliance with Policy 101 and that district is in good financial position. The community use of schools agreement example is provided as to how we safeguard our schools for after hours usage. 	

Policy Name	Asset Protection
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Evidence:

- Education Act: Section 45 (2): School Property
<http://laws.gnb.ca/en/ShowPdf/cs/E-1.12.pdf>
- Education Act: Section 48 (2) (g) Duties of the Superintendent
<http://laws.gnb.ca/en/ShowPdf/cs/E-1.12.pdf>
- [EECD Policy 406: Outdoor School Play Area](#)
- [EECD Policy 407: Community Use of Schools](#)
- [EECD Policy 101: Financial Responsibilities of School Districts](#)
- [EECD Policy 127: Management of Food Services in Schools](#)
- District Asset Description Report
- Facilities Inspection Summary and Inspection Examples
- 4th Quarter Financial Report
- Community Use of School Example of Agreement

Compliance: I report compliance with this policy.

Superintendent's Signature: _____

DEC Chair Signature: _____

Date: _____

**Anglophone West School District
Description Report ASD-W EL5
Asset Protection
April 25, 2019**

Facilities

Capital Improvement Plan

The Facilities department is reviewing the existing Capital Improvement Project list and prioritized same in preparation for input from the DEC before it is finalized in May to be sent to EECD.

Maintenance Management

Anglophone West uses a "Maintenance, Planning and Control" (MPC) computerized maintenance management system. The system was implemented to manage the day-to-day operations in our facilities.

Elevators

We have access to the Provincial contract and implement Elevator Maintenance services as per specifications.

We adhere to the latest revision of the National Building Code of Canada, the New Brunswick Occupational Health and Safety Act, and Department of Labour requirements.

Fire Protection

We have access to the Provincial contract and implement maintenance programs for Fire Protection Systems in our Schools as per specifications. We adhere to the latest revision of the National Building Code of Canada, applicable National Fire Protection Association Codes, Provincial Building By-Laws, and the New Brunswick Occupational Health and Safety Act. All schools have four preventative maintenance inspections per year. All fire alarm panels are monitored 24 hours per day by an alarm monitoring company.

Fire extinguishers are inspected monthly by District Staff and are serviced annually by qualified Fire Equipment professionals as necessary.

The Fire Marshal's Office conducts annual and bi-annual inspections of the schools and generates a fire prevention report for items requiring attention.

Financial

The district operates in accordance with Department of Education Policy #101 with respect to Financial Responsibilities of School Districts. Policy #101 provides regulations for safeguarding public funds through the performance of internal controls being in place and by following the accounting practices as set out in the Policy. An example of internal controls is the separation of duties when receipting, depositing, journalizing and accounting for cash receipts.

The district demonstrates compliance with Policy#407 – Community Use of Schools. A rental contract signed between the school and the renter.

The district demonstrates compliance with Policy#127 – Food Services. As part of the tendering process, a liability clause is added that the service provider must have a minimum of \$5,000,000 in liability insurance. Smaller operations must have between \$1,000,000 and \$5,000,000 depending on their enrollment. Monthly Health Inspections performed by the Department of Health on all School Cafeteria operations and any deficiencies are remedied.

Transportation

Buses are kept in safe, operable condition.

The Department of Transportation and Infrastructure (DTI) school bus repair facilities monitor the condition of school buses in our fleet, optimally every six weeks. Motor Vehicle Inspections are required to be done on school buses every six months. Any necessary repairs needed between these times are done immediately. Every school bus has a provincial Log Book which drivers are required to complete.

A daily inspection of school buses is required as per Regulation and in a format determined by the Department of Education and Early Childhood Development (EECD). It is the responsibility of the school bus driver to ensure the daily inspection is completed and recorded. Drivers are also expected to maintain the cleanliness of the vehicle by sweeping out daily and washing the exterior of the bus as necessary, at least weekly. Commercial Vehicle Enforcement officers, as well as school district transportation staff, conduct random unannounced inspections of school buses in our fleet.

The district also monitors the monthly vehicle reports generated by Vehicle Management Agency.

Preventive Maintenance of Elevators in N.B. School & NBCC

Bi - Monthly / Semi - Annual / Annual Report Regular Maintenance Emergency Call Quoted Service Work

School Name: <i>Harvey High School</i>	Unit Number: <i>1</i>
Unit Mfr: <i>Montgomery</i>	Inst. Number: <i>1160</i>
Date: <i>Feb 26/19</i>	Performed by: <i>LORNE GLESSING</i>

Refer to specification for complete list of work to be performed

Bi - Monthly Report

The following items are to be checked during each visit

Item		Notes
Check in at School Office.	✓	
Ride unit, Check speed and levelling. Adjust if needed.	✓	
Verify all safety circuits & scheduling devices .	✓	
Lubricate, clean & adjust all components.	✓	
Check all lamps & signals. Replace bulbs as Required.	✓	
Check fan and car interior.	✓	
Confirm phone & emergency communication.	✓	
Adjust & lubricate door operation, speed, hangers & track.	✓	
Check door protection, hanger rollers and retaing cable tension.	✓	
Verify door Gibbs and retainers, visual panels.	✓	
Check & adjust hydraulic packing, valves, couplings.	✓	
Check hydraulic levels and top up. Report any loss to Supervisor immediately.	✓	
Clean pit and check pit can.	✓	
Check motor, MG Brushes, oil level. Top up if needed.	✓	
Inspect & Adjust loose guides on car.	✓	
Verify Holstway lockouts. And access switch. (Interlocks)	✓	
Clean Machine Rm. & Machine Rm Equip.	✓	
Clean top of car & equip.	✓	
Read and Fill out log book	✓	
Note any adjustments, deficiencies and suggested repairs.	✓	
Discuss any notes with Facility Manager/ representative.	✓	

Semi - Annual Report

Atlantic Fire & Safety Eq. Ltd.
 PO BOX 1565
 FREDERICTON, NB E3B 5G2
 Tel: (506) 459-1444
 Fax: (506) 459-5896

INVOICE 201801548
 Invoice No.:

Date: Sep 04, 2018
 Ship Date:
 Page: 1
 Re: Order No.

atlanticfire@nb.aibn.com www.atlanticfireandsafety.ca

Sold to:
ANGLOPHONE WEST SCHOOL DISTRICT
 1135 PROSPECT ST
 FREDERICTON, NB E3B 3B9

Ship to:
 ANGLOPHONE WEST SCHOOL DISTRICT
 HARVEY HIGH

Atlantic Fire & Safety Eq. Ltd. HST: #100324581

Order d	Qty B/O	Shippe d	Item	Description	Unit Price	Amount
		26	AT4225D	60 Inspect Fire Extinguisher	6.00	156.00
		4	ATCT	60 Continuity Test CO2 Hose	3.50	14.00
		1	ATDCR5	60 6yr Maintenance 5lb ABC	21.60	21.60
		1	ATDCR10	60 6yr Maintenance 10lb ABC	26.10	26.10
		2	ORING	65 Low Pressure O-ring	1.94	3.88
		1	ATHYH	60 Hydro-Test High Pressure	29.25	29.25
		1	ATCDR10	60 Recharge 10lb CO2	32.85	32.85
		1	ORINGH	65 High Pressure O-ring	2.91	2.91
		26	WHMIS	60 New SDS/WHMIS Label	0.49	12.74
		1	ATTCD	60 Truck Charge	15.00	15.00
Subtotal:						314.33
H3 - HST 15%						
HST						47.16
<p>2076-03-4539-681-PTFA-P74102</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 2px solid black; padding: 10px; transform: rotate(-5deg); text-align: center;"> <p>RELEASED SEP 19 2018</p> </div> <div style="border: 1px solid black; padding: 5px; text-align: center;"> <p>PAYMENT AUTHORITY</p> <p>Initial <i>me</i></p> </div> </div>						

Terms: Net 30. Due Oct 04, 2018.

Comment:

Received by:

Total Amount
 Canadian Dollars

Quinn
 361.49



Life & Fire Safety Ltd.

SPRINKLER SYSTEM QUARTERLY INSPECTION REPORT

Report For:	Anglophone West (former SD#18) 1135 Prospect Street Fredericton, NB E3B 4Y4	Building or Location:	Harvey High School 2055 Route 3, Harvey Station
Conferred with:	Mathew	Inspection Date:	January 2, 2019
		Inspector:	Roy Barton

1 GENERAL

	Yes	N/A	No
A To be Answered with the Owner or the Owner's Representative			
a) Have all occupancy, classification, machinery or operations remained the same since the last inspection?	X		
b) Has the fire protection system(s) remained the same since the last inspection?	X		
c) If a fire has occurred since the last inspection, have all damaged sprinkler components been replaced?		X	
d) Have all fire pumps been tested to their full capacity through the use of hose streams or flow meters within the past 12 months?		X	
e) Are gravity, surface or pressure tanks protected from freezing?	X		
f) Are any extra high temperature solder sprinklers protected from temperatures near 300 degrees F?		X	
g) Are all automatic sprinklers <u>less than</u> 50 years old? (if no, testing and/ or replacement is required per NFPA 25 standard.) Fast response less than 20 years; extra high less than 5 years.	X		
h) Is the sprinkler system piping <u>less than</u> 50 years old? (if no, internal inspection and flushing is recommended per NFPA 25 standard.)	X		

B To be Answered by the Inspector

	Yes	N/A	No
a) Type of system (13, 13R, 13D): NFPA13			
b) Is the building occupied?	X		
c) Have the sprinkler systems been extended to all visible areas of the building?	X		
d) Are the building areas protected by a wet system heated, including blind attics and perimeter areas, where accessible?	X		
e) Are all visible exterior openings protected against the entrance of cold air?	X		
f) Are all systems in operation?	X		

2 CONTROL VALVES

	Yes	N/A	No
a) Are all sprinkler system main control valves and other valves in the appropriate open or closed position?	X		
b) Are all control valves sealed or supervised in the open position?	X		
c) Are there any backflow prevention assemblies?	X		

Control Valves	Quantity	Type	Open	Secured	Closed	Signs	Condition
City Connection							
Electrical Room							
Elevator	1	Butterball	X	X			GOOD
Kitchen	1	OS&Y	X	X		X	GOOD
Pump							
Sectional							
System	3	OS&Y/G.O.B.	X	X		X	GOOD
Tank	2	OS&Y	X	X		X	GOOD
Sprk Tank Fill Line	1	DCVA	X	X		X	GOOD

Building or Location: **Anglophone West – Harvey High School**

The inspector suggests the following necessary improvements, however these suggestions are not the result of an engineering survey:

Section No.	RECOMMENDATIONS
	Kitchen range hood: deep fat fryers were removed. There is only one sprinkler in the range hood. Maybe this sprinkler can be removed and the control valve and flow switch. Check this with AHJ.
	There are gauges over 5 years old they shall be recalibrated or replaced. (January 2, 2019)

MINOR ADJUSTMENTS OR CORRECTIONS MADE
Installed a new 1" Butterball valve comes with tamper on line protecting the elevator machine room. (September 1, 2016)
Drained moisture from compressor tank. (January 2, 2019)
Topped up water in both tanks. (January 2, 2019)
The 4" pipe off the back of tank #2 was removed and replaced with a blank flange (January 3, 2019)

GENERAL COMMENTS
Alarms did not shut down the kitchen cooking equipment.
A new fire alarm panel has been installed. (September 1, 2016)
Flow Switch Time Delays: Zone 1 = 11 sec, Zone 2 = 14 sec, Zone 3 = 17 sec

NOTE: This is an operational test inspection. It does NOT include a review or analysis of the system design to determine whether or not the system meets current standards.

11/17/2019

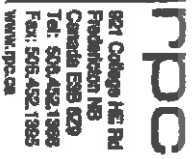
Asbestos Reassessment March 2019

Asbestos Reassessment March 2019													
Harvey High School	8	Room 139 & 140	Other	Sink	Unidenti	Surface A	8	5	SF	No Action req	Unsubbed	March 19/19	<i>[Signature]</i>
Harvey High School	11	Home Economics	Other	Sink	Unidenti	Surface A	16	5	SF	No Action req	Unsubbed	March 19/19	<i>[Signature]</i>
Harvey High School	26	Science Lab 204 / 207	Other	Sink	Unidenti	Surface A	8	5	SF	Action req	Unsubbed	March 19/19	<i>[Signature]</i>
Harvey High School	33	Estorfor	Calling		Transite	NE	150	8	SF	Remov ed	Removed		

Reviewed by: _____
 Signature: _____
 Date: _____

CERTIFICATE OF ANALYSIS / CERTIFICAT D'ANALYSE

for/pour
ASD-W (HZ3)
 Department of Education
 250 King Street, Place 2000
 Fredericton, NB E3B 9M9



Attention: **Tim McCluskey / Natasha Grant / Peggy Barkwell / Mike Spurrey**

Microbiological Examination of Water/Qualité microbiologique de l'eau potable

RPC Sample ID/No. d'échantillon de RPC:	Client Sample ID/ID d'échantillon du client:	Date collected/Date du prélèvement	Time sampled/Heure du prélèvement	Analyses/Paramètre(s)	Method/Méthode	Date Analyzed	Units	Units Unités	Results
304898-1	23234	26-Feb-19	8:00:00 AM	E. coli	FFA10	26-Feb-19	P-A/100ml	a	Keewick Ridge School DWS
304898-2	23245	26-Feb-19	7:00:00 AM	E. coli	FFA10	26-Feb-19	P-A/100ml	a	Harvey High School DWS
304898-3	22855	26-Feb-19	9:30:00 AM	TPC	FFA11	26-Feb-19	cfu/ml	0	Keewick Valley Memorial School

This report relates only to the sample(s) and information provided to the laboratory.
 Le présent rapport ne s'applique qu'aux échantillons et à l'information transmise au laboratoire.
 a = absent/absent

Cathy Hay
Cathy Hay
 Microbiology Supervisor
 Food, Fisheries & Aquaculture

B. Collins
Breannah Collins
 Micro Technician
 Food, Fisheries & Aquaculture

Report ID: 286716-IAS
 Report Date: 07-Sep-18
 Date Received: 27-Aug-18

CERTIFICATE OF ANALYSIS

for
 ASD-W (HZ3)
 Department of Education
 250 King Street, Place 2000
 Fredericton, NB E3B 9M9



921 College Hill Rd
 Fredericton NB
 Canada E3B 6Z9
 Tel: 508.452.1212
 Fax: 508.452.0594
 www.rpc.ca

Attention: Tim McCluskey
 Project #: Not Available

Analysis of Potable Water

RPC Sample ID:					286715-1
Client Sample ID:					23223 Harvey Element. School DWS #2 27-Aug-18
Date Sampled:					
Analytes	Units	RL	MAC	AO	
Alkalinity (as CaCO ₃)	mg/L	2	-	-	140
Chloride	mg/L	0.5	-	250	31.3
Colour	TCU	5	-	15	< 5
Conductivity	µS/cm	1	-	-	387
Fluoride	mg/L	0.05	1.5	-	2.4
Nitrate + Nitrite (as N)	mg/L	0.05	10	-	1.49
pH	units	-	-	-	7.6
Phosphorus	mg/L	0.02	-	-	< 0.02
Sulfate	mg/L	1	-	500	7
Turbidity	NTU	0.1	-	-	0.6
Calculated Parameters					
Hardness (as CaCO ₃)	mg/L	0.2	-	-	92.0
TDS (calc)	mg/L	-	-	500	214
Saturation pH (5°C)	units	-	-	-	8.0
Langelier Index (5°C)	-	-	-	-	-0.36

This report relates only to the sample(s) and information provided to the laboratory.

RL = Reporting Limit; MAC = Maximum Acceptable Concentration; AO = Aesthetic Objective
 Guidelines are from Guidelines for Canadian Drinking Water Quality (February 2017).

Ross Kean

Ross Kean
 Department Head
 Inorganic Analytical Chemistry

Peter Crowhurst

Peter Crowhurst
 Analytical Chemist
 Inorganic Analytical Chemistry

Report ID: 286716-IAS
 Report Date: 07-Sep-18
 Date Received: 27-Aug-18

CERTIFICATE OF ANALYSIS

for
 ASD-W (HZ3)
 Department of Education
 250 King Street, Place 2000
 Fredericton, NB E3B 9M9



921 College Hill Rd
 Fredericton NB
 Canada E3B 6Z9
 Tel: 506.452.1212
 Fax: 506.452.0594
 www.rpc.ca

Attention: Tim McCluskey
 Project #: Not Available

Analysis of Metals in Potable Water

RPC Sample ID:					286715-1
Client Sample ID:					23223
Date Sampled:					Harvey Element. School DWS #2 27-Aug-18
Analytes	Units	RL	MAC	AO	
Aluminum	mg/L	0.001	-	-	0.022
Antimony	mg/L	0.0001	0.006	-	0.0035
Arsenic	mg/L	0.001	0.01	-	0.432
Barium	mg/L	0.001	1	-	0.001
Beryllium	mg/L	0.0001	-	-	0.0003
Bismuth	mg/L	0.001	-	-	< 0.001
Boron	mg/L	0.001	5	-	0.023
Cadmium	mg/L	0.00001	0.005	-	0.00003
Calcium	mg/L	0.05	-	-	31.3
Chromium	mg/L	0.001	0.05	-	< 0.001
Cobalt	mg/L	0.0001	-	-	< 0.0001
Copper	mg/L	0.001	-	1	0.031
Iron	mg/L	0.02	-	0.3	0.87
Lead	mg/L	0.0001	0.01	-	0.0007
Lithium	mg/L	0.0001	-	-	0.733
Magnesium	mg/L	0.01	-	-	3.36
Manganese	mg/L	0.001	-	0.05	0.003
Mercury	mg/L	0.000025	0.001	-	< 0.000025
Molybdenum	mg/L	0.0001	-	-	0.0108
Nickel	mg/L	0.001	-	-	0.001
Potassium	mg/L	0.02	-	-	0.78
Rubidium	mg/L	0.0001	-	-	0.0055
Selenium	mg/L	0.001	0.05	-	< 0.001
Silver	mg/L	0.0001	-	-	< 0.0001
Sodium	mg/L	0.05	-	200	44.5
Strontium	mg/L	0.001	-	-	0.409
Tellurium	mg/L	0.0001	-	-	< 0.0001
Thallium	mg/L	0.0001	-	-	< 0.0001
Tin	mg/L	0.0001	-	-	< 0.0001
Uranium	mg/L	0.0001	0.02	-	0.108
Vanadium	mg/L	0.001	-	-	< 0.001
Zinc	mg/L	0.001	-	5	0.019

Fire Alarm Inspection Report

This states that the Fire Alarm System,

Type MIRCOM FX-2000

Located SCHOOL DISTRICT 18 - HARVEY HIGH SCHOOL - 2055 ROUTE 3 HARVEY, NB

Was checked and WAS in proper working order on,
Date JULY 19, 2018

Deficiencies

Recommendations and/or comments

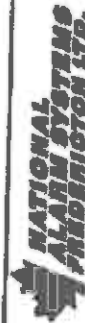
NATIONAL ALARM HAD NO ACCESS TO THE
ELEVATOR SHAFT FOR TESTING. KITCHEN SUPPRESSION SYSTEM NOT TESTED. SPRINKLER
SYSTEM - TESTED BY OTHERS.

Checked by

GORDON GILMORE

Technician

Technician



REGULATED • FIRE • CCTV • SOUND

National Alarm Systems (F'ton) Ltd.

PO Box 202, 891 Riverside Drive

Fredericton, NB E3B 4Y9

Ph: (506) 458-9433 • Fax: (506) 452-8791

In compliance with Can/JULC S536-04

APPENDIX E (INFORMATIVE) - ANNUAL FIRE ALARM SYSTEM TEST AND INSPECTION RECORDS

(Reference 3.7, 5.1.1, 5.1.2)

E1. FIRE ALARM SYSTEM ANNUAL TEST AND INSPECTION REPORT

(Reference: 5.1.2)

Building Name:	<u>Harvey High School</u>	Date:	<u>July 19, 2018</u>
Address:	<u>2055 Route 3 Harvey NB</u>		
System Manufacturer:	<u>Mircom</u>	Model Number:	<u>FX-2000</u>

A	System provides single-stage operation.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	-
B	System provides two-stage operation.	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	-
C	The entire fire alarm system has been inspected and tested in accordance with CANULC-S536, Inspection and Testing of Fire Alarm Systems.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	-
D	The fire alarm system documentation is on site and includes a description of the system.	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	-
E	The fire alarm system is fully functional.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	NA <input type="checkbox"/>
F	The fire alarm system has deficiencies noted on pages attached.	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	NA <input type="checkbox"/>
G	Comments: <u>Sprinkler tested by others.</u>			
H	A copy of this report will be given to the following, who is the Owner or Owner's representative for this building: <u>Telephone West.</u>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	-

This is to certify that the information contained in this Fire Alarm System Annual Test and Inspection Report is correct and complete.

Condon G. Linn
 Printed Name of Primary or Supervising Technician
 Conducting the Test and Inspection

National Alarm Systems (506) 458-9433
 Company Telephone

 Signature of Primary or Supervising Technician
 Conducting the Test and Inspection

 Identification Number of Primary or Supervising
 Technician Conducting the Test and Inspection Telephone

 Printed Name of Primary or Supervising Technician
 Conducting the Test and Inspection

 Company Telephone

 Signature of Primary or Supervising Technician
 Conducting the Test and Inspection

 Identification Number of Primary or Supervising
 Technician Conducting the Test and Inspection Telephone

Continued E2.1

R	Input circuit, alarm and supervisory operation, including audible and visual indication operates.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
S	Input circuit supervision fault causes trouble indication.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
T	Output circuit alarm indicators operate.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
U	Output circuit supervision fault causes trouble indication.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
V	Visual indicator test (lamp test).	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
W	Coded signal sequences operate not less than the required number of times and the correct alarm signal operates thereafter.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
X	Coded signal sequences are not interrupted by subsequent alarms.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Y	Ancillary device by-pass will result in a trouble signal.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Z	Input circuit to output circuit operation, including ancillary device circuits, for correct program operation, as per design and specification, or documentation as detailed in Appendix C, Description of Fire Alarm System for Inspection and Test Procedures.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
AA	Fire alarm system reset operates.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
BB	Main power supply to emergency power supply transfer operates.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
CC	Status change confirmation (smoke detectors only) verified, (Refer Subsection 5.7.4.3, Status Change Confirmation (Alarm Verification Feature)).	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
DD	Receipt of the alarm transmission to the fire signal receiving centre.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
EE	Receipt of the supervisory transmission to the fire signal receiving centre.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
FF	Receipt of the trouble transmission to the fire signal receiving centre.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
GG	Record the name and telephone number of the fire signal receiving centre.	Name: <i>Capital Monitoring</i> Telephone: <i>458-8900</i>		
HH	Operation of the fire signal receiving centre disconnect means results in a specific trouble indication at the control unit or transponder and transmits a trouble signal to the fire signal receiving centre.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>

E.2.3 CONTROL UNIT OR TRANSPONDER INSPECTION

(Reference: Clause 5.1.3, 5.2.4.1)

Control unit or transponder location: Main Panel
 Control unit or transponder identification: _____

A	Input circuit designations correctly identified in relation to connected field devices.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
B	Output circuit designations correctly identified in relation to connected field devices.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
C	Correct designations for common control functions and indicators.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
D	Plug-in components and modules securely in place.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
E	Plug-in cables securely in place.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
F	Record the date, revision and version of firmware and software program.	Date: _____ Rev: <u>2</u> Ver: <u>2.1g-6</u>		
G	Clean and free of dust and dirt.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
H	Fuses in accordance with manufacturer's specification.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
I	Control unit or transponder lock functional.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
J	Termination points from wiring to field devices secure.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>

E2.4 POWER SUPPLY INSPECTION

(Reference: Clause 5.1.3, 5.3.1)

Control unit or transponder location: Main Panel
 Control unit or transponder identification: TR-063

A	Fused in accordance with the manufacturer's marked rating of the system.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
B	Adequate to meet the requirements of the system.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>

Continued E2.5...

Q	Record calculated battery capacity (Refer to Appendix F4.1-C).	<u>12</u> A·h		
R	Record battery terminal voltage after completion of tests.	_____ V dc		
S	Battery voltage not less than 85% of its rating after the tests.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
T	Generator provides power to the AC circuit serving the fire alarm system.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
U	Trouble condition at the emergency generator shall result in an audible common trouble signal and a visual indication at the required annunciator.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>

E2.6 ANNUNCIATOR AND REMOTE TROUBLE SIGNAL UNIT TEST AND INSPECTION

(Reference: Clause 5.1.4, 5.4.1)

Annunciator or remote trouble signal unit location: _____
 Annunciator or remote trouble signal unit identification: N/A

A	Power "ON" indicator appears.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
B	Individual alarm, and supervisory input zones are clearly indicated and separately designated.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
C	Individual alarm, and supervisory zone designation labels are properly identified.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
D	Common trouble signal operates.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
E	Visual indicator test (lamp test) operates.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
F	Input wiring from control unit or transponder is supervised.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
G	Alarm signal silence visual indicator operates.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
H	Switches for ancillary functions operate as per design and specification, or documentation as detailed in Appendix C, Description of Fire Alarm System for Inspection and Test Procedures.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
I	Other ancillary function visual indicators operate.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
J	Manual activation of alarm signal and indication operates.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
K	Displays are visible in installed location operates.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
L	Operates on emergency power.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>

E2.8 REMOTE TROUBLE SIGNAL UNIT TEST AND INSPECTION

(Reference: Clause 5.1.4, 5.4.3)

Remote trouble signal unit location:
Remote trouble signal unit identification: <i>N/A</i>

A	Input wiring from control unit or transponder is supervised.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
B	Visual trouble signal operates.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
C	Audible trouble signal operates.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
D	Audible trouble signal silence operates.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>

E2.9 PRINTER TEST

(Reference: Clauses 5.1.4, 5.5.1)

Printer location:
Printer identification: <i>N/A</i>

A	Operates as per design and specification, or documentation as detailed in Appendix C, Description of Fire Alarm System for Inspection and Test Procedures.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
B	Zone of each alarm initiating device is correctly printed.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
C	Rated voltage is present.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>

E2.12 REMARKS

(Reference: Clause E2)

Replaced 2 12V 7AH batteries in booster pack.

Replaced 2 12V 18AH batteries in the main panel.

(Attach additional sheets if further remarks are required)

Continued E3.1...

- NOTE 14:** Identify active field device and supporting field device, data communication link (DCL), address and location.
- NOTE 15:** Test and confirm conventional field device supervision of wiring.
- NOTE 16:** Confirm field device free of damage.
- NOTE 17:** Confirm field device free of foreign substance (e.g. paint).
- NOTE 18:** Confirm field device mechanically supported independently of the wiring.
- NOTE 19:** Confirm field device protective dust shields or covers removed.
- CAUTION:** The tests reported on this Form do not include the actual operational test of ancillary devices.

NOTE: PAGE 39 - E3.2 INDIVIDUAL DEVICE RECORD (Reference 5.7.1.3, E3.1) IS ATTACHED AT THE BACK OF THIS REPORT

F2 SILENT ACCELERATED TEST

F2.1 The silent accelerated test in this Subsection is intended as an alternate to Subsection F1, Silent Test, for small conventional system in which the service person would be able to complete all of the requirements prescribed in this Standard in 1 day or less. It avoids returning the following day to confirm the end point condition of a 24 hour battery test.

F2.2 The formula in Clause F2.4 prorates the time that the Alarm Load (I_a) is applied to the battery, based on combining of "Alarm and Supervisory Current" multiplied by an acceleration figure. The formula recognizes that the higher discharge rate will reduce the effective amp-hour battery rating. It is based on a 5 minute alarm (bell) requirement.

F2.3 Large systems with two-stage operation and/or voice communication or with signalling during other than 5 minute should follow the tests described in Subsection F1, Silent Test.

F2.4 Full load conditions should be applied for a period of time not less than that calculated by the following formulae. Battery voltage should not be less than 85% of rating during the test. The duration of the test should be determined as follows:

$$Hr = [(I_a \times D) + (I_a \times 0.5)](1.2)/I_a$$

Where:

Hr = hours

D = Required system supervisory time (normally 24 hours)

I_s = Supervisory Current

I_a = Alarm Load Current

The resistor should be determined as follows:

$$R_L \text{ (OHMS)} = V/I_a$$

$$P_L \text{ (WATTS)} = V(I_a)$$

R_L should be connected directly across the battery terminals for the time duration determined above.

F2.5 As an alternate to the calculation in F2.4, the battery may be discharged in accordance with the battery manufacturer's capacity chart for the specific battery using suitable sized load resistors.

F2.6 The test method should be as follows:

- (i) Disconnect the test battery from the system;
- (ii) Connect the load resistor, R_L (as calculated in Clause F2.5), across the battery for the duration (hr) calculated in Clause F2.4;
- (iii) Note the end point battery voltage.

APPENDIX A**Explanatory Material for the National Building Code of Canada 1995****A-3.2.7.8.(3) Emergency Power Duration.**

The times indicated in this Sentence are the durations for which emergency power must be available for a building under fire emergency conditions. Additional fuel for generators or additional battery capacity is required to handle normal testing of the equipment, as indicated in the National Fire Code of Canada 1995. If the operation of emergency generators or batteries is intended for other than fire emergency conditions, such as power failures, fuel supplies or battery capacity must be increased to compensate that use.

NATIONAL ALARM SYSTEMS (FREDERICTON) LIMITED

Fire Alarms - Security - CCTV - Sound

PO Box 202 Fredericton, NB E3B 4Y9 PH: (506) 458-9433 * Fax: (506) 452-8791

NAME: SCHOOL DISTRICT 18
 LOCATION: HARVEY HIGH SCHOOL - 2055 ROUTE 3 HARVEY, NB
 DATE: 18-Jul-18
 ACCOUNT NO.: CAPITAL MONITORING ACCOUNT #2149 MIRCOM FX-2000

DEVICE:	LOCATION:	A	B	C	D	E	REMARKS:
PULL STATION	MAIN ENTRANCE			X	X	101	
PULL STATION	LIBRARY ENTRANCE			X	X	102	
PULL STATION	VESTIBULE 151			X	X	103	
TAMPER SWITCH	KITCHEN					104	
FLOW SWITCH	KITCHEN					105	
SUPPRESSION	KITCHEN SUPPRESSION CONTACT					106	NOT TESTED
PULL STATION	METAL SHOP EXIT			X	X	108	
PULL STATION	CONSTRUCTION EXIT			X	X	108	
PULL STATION	CAFETERIA			X	X	110	
TAMPER SWITCH	ELEVATOR MACHINE ROOM					111	
SMOKE DETECTOR	ELEVATOR MACHINE ROOM			X	X	012	
SMOKE DETECTOR	1ST FLOOR CORRIDOR, BY ELEVATOR			X	X	015	
PULL STATION	1ST FLOOR CORRIDOR, BY ELEVATOR			X	X	116	
PULL STATION	1ST FLOOR CORRIDOR, BY VESTIBULE 129			X	X	117	
TAMPER SWITCH	1ST FLOOR CORRIDOR, BY VESTIBULE 129					118	
FLOW SWITCH	1ST FLOOR CORRIDOR, BY VESTIBULE 129					119	
PULL STATION	ELECTRICAL ROOM 120 EXIT			X	X	120	
PULL STATION	GYM EXIT			X	X	121	
SMOKE DETECTOR	NORTH STAIRWELL			X	X	023	
PULL STATION	2ND FLOOR, BY MECHANICAL ROOM			X	X	124	
DUCT SMOKE DETECTOR	MECHANICAL ROOM			X	X	025	
RELAY	MECHANICAL ROOM					126	AHU #5 SHUT-DOWN
PULL STATION	2ND FLOOR, SOUTH EXIT			X	X	127	
TAMPER SWITCH	TOP OF ELEVATOR SHAFT					128	
SMOKE DETECTOR	TOP OF ELEVATOR SHAFT					029	NO ACCESS
SMOKE DETECTOR	2ND FLOOR, BY ELEVATOR			X	X	030	
PULL STATION	CENTRE STAIRS EXIT			X	X	131	
SMOKE DETECTOR	CENTRE STAIRWELL			X	X	032	
TAMPER SWITCH	SPRINKLER SYSTEM - TANK 1					133	
LOW WATER	SPRINKLER SYSTEM - TANK 1					134	
TAMPER SWITCH	MAIN VALVE					135	
PRESSURE SWITCH	MAIN PRESSURE					136	
TAMPER SWITCH	SPRINKLER SYSTEM - TANK 2					137	
LOW WATER	SPRINKLER SYSTEM - TANK 2					138	
TAMPER SWITCH	BASEMENT SPRINKLER					139	
LOW SWITCH	BASEMENT SPRINKLER					140	
SMOKE DETECTOR	SOUTH STAIRWELL			X	X	041	
SMOKE DETECTOR	BASEMENT STAIRWELL			X	X	042	
PULL STATION	BASEMENT EXIT			X	X	143	
RELAY	DOOR HOLDERS					144	
RELAY	DOOR HOLDERS					145	
RELAY	FAN SHUT-DOWN					146	
TAMPER SWITCH	2ND FLOOR, BY NORTH STAIRWELL					147	
LOW SWITCH	2ND FLOOR, BY NORTH STAIRWELL					148	
RELAY	KITCHEN SHUT-DOWN					152	

REMARKS: SPRINKLER SYSTEMS TESTED BY OTHERS

- CORRECTLY INSTALLED
- REQUIRES SERVICE, REPAIRS, MISSING OR CLEANING
- ALARM OPERATION CONFIRMED
- ANNUNCIATION INDICATION CONFIRMED
- CIRCUIT NUMBER OR ADDRESS

NATIONAL ALARM SYSTEMS (FREDERICTON) LIMITED

Fire Alarms - Security - CCTV - Sound
 PO Box 202 Fredericton, NB E3B 4Y9 PH: (506) 458-8433 * Fax: (506) 452-8791

NAME: SCHOOL DISTRICT 18
 LOCATION: HARVEY HIGH SCHOOL - 2055 ROUTE 3 HARVEY, NB
 DATE: 19-Jul-18
 ACCOUNT NO.: CAPITAL MONITORING ACCOUNT #2149 MIRCOM FX-2000

DEVICE:	LOCATION:	A	B	C	D	E	REMARKS:
NAC CIRCUIT - SOUTH END							
HORN/STROBE	CONSTRUCTION LAB 181			X		B3	
HORN/STROBE	BBT LAB 180			X		B3	
HORN/STROBE	CONFERENCE ROOM 180A			X		B3	
HORN/STROBE	METAL SHOP 185			X		B3	
HORN/STROBE	METAL SHOP 185			X		B3	
HORN/STROBE	SHOP CORRIDOR 151			X		B3	
HORN/STROBE	SHOP CORRIDOR 151			X		B3	
HORN/STROBE	SHOP CORRIDOR 151			X		B3	
HORN/STROBE	POWER LAB 157			X		B3	
HORN/STROBE	SHOP CORRIDOR 150			X		B3	
HORN/STROBE	COMPUTER LAB 148			X		B3	
HORN/STROBE	LIBRARY 148			X		B3	
HORN/STROBE	LIBRARY 148A			X		B3	
HORN/STROBE	TEACHING THEATRE 143			X		B3	
NAC CIRCUIT - 1ST FLOOR							
HORN/STROBE	CORRIDOR 146			X		B1	
HORN/STROBE	CAFETERIA 144			X		B1	
HORN/STROBE	OFFICE CORRIDOR 108			X		B1	
HORN/STROBE	OFFICE CORRIDOR 108			X		B1	
HORN/STROBE	OFFICE CORRIDOR 108			X		B1	
HORN/STROBE	GYM			X		B1	
HORN/STROBE	GYM			X		B1	
HORN/STROBE	CORRIDOR 117			X		B1	
HORN/STROBE	BOYS WASHROOM 117B			X		B1	
HORN/STROBE	GIRLS WASHROOM 117A			X		B1	
HORN/STROBE	CORRIDOR 130			X		B1	
HORN/STROBE	CORRIDOR 130			X		B1	
HORN/STROBE	ELECTRICAL ROOM 120			X		B1	
HORN/STROBE	GIRLS SHOWER 137			X		B1	
HORN/STROBE	GIRLS WASHROOM 117A			X		B1	
HORN/STROBE	GIRLS DRESSING ROOM			X		B1	
HORN/STROBE	BOYS SHOWER 132			X		B1	
HORN/STROBE	BOYS SHOWER 133			X		B1	
HORN/STROBE	BOYS WASHROOM 131A			X		B1	
HORN/STROBE	BOYS DRESSING ROOM 131			X		B1	

REMARKS:

- CORRECTLY INSTALLED
- REQUIRES SERVICE, REPAIRS, MISSING OR CLEANING
- ALARM OPERATION CONFIRMED
- ANNUNCIATION INDICATION CONFIRMED
- CIRCUIT NUMBER OR ADDRESS

Department of Education and Early Childhood Development /
Ministère de l'Éducation et du Développement de la petite enfance
P.O. Box/C.P. 6000
Fredericton NB E3B 5H1
Tel/Tél. (506) 453-8138
Fax/Télé. (506) 457-3584

Date : October 29, 2018
To/Dest. : Catherine Blaney – ASD-W - Superintendent
From/Exp. : Josh Nowlan
Copies : Shawn Tracey – ASD-W – Director of Finance and Administration
Angus Smith – ASD-W – Facility Manager
Sam Walsh – Fire Marshall Inspector
Subject/Objet : **School's number:** ASD- W – FIRE MARSHAL REPORT
School name: 2705 – Harvey High School

-
1. The following item(s) are the responsibility of the School District. These items are to be corrected within 30 days and written notification of compliance must be returned to the undersigned.

Satisfactory



Josh Nowlan, BEDS, PTech
Senior Project Administrator
Education Facilities and Pupil Transportation

Brunswick Fyr Systems Division
A Day & Night Company
231 Edinburgh Drive, Moncton NB E1E 2K9
Telephone: (506) 853-3473 fax: (506) 857-3192
Toll Free: 1-877-853-2473 E-mail: bruntsys@nb.aibn.com

Service Date Feb 14 2019

Inspection Report

SYS 144

CUSTOMER: SCH018
HARVEY HIGH SCHOOL
ANGLOPHONE WEST
PO BOX 10 / 1135 PROSPECT STREET
FREDERICTON NB E3B 5X8

LOCATION SYS HARV03
HARVEY HIGH SCHOOL
2055 ROUTE 3
HARVEY NB E6K 2P4
CONTACT: ~~COIN SERVICE~~ Lindsay
PHONE: 366-2200

CONTACT:
PHONE: 453-5454
EMAIL:

---SERVICE INFORMATION---

DATE OF LAST SERVICE: August-22-2018 ANNIVERSARY DATE: 02 / 08 FREQUENCY: 2

ROUTE: 95 (8/12) / 11 (2/16)

SYSTEM: 2.5 GALLON RANGE GUARD WCS

Hydro Test Date 2017

System(s) deficiencies? YES / NO Meet UL300? YES

Class K fire extinguisher? YES / NO Class K required? YES / NO

Equipment Lineup MUST BE LISTED LEFT TO RIGHT Tech Initials DL

36" GRILL / 24" HOT TOP / 12" RANGE /

Hood Size 10' WW ✓

Detectors 3 ✓

of Ducts 1 ✓

Duct Nozzles 1 ✓

Plenum Nozzles x ✓

Appliance Nozzles 2 ✓

Shut Off ELECTRIC ✓

If mechanical, was cable tight? YES or NO

If NO were adjustments made?

Is gas valve piping and cable secure?

Extinguishers 2 ATLANTIC

10BC / 5ABC

EFFECTIVE FEB 2005 - SEND COPY OF INSPECTION REPORT WITH INVOICE

(sprinkler pipe should be removed from hood)

- Semi Annual Inspection & F₁
- Fire Suppression system
- changed 3 360° Fire Link (2018)
- Ext done by Atlantic (08/18)
- 2019 tamper seal (PS)
(Hood is clean)

CUSTOMER'S SIGNATURE

[Handwritten Signature]

TECHNICIAN'S SIGNATURE

[Handwritten Signature]

HST 12973 3226

Date printed 24 Jan 19

Report/Rapport: 307522-ML-M1
 Date: 25-Mar-19
 Date Received/Reçu: 25-Mar-19

CERTIFICATE OF ANALYSIS / CERTIFICAT D'ANALYSE

for/pour
 ASD-W (HZ3)
 Department of Education
 250 King Street, Place 2000
 Fredericton, NB E3B 9M9

Attention: Tim McCluskey / Natasha Grant /
 Peggy Barkwell / Mike Spurvey

rpc
 821 College Hill Rd
 Fredericton NB
 Canada E3B 6Z9
 Tel: 506.452.1399
 Fax: 506.452.1395
 www.rpc.ca

Microbiological Examination of Water/Qualité microbiologique de l'eau potable

RPC Sample ID/No. d'échantillon de RPC:	Client Sample ID/ID d'échantillon du client:	Date collected/Date du prélèvement	Time sampled/Heure du prélèvement	Analytes/Paramètre(s)	Method/Method	Date Analyzed/Date Analysé	Units/Unités	Results
307522-1	23223	Harvey Elem. School DWS #2	25-Mar-19 7:30:00 AM	Coliforms/Coliformes	FFA10	25-Mar-19	P-A/100mL	0
307522-2	23234	Keswick Ridge School DWS	25-Mar-19 8:30:00 AM	E. coli	FFA10	25-Mar-19	P-A/100mL	0
307522-3	23245	Harvey High School DWS	25-Mar-19 7:10:00 AM					0
307522-4	22855	Keswick Valley Mem. Sch. DWS	25-Mar-19 9:00:00 AM					0

This report relates only to the sample(s) and information provided to the laboratory.
 Le présent rapport ne s'applique qu'aux échantillons et à l'information transmis au laboratoire.
 0 = absent/absent

Cathy Hay

Cathy Hay
 Microbiology Supervisor
 Food, Fisheries & Aquaculture

Corrie Maeston

Corrie Maeston
 Microbiology Technician
 Food, Fisheries & Aquaculture

Report ID: 290318-OAS
 Report Date: 09-Oct-18
 Date Received: 24-Sep-18

CERTIFICATE OF ANALYSIS
 for
 ASD-W (HZ3)
 Department of Education
 250 King Street, Plaza 2000
 Fredericton, NB E3B 9M9

Attention: Tim McCluskey
 Project #: Not Available

rpc
 821 College Hill Rd
 Fredericton NB
 Canada E3B 8Z9
 Tel: 506.452.1712
 Fax: 506.452.0894
 www.rpc.ca

Semi-Volatile Organic Compounds in Water

RPC Sample ID:	290318-1	290318-1 Dup	290318-2	290318-3	290318-4
Client Sample ID:	23223	23223	23234	23245	22855
Date Sampled:	Harvey Elem. School DWS #2 24-Sep-18	Harvey Elem. School DWS #2 24-Sep-18	Keswick Ridge School DWS 24-Sep-18	Harvey High School DWS 24-Sep-18	Keswick Valley Memorial DWS 24-Sep-18
Matrix:	water	water	water	water	water
Analytes	Units	RL	MAC(AO)		
Benz(a)pyrene	mg/L	0.00001	0.00004	< 0.00001	< 0.00001
Pentachlorophenol	mg/L	0.0002	0.06	< 0.0002	< 0.0002
P-terphenyl d14	%	124	125	127	74
2,4,6-tribromophenol	%	122	122	122	85

This report relates only to the sample(s) and information provided to the laboratory.
 RL = Reporting Limit

Bruce Phillips
 Bruce Phillips
 Department Head
 Organic Analytical Services

Angela Colford
 Angela Colford
 Lab Supervisor
 Organic Analytical Services

Report ID: 290318-OAS
Report Date: 09-Oct-18
Date Received: 24-Sep-18

CERTIFICATE OF ANALYSIS

for
ASD-W (HZ3)
Department of Education
250 King Street, Place 2000
Fredericton, NB E3B 9M9


921 College Hill Rd
Fredericton NB
Canada E3B 0Z9
Tel: 506.452.1212
Fax: 506.452.0594
www.rpcc.ca

Method Summary

OAS-SV08: The Determination of Benzo (a) Pyrene and Pentachlorophenol In Water.

OAS-HC02: Determination of Volatile Organic Compounds in Water.

General Report Comments

MAC = maximum acceptable concentration; AO = aesthetic objective (CDWQG 2012)

Note = one of the thallicornethanes (THM): MAC for total THM is expressed as a locational running annual average of quarterly samples.

Report ID: 286715-IAS
Report Date: 07-Sep-18
Date Received: 27-Aug-18

CERTIFICATE OF ANALYSIS
for
ASD-W (HZ3)
Department of Education
250 King Street, Place 2000
Fredericton, NB E3B 9M9



921 College Hill Rd
Fredericton NB
Canada E3B 6Z9
Tel: 506.452.1212
Fax: 506.452.0594
www.rpc.ca

Methods

<u>Analyte</u>	<u>RPC SOP #</u>	<u>Method Reference</u>	<u>Method Principle</u>
pH	4.M03	APHA 4500-H ⁺ B	pH Electrode - Electrometric
Alkalinity (as CaCO ₃)	4.M43	EPA 310.2	Methyl Orange Colourimetry
Chloride	4.M44	APHA 4500-CL E	Ferricyanide Colourimetry
Fluoride	4.M30	APHA 4500-F- D	SPADNS Colourimetry
Sulfate	4.M45	APHA 4500-SO ₄ E	Turbidimetry
Nitrate + Nitrite (as N)	4.M48	APHA 4500-NO ₃ H	Hydrazine Red., Derivitization, Colourimetry
Turbidity	4.M06	APHA 2130 B	Nephelometry
Colour	4.M55	APHA 2020 Color (A,C)	Single Wavelength Spectrophotometry
Conductivity	4.M04	APHA 2510 B	Conductivity Meter, Pt Electrode
Trace Metals	4.M01/4.M29	EPA 200.8/EPA 200.7	ICP-MS/ICP-ES
Mercury	4.M52	EPA 245.1	Cold Vapor AAS

AMERICAN SCHOOL DISTRICT - WEST
FINANCIAL REPORT
FOR THE YEAR ENDING MARCH 31, 2019
AS OF FEBRUARY 29, 2019

AMERICAN
SD
FOR THE YEAR

Coding	Description	Actual	Frozen	Transfer / (Decrease)	Original Funding	Transfer Expenditure Plan	Change	Budget Transferred	Budget to Close	Budget Pending	Final Budget	Year-to-Date	Percent	Total	% Budget to Date	Variance	Variance Explanation	
																		30-Mar-19
	TOTAL INSTRUCTION & SCHOOL SERVICES	1,709,646	1,709,646	0.00	\$148,983,000	\$144,817,890	\$4,165,110	\$194,179	\$144,702,985	\$200,280	\$144,910,283	\$129,684,216	89.59%	\$115,633,671	80.46%	\$22,276,612	15.45%	
	TOTAL INSTRUCTION & SUPPORT SERVICES	607,472	608,305	48,833	\$17,438,400	\$17,494,400	\$56,000	\$608,331	\$18,132,831	\$0	\$18,132,831	\$17,217,590	94.98%	\$6,272,837	34.60%	\$11,855,241	65.39%	
	TOTAL SCHOOL MANAGEMENT & SUPPORT	158,146	158,146	0.00	\$7,758,400	\$8,150,400	\$392,000	\$894,108	\$8,044,292	\$0	\$8,044,292	\$8,738,728	108.59%	\$694,436	8.14%	\$85,144	1.04%	
	TOTAL PROGRAMS	8,500	8,500	0.00	\$1,270,400	\$1,282,400	\$12,000	\$1,280,249	\$1,317,299	\$200,280	\$1,517,579	\$1,383,121	91.19%	\$134,458	8.86%	\$134,458	8.86%	
	TOTAL ADMINISTRATIVE MANAGEMENT	0.00	0.00	0.00	\$839,800	\$350,900	0	\$4,591	\$54,791	\$0	\$4,791	\$381,228	45.52%	\$54,791	1.17%	\$0	0.00%	
	TOTAL FACILITIES	180,116	180,116	0.00	\$21,058,800	\$21,971,800	\$913,000	\$0	\$21,971,800	\$0	\$21,971,800	\$18,585,481	84.62%	\$22,778,255	103.58%	\$806,855	3.68%	
	TOTAL SUPPORT OPERATIONS	261,400	261,400	0.00	\$19,094,700	\$18,111,300	\$983,400	\$0	\$18,111,300	\$0	\$18,111,300	\$16,828,085	92.90%	\$12,883,283	71.19%	\$5,228,017	28.81%	
	TOTAL OPERATIONS	77,600	77,600	0.00	\$5,310,900	\$6,489,000	\$1,178,100	\$428	\$6,488,572	\$0	\$6,488,572	\$5,674,397	87.47%	\$8,460,009	129.92%	\$1,971,437	30.24%	
	TOTAL	2,997,927	2,998,440	48,513	\$247,099,300	\$247,289,300	\$190,000	\$5,280,432	\$251,949,982	\$0	\$251,949,982	\$238,021,289	94.47%	\$281,949,982	110.85%	\$43,878,693	17.28%	

Information required from District.

Close this window!

Email sent 25/03/2019 3:32:17 PM

Poster SchoolDude Message Center

Poster Email message.center@smtp.schooldude.com

Emailed To linda.dempsey-nicholson@nbed.nb.ca;morgan.cosman@hotmail.ca

Subject Your requested schedule is activated.(Event:Zumba Fitness with Morgan Cosman)

Email Content:

(This message is to notify you of a new schedule request.)

The facility schedule request listed below is approved and activated.

FS Schedule ID: 5217
Event Title: Zumba Fitness with Morgan Cosman
Event Time: 7:30PM
Event Setup Time: 7:30PM
Event Breakdown Time: 8:30PM
Recurrence Pattern: Weekly
Schedule Start Date: Apr 10, 2019
Schedule Stop Date: Jun 19, 2019
Status: Approved
Schedule State: Activated
Organization: Morgan Cosman Zumba Fitness
Location: FEC - Keswick Valley Memorial School
Building:
Area(Buildings|Rooms): (Single Gymnasium)
Events:

Date : 10/4/2019
Start Time : 7:30 PM
End Time : 8:30 PM
Location : FEC - Keswick Valley Memorial School
Building :
Area :
Room(s) : Single Gymnasium

Date : 17/4/2019
Start Time : 7:30 PM
End Time : 8:30 PM
Location : FEC - Keswick Valley Memorial School
Building :
Area :
Room(s) : Single Gymnasium

Date : 24/4/2019
Start Time : 7:30 PM
End Time : 8:30 PM
Location : FEC - Keswick Valley Memorial School
Building :
Area :
Room(s) : Single Gymnasium

Date : 1/5/2019
Start Time : 7:30 PM
End Time : 8:30 PM
Location : FEC - Keswick Valley Memorial School

End Time : 8:30 PM
Location : FEC - Keswick Valley Memorial School
Building :
Area :
Room(s) : Single Gymnasium

Close this window!

**Community Use of Schools Application Form
ASD-W-407-1-A
Anglophone West School District**

After hours FACILITIES emergency # 1-866-569-2981
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Page 1/2

School Requested			
Facilities Requested <input type="checkbox"/> Gymnasium (Single) <input type="checkbox"/> Gymnasium (Double) <input type="checkbox"/> Cafeteria <input type="checkbox"/> Library <input type="checkbox"/> Theatre <input type="checkbox"/> Classroom (how many? _____) <input type="checkbox"/> Shop <input type="checkbox"/> Playfields/Grounds <input type="checkbox"/> Other: _____			
Type of Activity		No. of Participants Children: _____ Adults: _____	
Additional Requirements <input type="checkbox"/> Chairs (how many? _____) <input type="checkbox"/> Tables (how many? _____) <input type="checkbox"/> Other: _____ * User group is responsible for set up and take down. "Other" must be specified and is subject to the written approval of the Principal.			
Singular or Irregular Use	Specify each Date and Time below		
	Date	Start Time-End Time	Date
Note: User will be charged for all rental days requested unless the User provides seven (7) days' notice of cancellation prior to the scheduled activity. It is the User's responsibility to contact the school for notifications (other than storm cancelled days).			
Continuing Use	Day(s) of the Week:		Time Start:
	Time End:		
	First Date Requested:		Last Date Requested:
	Dates to Exclude:		
Note: User will be charged for all rental days requested unless the User provides seven (7) days' notice of cancellation prior to the scheduled activity. It is the User's responsibility to contact the school for notifications (other than storm cancelled days).			
User Group Name			
User Group Address			
User Group Website and/or Email			
User Group Rep. Name		User Group Rep. Email	
Day Phone	Evening Phone	Cell	
User Group Supervisor Name		User Group Supervisor Email	
Day Phone	Evening Phone	Cell	
Category of Use (Policy ASD-W-407-1A)	<input type="checkbox"/> Category A	<input type="checkbox"/> Category B	<input type="checkbox"/> Category C
	<input type="checkbox"/> Not-For-Profit	<input type="checkbox"/> Not-For-Profit	<input type="checkbox"/> Not-For-Profit
	<input type="checkbox"/> For-Profit	<input type="checkbox"/> For-Profit	<input type="checkbox"/> For-Profit

COMMUNITY USE OF SCHOOLS

Custodial Fees

No Custodial Fee if activity is during regularly scheduled custodial hours.	\$20 per each hour if outside of regularly scheduled custodial hours may apply. A minimum of 3 hours is required for large events (additional hours may apply). Custodial requirements for small events will be determined by Principals' discretion.
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- HST will be added to all fees.
- Regularly scheduled custodial hours may vary from one school to another.
- Regularly scheduled custodial hours change over March Break, Christmas and summer periods.
- Custodial Fees may apply even when there is no Rental Fee.

Rental Fee Schedule

Facility	1 Hour	2 Hours	3 Hours	4 Hours	Over 4 Hours
Gym - Single	33	55	77	88	121
Gym - Double	44	66	88	110	220
Theatre	110	220	275	330	550
Cafeteria	66	88	99	110	165
Classroom	33	55	66	77	99
Other, ex. Shop	44	66	88	110	154

- HST will be added to all fees.
- Minimum 1 hour rental.

Rental Fees are based on type of group, space rented and length of rental time.

Category	Description	Fee
Category A	-Youth Public Service -Charitable Groups	No Rental Fee
Category B	-Public Service, Private Events, Commercial, General	60% of Rental Fee – Not-For-Profit 100% of Rental Fee – For-Profit
Category C	-Mutually agreed upon Not-For-Profit or For-Profit Partnerships for Preschool and School aged Children and Teacher Professional Development	Rental Fee may be reduced based on a mutually agreed upon equal exchange of services to rent under Category B
Category D	-After School/Day Care Programs	50% of Rental Fee – Not-For-Profit 60% of Rental Fee – For-Profit

COMMUNITY USE OF SCHOOLS**Application of Custodial Fees for Community Use of Schools**

- **No custodial fee will be applied to Community User Groups if their activity is scheduled during regularly scheduled custodial hours. Regular custodial schedules vary from school to school and change over March Break, Christmas and summer periods.**
- **For large events like tournaments, fundraisers, dances, etc. there will be a minimum 3 hour custodial fee (pre-scheduled) that may include the opening and securing of the building when required. However, at the Principal's discretion, a custodian may be requested to be onsite for additional hours or the entire duration of a large event, plus an additional ½ hour prior to the event for opening as well as an additional ½ hour after the event to ensure the securing of the building. Custodial fees are charged at \$20/hr. + HST. Custodians are required to submit a time sheet. User Group Custodial Fees are payable to the Minister of Finance.**
- **For small events like book club meetings, Zumba classes, music classes, etc., at the Principal's discretion, a custodial fee may not apply if the User Group is a known partner, has access to the building, accepts responsibility for the opening and securing of the building and accepts responsibility to leave the building in the same condition it was found.**
- **If the Principal determines after an event has occurred, that the User Group has not sufficiently left the building in the same condition it was found as per the above agreement, the Principal will first contact the User Group to work out a mutually agreeable solution. If the situation remains unresolved to the Principal's satisfaction, the User Group will be notified by the Principal that custodial cleaning has been arranged and the cost of the additional cleaning will be invoiced to the User Group at \$20/hr. + HST.**

COMMUNITY USE OF SCHOOLS

Category: Facilities

September 2014

Policy Statement

Anglophone West School District endorses the use of the district school premises/facilities by individuals and organizations whose purpose and activities are of an educational, cultural, recreational or community service nature, and who fulfill the conditions established in Department of Education Policy 407: Community Use of Schools.

School facilities will be made available to the general community. The use of Education facilities must not place the school system in competition with private sector interests.

Definitions

- "District" means District Education Council through the Superintendent.
- "User" means the community group, either an individual or an organization, who has applied for and received permission to use a specific school facility.
- "Application" means a request to use school facilities via a *School Facilities Use Application & Agreement* form.
- "Agreement" means a *School Facilities Use Application & Agreement* form which has been approved by school and district personnel.
- "Activity Supervisor" means person responsible for the "Users" during the community use.
- "Activity Representative" is the contact person representing the User Group.

Parameters for Community Use

Applications for the use of school premises/facilities shall be available from the Anglophone West School District website <http://www.asd-w.nbed.nb.ca>

1. The primary use of school facilities is for the delivery of public education programs.
2. The use of school premises/facilities shall not interfere with the normal operations of the school and public safety shall be the primary consideration when entering into a school use agreement.
3. School facilities will be made available to the general community with priority to non-profit community activities for youth.
4. It is recognized that municipalities or local service districts may choose to coordinate and negotiate school usage agreements for recreational activities in their communities.

COMMUNITY USE OF SCHOOLS**Category: Facilities****September 2014**

17. Prior approval of the School Principal and/or the District shall be required before any posters or signs are displayed by the user.
18. Requests to permit alcoholic beverages or games of chance (e.g. bingos, lotteries) on school property may be approved by the Superintendent, and only on condition that a copy of any applicable license is submitted to the Superintendent prior to the event. *Requests to permit alcoholic beverages on school property will be granted only in exceptional circumstances by the Superintendent.*
19. The *Smoke-free Public Places Act* (October 1, 2004) prohibits smoking in all school buildings, on all school grounds and in all vehicles on school property. The *Act* states: "the manager of a place, area or vehicle where smoking is prohibited shall ensure that no person smokes in that place, area or vehicle". It is understood that the Supervisor as named in the *School Facilities Use Application & Agreement* is responsible to enforce the *Smoke-free Public Places Act*.
20. Appropriate footwear shall be worn by participants during sporting activities in the gymnasium to prevent damage and markings on the gym floor. All other uses of gym floors shall require removal of outdoor footwear unless a protective covering is placed on the floor. Floor Hockey/Ball Hockey is not permitted as a User Group activity.
21. It shall be the responsibility of the User to provide all expendable materials required for User activities.
22. School equipment of any kind shall not be used without the expressed written permission of the School Principal.
23. Authorization by the School Principal shall be required before any equipment or furniture is moved. Due care of the floor shall be exercised in any moving of equipment which shall be returned to its original position.
24. Any decorations which Users wish to set up must meet current Fire Marshall Regulations. Users can consult the School Principal.
25. To conform to Fire Marshall Regulations, "Candles or any other item which contains an open flame", is strictly forbidden.
26. When Users will be staying overnight in a school the User shall comply with Bulletin 2013-01 issued by Public Safety – Office of the Fire Marshall.
27. The User shall be held financially responsible for property damage or loss caused by the User including the User's members, guests and participants.
28. The School District shall establish a fee schedule for the use of school premises/facilities. (See Appendix A) The fee schedule will be reviewed annually and any changes implemented at the beginning of the school year. Copies of fees should be forwarded to the Director of Finance & Administration.