



UWSA

THE UNIVERSITY OF WINNIPEG
STUDENTS' ASSOCIATION

Open Session Package

July 27, 2022 Meeting of the
UWSA Board of Directors

This package contains minutes and
motions duly submitted to the Chair
of the UWSA Board of Directors



5 Chair of the Board Appointment Motion

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University of Winnipeg Students' Association Board of Directors

OPEN Session Meeting Minutes, June 22, 2022 – 5:30 p.m.

Virtual Meeting due to the COVID – 19 Pandemic

Board in Attendance:

Interim Chair of the Board: Anjola Aderinto

Secretary of the Board: Emmanuel Oladele

President: Kiratveer (Kirt) Singh Hayer

Vice-President Student Affairs: Reza Saker Hossain

Arts Director: Umar Awan

Community Liaison Director: Sarah Anderson

Emerging Leader Director (2nd Year): Faith Marcial

Emerging Leader Director (2nd Year): Amanpreet Singh Gill

Science Director: Kaynat Grewal

Part-Time/Mature Students' Director: Clifford Stornel

Student Living Director: Vlad Samon

International Students' Co-Director: Christine Quiah

Board Absent:

Vice-President External Affairs: Jonathan Henderson

Business and Economics Director: Jaspinder Kaur Dhillon

Emerging Leader Co-Director (2-year term): Shubhdeep Kaur

Racialized Student Co-Director: Oyin Akinboye

Recreation & Athletics Co-Director: Vandan Khunt

International Students Co-Director: Tomiris Kaliyeva

University of Winnipeg Students' Association Board of Directors

OPEN Session Meeting Minutes, June 22, 2022 – 5:30 p.m.

Virtual Meeting due to the COVID – 19 Pandemic

Indigenous Student Association Director: Gracie Grift

Staff in Attendance:

Thomas Hanan, Interim General Manager

Olayemi Oleye, Chief Financial Officer

Tom Sidebottom, Chief Operating Officer

Open Session

1. Call to Order

The regular monthly meeting of the University of Winnipeg Students' Association Board of Directors was held on June 22, 2022, via a virtual meeting due to the COVID-19 pandemic. The Chair called the meeting to order at 5:45 PM, following the confirmation of quorum, the house continued to the agenda.

2. Introduction Circle

Chair asks all in attendance to write into the chat with their name, position, and pronouns.

3. Approval of the Order of Business

Cliff S. moves to approve order of business.

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Motion carries

4. Special Business

a. Director Resignation

Kirt H. reads out the resignation of Deep Thind:

“Dear Board Members of the UWSA,

I am writing to inform you of my resignation from my position as

Emerging-Leader Co-Director for the 2-year term. I have truly enjoyed the

opportunity to work with everyone in the UWSA and am thankful for the

skills I take back with me as I start my career working full time in a lab. I

wish you all nothing but the best in the future.

Warm Regards, Deep”

Cliff S. moves to accept resignation

Motion carries

b. Financial Report

O. Olaleye shares a look at the financial year to date. Generally, a positive

performance and we got back more than we budgeted for. He asks if

there are any questions and Vlad S. thanks him for the presentation.

University of Winnipeg Students' Association Board of Directors

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5. Consent Agenda

a. Reports

i. Executive Reports

Kirt H.

- Provincial advocacy, met with Cindy Lamoureux, and Jamie Moses.
- Attending post-secondary consultation on June 16 and this consult was more promising.
- Met with MAAPS about international student healthcare. He is now the vice chair of MAAPS.
- Alternate grading initiative, More than a Door, Lobbying government for international students, discussed advisory circle, daycare green space.
- Introducing the Sport of Cricket
- Students brought worries of long waitlists for courses and was able to help with the University
- Met with Fraser University and toured the university.
- Tom Sidebottom is the new COO and was hired.
- The UWSA exec are working on their team charter. Will be presenting to the new COO, staff, directors, and university.

Reza H.

- Those who are new, VPSA, his role is to help with student advocacy and have helped 20 students in the last 2 months with academic misconduct cases.
- Working on campus improvement.
- Senate Meeting as well as board of regents
- Currently working on internal issues that will be discussed in our closed session

ii. Director Reports

Amanpreet G.

- Nothing to report

Faith M.

- Welcomes new directors, and open to help any new directors.

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Kaynat G.

- Trying to get on campus career opportunities in sciences, and trying to continue work of previous director

Sarah A.

- Couple things to report, was previous accessibility director, started More than a Door campaign to get automatic openers for doors put in.
- Negotiating with university in many different meetings
- Met with T. Sidebottom and T. Turner and the University
- University was able to purchase more operators, 70 which is exciting progress
- Meeting with events team and T. Turner about planning celebration for September
- Community liaison, was working with previous COO to work on different disability organizations 6 or 7 to help improve our training module

Umar

- Nothing to report excited for a new year

b. Minutes

- BOD 220330 OPEN
- EXEC 220421 OPEN
- DMC 220310 OPEN
- DMC 220414 OPEN
- DMC 220510 OPEN

Kirt H. moves to approve entire consent agenda omnibus

Motion carries

6. Communications

- UWSA Projects update: Daycare and U-Pass – Ted

T. Turner gives a quick update on the daycare expansions, have submitted to early learning and childcare for up to 650,000 to give 42 more spaces and

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working closely with departments. He thanks Kirt H. for coming out and showing leadership which is important.

7. New Business

a. Committee Appointment Motion

All board members share their first and second choice. Some board members join multiple committees for now in order for them to meet and committee appointments will be shuffled again at the next board meeting.

Kirt H. moves to appoint directors to the following committees:

By-Law and Policy: Cliff S., Kirt H., Reza H., Kaynat G.

CERC: Vlad, Faith M., Sarah A.

Exec: Umar A. , Christine Q. , Jon H., Kirt, Reza

F&O: Kirt H., Reza H., Vlad S.

SLC: Faith M., Christine Q., Kaynat G.

Motion Carries

Sarah A. moves to enter closed session

Motion carries

Closed Session

8. Consent Agenda

a. Minutes

i. BOD 220330 CLOSED

ii. BOD 220407 CLOSED

iii. EAB 220324

9. Communication

10. New Business

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11. Other Business

- a. Next Meeting of the Board: April 27, 2022 at 5:30 p.m.
- b. Picking up the Director handbooks at Info Booth

12. Adjournment

Sarah A. moves to adjourn at 6:53 PM

Motion carries.

Executive Committee – Open Session Minutes

July 13, 2022

Virtual Meeting due to Covid-19 Pandemic



In attendance:

Chair – Kirt Hayer, President

Member – Umar Awan, Arts Director

Member – Reza Saker Hossain, Vice President Student Affairs

Member – Jonathan Henderson, Vice President of External Affairs

Staff in attendance:

Scribe – Thomas Hanan, Admin Assistant

Tom Sidebottom, Chief Operating Officer

Absent:

Member – Christine Quiah, International Students' Co-Director

1) Call to Order

Meeting called to order at 10:05 AM. following the confirmation of quorum.

2) Order of Business

Jonathan H. moves to approve order of business

Motion carries

Reza H. moves to enter closed session

Motion carries.

3) New Buisness

a. Chair Hiring Recommendation

Jonathan H. moves to enter open session.

Motion carries

Reza H. moves to approve Carter Wiens for the role of Chair of the Board

Motion carries

4) Adjournment

Jonathan H. moves to adjourn at 10:15AM

Motion carries

Campaigns and External Relations Committee – Open Session Minutes July 13, 2022

Virtual Meeting due to Covid-19 Pandemic



In attendance:

Chair – Jonathan Henderson, Vice President Student Affairs

Member – Faith Marcial, Emerging Leader Director

Member – Sarah Anderson, Community Liaison Director

Absent:

Member – Vlad Samon, Student Living Director

Staff in attendance:

Scribe – Thomas Hanan, Admin Assistant

1) Call to Order

Meeting called to order at 12:35 p.m. following the confirmation of quorum.

2) Approval of the Order of Business

**Sarah A. moves to approve order of business.
Motion carries.**

3) New Business

a) Truth and Reconciliation Week

Jonathan H. explains this is a big event that this committee will work on. He is looking into having Murry Sinclair have as a keynote speaker, have a banquet kind of event.

- Considering having Geraldine Shingoose, who presented at the UWSA Director Orientation, do a residential school's presentation
- Hoop dancer
- CFS wants to do a national online event
- Reaching out to Red River
- Orange Shirt Purchases, ordered 250 last year
- Meeting with UofM students for tomorrow evening. 5PM tomorrow, if anyone from the committee want to join.

b) Unsheltered Relatives

Bigger events they did last year handing out hot meals last year to unsheltered relatives, this committee will start planning for September.

**Campaigns and External Relations Committee –
Open Session Minutes
July 13, 2022**
Virtual Meeting due to Covid-19 Pandemic



c) More Than a Door Campaign

- CERC can help work on this
- Sarah is in the middle of arranging with Ted. As a result of the campaign, The University got 70 operators that they can install. Sarah is in the middle of trying to plan an event for September to let the students know.
- Just in the preliminary planning stage currently.

d) CERC Scheduling

- Jonathan H. is away the first week of August and then his partner is having a baby at the end of August.
- Sarah A. has practicum so a new time will need to be found once school starts up again.

4) Adjournment

Sarah A. moves to adjourn at 12:53 p.m.
Motion carries

Student Life Committee – Open Session Minutes

July 15, 2022

Virtual Meeting due to Covid-19 Pandemic



In attendance:

Chair – Reza S. Hossain, Vice President Student Affairs

Member – Kaynat Grewal, Science Director

Member – Faith Marcial, Emerging Leader Director

Absent:

Member – Christine Quaih, International Students' Co-Director

Staff in attendance:

Sam Sarty, Events Manager

Scribe – Thomas Hanan, Admin Assistant

1) Call to Order

Reza H. calls the meeting to order at 4:32PM

2) New Business

a) Student Group Applications:

i) Black Student Union

Applying to renew their status for next Academic Year as a Recognized Student Group.

Faith M. moves to approve Black Student Union

Motion carries

ii) University of Winnipeg Golden Key

Applying to be an affiliated student group.

Kaynat G. moves to approve UW Golden Key

Motion carries

iii) Geography and Environmental Students Association

Applying to renew their status for next Academic Year as a Recognized Student Group

Kaynat G. moves to approve Geography and Environmental Students Association

Motion carries

iv) University of Winnipeg Soccer:

Applying to renew their status for next Academic Year as a Recognized Student Group

Student Life Committee – Open Session Minutes

July 15, 2022

Virtual Meeting due to Covid-19 Pandemic



Kaynat G. moves to approve UW Soccer
Motion carries

v) UW-Manitoba Council for Exceptional Children
Applying to renew their status for next Academic Year as a Recognized Student Group

Faith M. moves to approve UW-Manitoba Council for Exceptional Children
Motion carries.

b) Student Funding:

UW Campus Conservatives:

They are looking for \$2000 for an event that took place mid-june.

Reza H.: Max we can approve is \$1000. The event is past it's due date. See if they are still in need of the fund up to \$1000. Suggests to follow up.

Faith M.: Expresses concerns over only helping fund ten students.

Reza H.: Doesn't help the broader university community.

Kaynat G. moves to approve \$1000
Motion fails

Psychology Student Association:

Cover the cost of a speaker for upcoming mental health keynote. Requested \$2000.

Kaynat G. moves to approve for \$1000 for the Psychology Students Association
Motion carries

3) Adjournment

Adjournment at 4:46 P.M.
Motion Carries.

MOTION TO THE UWSA BOARD OF DIRECTORS: CHAIR OF THE BOARD APPOINTMENT

MOVED BY:

WHEREAS the UWSA Executive Committee approved the hire of Carter Wiens for the role of Chair of the Board.

BE IT RESOLVED THAT the UWSA appoint Carter Wiens as Chair of the Board to begin immediately

UWSA Finance and Operation Committee Daycare Expansion Proposal July 2022

As a student owned and operated facility at UWinnipeg, the UWSA Daycare's mandate is to maintain a ratio of 50% UWinnipeg students, 25% UWinnipeg faculty/staff and 25% community members.

The current waiting list for child care spots at the UWSA Daycare is 147 with 48 of these being student parents. Presently, all infant spaces for 2022 and 2023 are assigned.

Based on the demonstrated need evident from long standing and substantial waiting lists for (especially student) parents seeking child care at the UWSA Daycare, The UWSA has submitted a capital building fund proposal (attached) to the Provincial Department of Early Learning and Child Care for up to \$600K toward a proposed new Daycare Expansion to add 42 new spaces (24 infant/18 preschool). This application was submitted with a caveat that certain requirements (confirmation of UWSA core funding and confirmation from UWinnipeg for approval of the build and any possible funding contribution) would be deferred and exempted until that info can be provided. This flexibility was provided so that we could expedite our application to be received and assessed within the soonest available opportunity for government.

The Provincial Building Fund provides approved project proponents with capital grant funding of 40 per cent up (40%) to a maximum of \$600,000.00 towards the total eligible projects.

In April of this year UWSA F&O Committee approved 30K toward the production of preliminary architecture and design documents (see option 1, attached), as required to proceed with our application for funding from the Provincial government.

The next required step in this process is the approval of \$650K of core funding in order to proceed with the project.

Our current (Class D) estimate (attached) is \$1,472,845 (before GST) for the project.

With approved core UWSA funding of \$650K along with (if approved) \$600K of provincial funding, we would seek an additional (approx.) \$300K in partnership from UWinnipeg and/or the UWinnipeg Foundation to complete the project budget (UWinnipeg had contributed \$150K to a previous expansion effort in 2017). In the event that these partnership efforts might not secure the full (approx.) \$300K required, we would return to this committee with a supplementary funding request to complete the project budget.

Construction is estimated occur from March – October 2023, with the opening of the expanded addition estimated for October – November 2023. Please also see the attached Projected Schedule of Milestones for UWSA 2022/23 Daycare Expansion.

UWSA Finance and Operation Committee Daycare Expansion Proposal July 2022

Motion:

Whereas a need for additional childcare spaces has been clearly established through long standing and substantial waiting lists for (especially student) parents seeking child care at the UWSA Daycare;

And,

Whereas the UWSA previously approved \$30K toward the production of preliminary architecture and design documents, as required to proceed with an application for funding to the Provincial Department of Early Learning and Child Care;

And,

Whereas the UWSA has since submitted an application for funding to the Provincial Department of Early Learning and Child Care for up to \$600K toward a proposed new Daycare Expansion to add 42 new spaces (24 infant/18 preschool);

And,

Whereas the present balance of approx. \$2M of the UWSA Building Fund can accommodate this funding request;

Be it Resolved That:

The UWSA allocate \$650K from the UWSA Building Fund toward an expansion of the UWSA Daycare to add up to 42 new spaces (24 infant/18 preschool) provided that the remaining cost can be funded from other sources (government/University/other) as proposed.

Projected Schedule of Milestones for UWSA 2022/23 Daycare Expansion

April – May 2022: Funding approved (\$30K) and preliminary architecture and design documents created/start work on grant application. Meetings with ELCC/UWinnipeg. Begin Work with UWinnipeg to develop and confirm proposed project management team and schedule.

June 2022: Submit Building Fund application to ELCC with certain exemptions and deferment of items in progress. Continued meetings with ELCC/UWinnipeg. Continued development of architecture and design documents.

July 2022: Approval of \$650 K core project funding By UWSA Board, provide minutes to ELCC. Continued meetings with ELCC/UWinnipeg. Finalize detail design documents and update construction cost estimates.

August - September 2022: Provide letter of support for project from UWinnipeg to ELCC. Confirm any management team role by University of Winnipeg Campus Renewal Corporation. Confirm any funding support role by UWinnipeg Foundation. Continued meetings with ELCC/UWinnipeg.

September – December 2022: Receive confirmation of Government funding. Confirmation of any further funding required (UWinnipeg, UWinnipeg Foundation, other, or additional from UWSA), provide notice of confirmation of additional funding to MLCC.). Continued meetings with ELCC/UWinnipeg. Continued development of architecture and design documents.

January - February 2023 – Work with UWinnipeg to submit request for proposals for contractor and construction. Continued meetings with ELCC/UWinnipeg.

February -March 2023 – Work with UWinnipeg to select and hire contractor, confirm scope of work and construction schedule). Continued meetings with ELCC/UWinnipeg.

March – October 2023: Construction.

October 2023: Site Inspections, Licensing and approvals.

October – November 2023: Opening of new addition.

CAPITAL BUILDING FUND PROPOSAL

To be completed by the applicant for Community-Based Capital Building Grant Funding

Organizations are required to submit their completed proposal to (ELCC) Program at CCGF@gov.mb.ca for review and assessment of project eligibility. Those that demonstrate community need, secured financing, readiness to proceed and on-going operational viability may be recommended for approval of capital grant funding of 40 per cent (40%), up to a maximum of \$600,000.00 toward the development of new licensed child care spaces.

All applications will be fully reviewed and should additional information be required, you will be contacted. Please feel free to submit any other information that may help with the assessment of your project.

Please complete the capital building fund proposal provided in this guide electronically and email all the required documents to CCGF@gov.mb.ca. Handwritten proposals will not be accepted for review and assessment of project eligibility.

Capital Project Proposal

**for consideration of Manitoba Early Learning Child Care
Community-Based Capital Building Grant funding.**

Project Name: UWSA Daycare Expansion

**Prepared by: Ted Turner
[UWSA Daycare]
[Ted Turner
[UWSA Manager of Special Projects]
[204-786-9779]
[t.turner@theuwsa.ca]**

Date of Proposal: June 17th, 2022

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2 CAPITAL BUILDING FUND PROPOSAL

2.1 Proposal Summary

UWSA Daycare Expansion

Mission Statement

UWSA Day Care is a not – for – profit organization, committed to providing safe, high quality, multicultural and inclusive child care for University of Winnipeg students, staff, and faculty, and for members of the community on a full time or part time basis, accommodating the needs of parents.

The goal of University of Winnipeg Student Association and Day Care’s Management Committee is to ensure happy children, satisfied parents, and high-quality staff in a respectful and healthy environment.

Vision

The UWSA Day care is committed to meeting the needs for high quality childcare for University of Winnipeg students, faculty, and staff, and for members of the community at large. The UWSA Daycare also enriches the academic scope of UWinnipeg by offering practicum and work placement opportunities for UWinnipeg students. We also provide practicum learning opportunities in conjunction with Red River Community College, Manitoba Institute of Trades and Technology, Louis Riel School division and the University of St. Boniface.

Previous Expansion

In 2017 we received a grant from the capital building fund to expand the centre to add 20 infant and 12 pre-school spaces. This resulted in an increase in the total licensed child care spots at the facility to 128, up from the previous 96 total spots. This project had a budgeted cost of \$1,165,000 and a funding structure as follows:

\$600,000.00 UWSA Building Fund

\$415,000.00 Provincial Grant

\$150,000.00 University of Winnipeg

We worked closely with UWinnipeg and the UWinnipeg Campus Renewal Corporation to carry out the project management and construction of the project. The construction phase of the project was approx. three months.

These additional 32 spaces were filled upon project completion and have continued to be fully allocated since the opening of the successful new edition.

Proposed Second Expansion

To meet the continually growing need from UWinnipeg students, staff and community for additional child care on campus we are proposing to develop a further four rooms in order to add an additional 42 spaces (24 infants and 18 pre-school spaces) to our existing center.

The site for this proposed expansion is immediately adjacent to the first expansion and would build on and re-purpose present campus parking lot space.

The project would have a maximum of 3400 allowable total square foot area for expansion.

The preliminary estimated project cost for the expansion is \$ 1,599.872

We project arriving at a Class C estimate by July 2022

We project arriving at a Class B estimate by October 2022

We estimate project construction to start as early as April of 2023 and to conclude within eight months of start date.

Projected Schedule of Milestones for Second Expansion

April – May 2022: Funding approved (\$30K) and preliminary architecture and design documents created/start work on grant application. Meetings with ELCC/UWinnipeg. Begin Work with UWinnipeg to develop and confirm proposed project management team and schedule

June 2022: Submit Building Fund application to ELCC with certain exemptions and deferment of items in progress. Continued meetings with ELCC/UWinnipeg. Continued development of architecture and design documents.

July 2022: Approval of \$650 K core project funding By UWSA Board, provide minutes to ELCC. Continued meetings with ELCC/UWinnipeg. Finalize detail design documents and update construction cost estimates

August - September 2022: Provide letter of support for project from UWinnipeg to ELCC. Confirm any management team role by University of Winnipeg Campus Renewal Corporation. Confirm any funding support role by UWinnipeg Foundation. Continued meetings with ELCC/UWinnipeg.

September – December 2022: Receive confirmation of Government funding. Confirmation of any further funding required (UWinnipeg, UWinnipeg Foundation, other, or additional from UWSA), provide notice of confirmation of additional funding to MLCC.). Continued meetings with ELCC/UWinnipeg. Continued development of architecture and design documents.

January - February 2023 – Work with UWinnipeg to submit request for proposals for contractor and construction. Continued meetings with ELCC/UWinnipeg.

February -March 2023 – Work with UWinnipeg to select and hire contractor, confirm scope of work and construction schedule). Continued meetings with ELCC/UWinnipeg.

March – October 2023: Construction.

October 2023: Site Inspections, Licensing and Approvals.

October – November 2023: Opening of new addition.

2.2 Organization and Project Information

1. Please identify the primary contact person for your project.

Project Team Lead Name:

Ted Turner _____

Name of Proposed Child Care Facility: UWSA Daycare

Address: 548 Furby place / 0R30 – 515 Portage Ave

City/ Town: Winnipeg Postal Code: R3B 2E9

Contact phone number: _

204-786-9889 _____

Contact email address: t.turner@theuwsa.ca

2. Will the proposed facility be a new or existing child care facility?

☐ New Building ☒ Addition/ renovation on an existing site (go to next question)

If **new building**, please state the proposed project location:

Address: _____

City/ Town: _____ Postal Code: _____

☒ Lease building ☐ Own Building

☒ Lease land ☐ Own Land

☐ On School Property (detached building). **Please provide written confirmation of the approval from the school division.**

☐ On School Property (inside school space). **Please provide written confirmation of the approval from the school division.**

3. **If existing child care facility, please provide the following information:**

Facility license identification number: 1074
Non-profit incorporation legal name: University of Winnipeg Students' Association Inc.
Operating name (if different from legal name):
Location address: 548 Furby Place
City/ Town: Winnipeg
Postal code: R3B 2E9
Email address: i.berdnikova@theuwsa.ca
Phone number: 204-786-9898

4. **Describe the Project:**

- ☐ Construction of a new building
- ☐ Renovations to an existing building/site
- ☒ Addition to an existing building

5. **Will your project have a specialized programming? Check all that applies.**

- ☐ Francais
- ☐ French Immersion
- ☒ Indigenous
- ☒ Newcomer families
- ☒ Servicing low-income community
- ☒ Part-time and/or casual child care
- ☐ Extended hour care
- ☒ Employment, training and entry
- ☐ Other. Please specify: _____

Partnerships:

Name any partner organizations involved in the capital project, and describe the nature of partners' involvement. For example, a property developer partnering with non-profit child care facility or education institutions, community service organizations.

- University of Winnipeg: YET TO BE CONFIRMED, landlord, build management and facilities support in all areas required, also exploring possibility of financial role.

- University of Winnipeg Foundation: YET TO BE CONFIRMED, exploring possibility of financial role.
- University of Winnipeg Campus Renewal Corporation: YET TO BE CONFIRMED, exploring possible project management team role.

2.3 Eligibility Criteria

Information provided in the following section will be used to determine project eligibility.

2.3.1 Criterion 1 - Demonstrated Community Need

a) How do you determine and assess your community needs for child care?

As a student owned and operated facility at UWinnipeg, our mandate is to maintain a ratio of 50% UWinnipeg students, 25% UWinnipeg faculty/staff and 25% community members.

The UWSA Daycare is consistently unable to meet the demand it receives for childcare placements by UWinnipeg Students, UWinnipeg Faculty/Staff and community members who reside near campus. This results in chronic and ongoing waitlists for these groups needing childcare in order to study or work at UWinnipeg and/or while residing near our downtown campus. Our current waitlist, from start of Sept 2021 to end of May 2022, is 168 children, two thirds of which are infants. Of our current waitlist, 48 are student parents. Moreover, all existing infant spots for 2022 and 2023 have been assigned.

Our waitlist, and specifically student waitlist, has been increasing at greater levels for several years.

Also, based on past data, most of the children on our wait list are unlikely to receive a spot unless a presently allocated spot is relinquished.

This service shortage is now being compounded as UWinnipeg continues the process of returning to in-person classes and we are fielding several new requests for childcare daily that we cannot accommodate.

.

Many student parents are either left waiting with uncertainty about how their child care needs will be met as they, or in order for them to, attend UWinnipeg. These students are left making difficult choices that have negative effects on their studies. Student

parents most affected by socio-economic barriers in accessing post-secondary education generally can be most adversely affected by this shortage of available daycare spots on campus.

Many students can't attend in-person classes because they don't have childcare. Often students have no choice other than to take infants to their classes which can have negative effects on their academic success. The need for greater levels of child care for students at UWinnipeg is very present and tangible.

b) What was the outcome from your assessment?

Our center is consistently not able to meet the growing childcare needs of the UWinnipeg Campus and surrounding community.

Near campus and Downtown, infant subsidised spaces are very limited. There are private facility options but these can often be priced outside of what is reasonable or possible for student parents.

Based on the requests we receive consistently, Infant and toddler spots are most needed for student and faculty/staff parents (75% of our constituency). We find that older pre-school spots are needed more for community members on balance.

Greater levels of affordable, accessible high-quality child care on campus will serve to meet a well established need.

The UWSA has invested \$30,000 in the production of conceptual architecture and design documents for the proposed UWSA daycare expansion. We have provided the documents produced to date and will continue to submit further work as it is completed.

c) Have you consulted the stakeholders of your community? If yes, please describe.

As a student owned and operated facility we are in constant communication with our student members. The 48 student parents on our present waitlist explicitly demonstrate that student stakeholders are not being accommodated at the levels they request and require. We are also in regular conversation with UWinnipeg Faculty staff as this group is also often left waiting for spaces for childcare on campus. We also have a well established relationship with Spence Neighbourhood Association and work regularly to find space for SNA referred families.

The University of Winnipeg provides constant site management and support to the UWSA daycare through meeting all building and grounds needs including security services and regular safety inspections.

The University of Winnipeg is working with the UWSA to lead certain aspects of the proposed site requirement assessment and subsequent construction process.

Also, over the course of the pandemic we have welcomed several children whose parents are HSC staff, public health nurses and doctors. We strive to continue to provide care for those families and further develop these relationships.

The UWSA daycare is a unique environment where student parents, faculty and staff from UWinnipeg and community residents form a shared and diverse community where inclusivity and dynamic campus supported programming results in a proven record of exceedingly high standards of child care. This proposed, and clearly needed expansion, would provide an additional (approx..) 20 student, 11 faculty/staff and 11 community placements respectively in accordance with our allotment ratio going forward.

d) Describe the current number of existing licensed child care spaces in the community:

	Number of children waiting for child care in your community:	Number of existing licensed spaces:	Number of vacancies in licensed facilities
Infants (less than 2 years of age):	77	32	0
Preschoolers (2 – 5 years of age):	91	96	0

School Age Children (6 to 12 years of age):	0	0	0
Total:	168	128	0

- e) **Indicate the number of new licensed spaces your project will create in the table below.**

Type of Spaces	Number of New Spaces Upon Project Completion
Infant	24
Preschool	18
School Age	0
Total	42

Type of Spaces	(A) Number of Existing Licensed Spaces	(B) Proposed additional spaces	(C) Total Number of Spaces Upon Project Completion (A+B = C)
Infant	32	24	56
Preschool	96	18	114
School Age	0	0	0
Total	128	32	170

2.3.2 Criterion 2 – Secured Financing

The ELCC Building Fund provides 40 per cent (40%) of eligible project costs up to a maximum of \$600,000. All projects **must** demonstrate secured financing for the remaining 60 per cent of project costs. **Minimum size of capital development should be 52 spaces for infant and/or pre-school and school-age children in urban centres and 24 spaces in rural Manitoba.**

Using **APPENDIX A**, provide the total estimated project cost and additional sources of secured financing to support the project. Include financing through any other foundations, funders, financial institutions, in kind contributions, and provincial or federal sources. **Project should be at Class B estimate stage in order to complete Appendix A. Please complete and submit APPENDIX A –Project Cost Estimates with the proposal.**

Key Note: Proponents must be able to provide written confirmation of funding sources including private donations or services in kind.

2.3.3 Criterion 3 – Readiness to Proceed

Describe the estimated timeline for project completion:

Project Phase:	Estimated date (yyyy/mm/dd):
Construction Start:	2023/04/01
Construction Complete:	2023/09/01
Licensing:	2023/10/01

Attach a floor plan for the indoor space, and a **site plan** for the outdoor play space. All plans must be designed by an architect and must adhere to licensing requirements as per the Child Care Regulations. Please confirm that you have consulted one of the following ELCC staff:

- ☒ If you are an existing child care provider, have consulted with the Child Care Coordinator?

Name of Child Care Coordinator: Jessica Brosch

Dates of consultations: April 22nd/2022, April 28th,2022_

- ☒ If you are a new or existing child care provider, have you consulted with the Facility and Capital Development Analyst at Early Learning and Child Care Program?

Dates of consultations: Site assessment conducted on April 22nd/2022_

2.3.4 Criterion 4 – On-going Financial Viability

Using **APPENDIX B**, provide a facility operating budget demonstrating that the child care facility will be financially viable and able to operate with an operating budget surplus by the third-year of operations for the new child care facility. **Minimum size of capital development should be 52 spaces for infant and/or pre-school and school-age children in urban centres and 24 spaces in rural Manitoba.**

Please complete and submit a three-year operating budget (**APPENDIX B**) with the proposal **and** Minutes of the Board of Directors approving the budget. If the project is an expansion (addition of new spaces within an existing location) of a facility, complete an operating budget that includes new and existing spaces at affiliated sites.

2.4 Capital Building Fund Proposal Submission Checklist

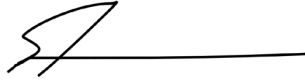
Please ensure **all** the following documents are included in your proposal submission and email to the Early Learning and Child Care Capital Building Fund inbox at CCGF@gov.mb.ca

- ☒ **A completed Capital Building Fund Proposal** of the new/ expansion of existing child care facility addressing how project proponent meet the eligibility criteria
- ☐ **Written confirmation of funding sources** including private donations or services in kind (to follow within six months)
- ☒ **Floor plan** for the indoor space, and a site plan for the outdoor play space. All plans must be designed by an architect and must adhere to licensing requirements as per the Child Care Regulations
- ☐ If the capital project development is on school property, please provide **written confirmation of the approval from the school division** (where applicable)
- ☒ **Completed Capital costs and Finances (Appendix A)**
Part 1: Project Description
Part 2: Estimated Project Costs
Part 3: Sources of Funding (to follow within six months)
Part 4: Project Timeline and Estimated Cashflow
(Note: Project should be at Class B estimate stage in order to complete Appendix A)
- ☒ **Completed Operating Budget Form (Appendix B)** including three-year projections **and Minutes** of the Board of Directors approving the budget.
- ☐ **Zoning permit** (where applicable)
- ☐ **Attended Child Care Facility Information Session**

Applicant's Declaration:

I agree that the information provided in this proposal is true and complete.

Name of Project Team Lead: Ted Turner

A handwritten signature in black ink, appearing to be 'T. Turner', written over a horizontal line.

Signature of Project Team Lead:

Date signed: June 17th, 2022

Contact number: 204-786-9779 _____

APPENDIX A: CAPITAL COSTS AND FINANCES

Part 1: Project Description

Part 2: Estimated Project Costs

Part 3: Sources of Funding

Part 4: Project Timeline and Estimated Cashflow

(Note: Project should be at Class B estimate stage in order to complete Appendix A)

Please refer to excel spreadsheet attached separately together with this proposal package.

Include the completed Appendix A with your proposal for submission to
CCGF@gov.mb.ca

APPENDIX B: OPERATING BUDGET FORM

Please refer to excel spreadsheet attached separately together with this proposal package

Include the completed Appendix B **and** Minutes of the Board of Directors approving the budget with your proposal for submission to CCGF@gov.mb.ca

M Builds						
	PROJECT:	UWSA Student Daycare 'D' Budget			Date:	02-Mar-22
	OWNER:	UWCRC			Duration in wks.:	20.0
	LOCATION:	548 Furby Place			Estimate No.:	
	ARCHITECT:	Prairie Architects Inc			Project No.:	
	Doc Status:	Class 'D' Budget for UWSA Daycare Addition Dated March 9, 2022. Budget is based on drawigns dated May 16, 2017.			Area in SF:	2,415
Cost Code	General Summary	Option 1 (2,415 SF)	Option 2 (3,400 SF)	Notes	Unit price	
01-420	Dust Hoarding	6,187	8,662			
	LEED Silver allowance	8,500	8,500			
02-250	Demolition					
	Scanning of parking lot for geothermal and underground wiring	1,850	2,590			
	Site Asphalt & Line Painting	8,000	11,200	Patch around new building, add (2) handicap stalls, re-use precast bumpers		
	Exterior demolition of EIFS and Parging	7,750	10,850			
	Selective Demolition for new windows and alteration for the existing building	2,750	3,850			
3-100	Concrete	64,429	77,315			
	Piles	45,050	54,060			
	Pile caps	Included	Included			
	Grade beams	Included	Included			
	Crawl Space	Included	Included			
	Side walk	Included	Included			
	Concrete Curbs	Included	Included			
	Excavation	Included	Included			
	Back fill	Included	Included			
	Rebar	8,900	12,460			
05-500	Structural steel	27,354	38,295			
	Supply and install support beams and columns	Included	Included	Crawl Space Beam NIC, we are proceeding as LVL		
	Crawl space ladder	Included	Included			
	Roof ladder	Existing	Existing			
	Sump pit frame and cover	Included	Included			
	Adder for galvanized bumper rails	11,898	16,657			
	Crawl space Hatch	2,450	2,450			
6-100	Carpentry			L		
	Building material	53,625	67,031			
	Framing labour	35,280	42,336			
	backing and misc. carpentry	5,100	6,120			
6-400	Millwork	48,200	62,660			
	Cubbies	Included	Included			
	vanities	Included	Included			
	Kitchen	Included	Included			
	Window sills	Included	Included			
	Millwork mobile partitions	Included	Included			
7-530	Roofing	45,885	64,600	EPDM Roofing with insulation - Sloped wood structure		
	Roof insulation	Included	Included			
	Roof Sloped insulation	Included	Included			
	EPDM Roofing system	Included	Included			
	Roof walk way pads	Included	Included			
	Hardie panel Siding	38,750	50,375	Includes the foam insulation and flashing		
	Stucco parging	Included	Included	NO Flashing		
	Fire Stopping	1,750	2,450			
	Caulking	1,500	1,500			
	Spray foam insulation	5,000	5,850			
8-100	Doors and Hardware					
	Supply and install Doors, frames and Hardware	13,000	13,000			
	Install Doors & Hardware	2,250	2,250			
	Salto Hardware by others	NIC	Included			
	Exterior Window Supply	13,610	16,332			
	Exterior door and window install	3,200	3,200			
	Window and door air barrier (BLUE SKIN)	3,150	3,150			
	Infant area emergency exit door	NIC	Included			
	Existing lobby window 102	NIC	Included			
09-200	Drywall	51,250	66,625			
	Supply and install Insulation vapour barrier	Included	Included			
	Supply and install drywall and taping	Included	Included			
	Supply and install Acoustic ceilings	Included	Included			
09-200	Flooring	20,294	24,353			
	Carpet tile	Included	Included			
	Sheet vinyl	Included	Included			
	Ceramic Tile	2,051	2,872			
09-900	Painting	9,188	11,025			
10-000	Accessories					
	Washroom Accessories furnished by owner install by GC	2,794	2,794	Assuming washroom count would not change with additional SF		
	Misc. washroom and sink partitions	2,394	2,394	Assuming washroom count would not change with additional SF		
	Fire extinguishers	363	508			
	Wall protection	819	819			
	Change tables	NIC	NIC	3 change tables provided		
	Roller Shades	NIC	NIC	By U of W FF&E		
11-000	Appliances			L		
21-000	Sprinkler	21,263	27,641	Supply and install up turned and heads in the Act ceiling.		
23-000	Mechanical					
	Supply and install above ground plumbing	244,250	293,100			
	Supply and install fixtures as per specs	included	Included			
	Supply and install HVAC including RTU as per outline spec	included	Included			
	Supply and install ERV's as per spec	included	Included			
	Supply and install control as per spec	included	Included			
	Connect owner supplied Washer and Drier	included	Included			
	Permits	included	Included			
	Air balancing	included	Included			
	Commissioning- start up of new mechanical units	included	Included			
26-000	Electrical	132,500	165,625			
	Supply and install electrical as per outline spec	included	Included			
	200 Amp sub panel	included	Included			
	Fire alarm and Em lighting	included	Included			
	Mechanical equipment connections	included	Included			
	Permits	included	Included			
	Lighting package	included	Included			
	Electrical for Infant room Emergency exit door	N/A	N/A			
	Security Rough in for 4 doors	N/A	N/A			
60-000	Cash Allowances					
	Site Service Cash Allowance - relocate sewer and water from pile line	25,000	35,000			
	Foundation and Pile inspections	3,000	4,200			
	Soil Compaction & Concrete testing	3,000	4,200			
	Air/Vapour barrier inspections	2,500	3,500			
	Roof Inspections	1,500	2,100			

		Manitoba Hydro Gas Meter Relocation	NIC	NIC		
		Additional 2 zone stations for Sprinkler System Extension	6,000	8,400		
		Testing & Air balancing services	NIC	NIC		
		LEED Air quality test	NIC	NIC		
		Building Recognition Plaque	NIC	NIC		
		Trees, Shrubs and plant material	5,000	7,000		
		Exterior and Interior signage	2,000	2,800		
	ADJUSTMENT					
		Subtotal Direct Costs	1,000,581	1,252,697		
		General Conditions	119,894	119,894	L	GE is based on 20 weeks of construction
		Allowances PC Sum	See Allowances	See Allowances	L	
		Inspection & testing	See Allowances	See Allowances		
		Subtotal General Requirements	119,894	119,894		
		Total Project Costs	1,120,475	1,372,591		
		Building Permit Actual Costs	6,970	9,427	Group B (Base Fee \$895.00 + \$27.00/m2)	3.90
		Bonds 50% Performance - Sub trades	N/A	N/A	N/A	
		Insurance...Builder's Risk	By Owner	By Owner		
		Insurance...Wrap Up	By Owner	By Owner		
		Insurance...General Liability	1,150	1,408	\$0.95 / 1000 x1.08	
		Construction Contingency	50,000	50,000		
		Subtotal	1,178,595	1,433,426		
		Construction Management Fee	32,411	39,419	2.75%	
		Bonds 50% L&M and Performance	N/A	N/A	If required owner to pay cost	
		Final Adjustment				
		Total GST Extra	1,211,006	1,472,845		
		5% GST	60,550	73,642		
		TOTAL WITH GST	1,271,556	1,546,488		

PART 1: PROJECT DESCRIPTION

Project Name & Civic Address				Recipient Name & Contact Information			
UWSA Daycare Expansion				Ted Tumer - UWSA Manager of Special Projects			
548 Furby Place				OR32 - 515 Portage Ave			
Winnipeg MB R3B 2V8				Winnipeg MB, R3B 2E9			
				204- 786-9779, ttumer@theuwa.ca			
Legal Description of Land & Title Number				Recipient Incorporation and Licensing			
Part of Lot A Plan 47152 487475 Parish 73/74				X Non-Profit Incorporation:			
Title 2901890				___ Other (specify):			
				Date of Incorporation or Registration in MB: Jul 10 1972			
Owned by Recipient X Leased				Facility Licenses (if applicable):			
Project Type				Designated Language Program			
___ Construction of a new centre ___ Addition to an existing centre				___ Français ___ French/English Bilingual			
X Renovations to existing centre/site ___ Other (specify)				___ French Immersion ___ Other (Specify):			
Licensed Spaces				Energy Efficiency and Consistency Confirmation			
	Existing Licensed Spaces (B)	Total Spaces upon Project Completion (A)	Increase (A - B)	___ Manitoba Green Buildings Program (mandatory for projects over 600m2)			
Infant	32	56	24	___ Manitoba Hydro Power Smart Designation			
Preschool	96	114	18	x Other (specify): LEED Shadow,will utilize Efficiency Manitoba programs			
School Age				___ Complies with Manitoba Housing's Procurement Guidelines			
Total	128	170	42				
Zoning and Occupancy Information				Proposed Construction Contract			
___ Subdivision Required Current Zoning: Institutional Property				X General Tender			
___ Variances Required Required Zoning: Same				___ Construction Management			
				___ Other (specify):			

Function		Description of room	Function Area	Nap Area	Natural Light	Number of toilets/ urinals	Number of hand basins	Licensed Spaces / Room D= Dedicated Spaces S = Shared Spaces
Play Space	Infant	Infant Room 1 (8 infants)	41.7 m2 total; 40 m2	w/play	10% or more	1	3(2 child, 1 adult)	8
	Infant	Infant Room 2 (8 infants)	41.7 m2 total; 40 m2	w/play	10% or more	1	3(2 child, 1 adult)	8
	Infant	Toddler Room (8 older infants and 6 younger 2 years old	48.6 m2 total; 42.5 m2	w/play	10% or more	2	4(3 child, 1 adult)	14
	Preschool	Pre-school room (12, 2 years old)	58.3 m2 total; 52.2 m2	w/play	10% or more	2	4(3 child, 1 adult)	12
	Select							
	Select							
	Select							
	Select							
	Select							
a - Total Play Space			193m2 total; 174 m2	0	10% or more	6	14(10+4)	
Circulation	Corridors and Lobby							
	Stairs							
	Elevators							
b - Total Circulation			0					
Additional Space (e.g. kitchen, staff office, storage, etc)	Mechanical / storage room		16 m2					
	Adult washroom							
	Kitchen for Infant 1 and 2							
c - Additional Space			0					
d - Gross Building or Project Area (a+b+c+d)			#VALUE!					
Onsite Outdoor Play Space (onsite)			1040 sq m					

GST REGISTRATION NUMBER:		123646846	
PROJECTED TIMELINE:			
Property Possession Date: YY/MM/DD	Construction Tender Date YY/MM/DD	Construction Start Date YY/MM/DD	Occupancy Date YY/MM/DD
N/A	[23/03/01]	[23/04/01]	[23/10/01]

Contact Information	Address	Contact Person & Title	Phone #
Architectural Firm	101-139 Market Ave	[Name, Title]	[Phone Number]
Prairie Architects Inc.	Winnipeg MB R3B 0P5	Erin Riediger	204-956-0938 ext12
Contractor	[Address]	[Name, Title]	[Phone Number]
TBA	[City/Town, MB POSTAL CODE]		
Law Firm	[Address]	[Name, Title]	[Phone Number]
TBA	[City/Town, MB POSTAL CODE]		
ELCC Licensing Coordinator:	[Address]	Jessica Brosch	[Phone Number]
	[City/Town, MB POSTAL CODE]		
Public Health Inspector:	[Address]	[Name, Title]	[Phone Number]
TBA	[City/Town, MB POSTAL CODE]		

I certify that this is a true description of the Project as of the date set out below:

Initials of Authorized Officer of the Recipient: _____

Date: _____

APPENDIX "A"

PART 2: ESTIMATED PROJECT COSTS

Project Costs	Recipient's Estimate of Costs (exclusive of GST)	Estimated GST (if any)	Approved by MHRC (exclusive of GST)	GST (if any)
Acquisition of Land or Buildings			Column A	Column B
1. Land Cost, if applicable (including existing structures, if any)				
Based on: Select	N/A			
2. Off-site Servicing (specify):	N/A			
3. Legal Services and Disbursements, Land Titles Registration fees & Land Transfer Tax	N/A			
4. Surveyor's Fees, Environmental Site Assessment (incl. Soil Tests & Report)	TBD			
5. Zoning Variance Fees	TBD			
6. Appraisal Fees	TBD			
7. Other (specify):				
Sub-total Acquisition of Land or Buildings	-	-	-	-
Design, Financing and Development				
8. Architect/Engineering/other Consulting Fees (specify):	117,600.00			
9. Legal Fees	TBD			
10. Development/Project Management Fees	TBD			
11. Insurance During Construction	TBD			
12. Interest During Construction	N/A			
13. Property Taxes During Construction	N/A			
14. Utilities During Construction	N/A			
15. Geothermal Feasibility Study	N/A			
16. Permits/Other Development Fees	9,427.00			
17. Other (specify):				
18. Other (specify):				
19. Other (specify):				
Sub-total Design, Financing and Development Costs	127,027.00	-	-	-
Construction Costs				
20. Construction	1,472,845.00			
Based on: Class D Estimate	See attached - Option 2			
21. Rehabilitation/Conversion/Demolition				
22. Onsite Servicing				
23. Landscaping				
24. Outdoor Play Space				
25. Contingency				
26. Other (specify):				
27. Other (specify):				
28. Other (specify):				
Sub-total Construction Costs	1,472,845.00	-	-	-
On Completion				
29. Appraisal of Completed Child Care Centre				
30. Auditor's Fees				
31. Other (specify):				
Sub-total On Completion Costs	-	-	-	-
TOTAL PROJECT COSTS	1,599,872.00	-	-	-
Total Column A + Column B	1,599,872.00		-	
Less Applicable GST Rebate (indicate %)				
Less Other Rebates (list)				
NET PROJECT COSTS	1,599,872.00		-	

I certify that this is a true description of the Project as of the date set out below:

Initials of Authorized Officer of the Recipient: _____

Date: _____

APPENDIX "A"

PART 3: SOURCES OF FUNDING

Financing Information	Recipient's Estimate	Approved Estimate
Sources of Funding (specify sources and amounts)		
1. Recipient's Minimum Contribution	\$650,000.00	
2. Approved Lender - (if any) Mortgage Term: _____ years Interest Rate: _____ % Amortization Period _____ years Annual Loan Repayment: \$ _____ (principal and interest)		
3. Other Approved Lenders (if any) (specify source, amount and terms)		
4. ELCC Capital Building Funding	600,000.00	
5. a. List all other Funding Sources (if any):		
b.UWSA	650,000.00	
NOT CONFIRMED (UW/UW Foundation, Other or further UWSA)	300,000.00	
d.		
e.		
Total Funding	1,550,000.00	-
Approved Net Project Costs (from Part 2)	1,599,872.00	-

I certify that this is a true description of the Project as of the date set out below:

Initials of Authorized Officer of the Recipient: _____

Date: _____

APPENDIX "A"

PART 4: ESTIMATED CASHFLOW

Estimated Cashflow							
Funding Source	Quarter ending 30-Sep-2022	Quarter ending 31-Dec-2022	Quarter ending 31- Mar-2023	Quarter ending 30-Jun-2023	Quarter ending 30-Sep-2023	Quarter ending 31-Dec-2023	Total
Equity	32,000	62,000	136000	\$420,000			\$650,000
Financing							\$0
MHRC Funding					\$500,000	\$100,000	\$600,000
Other(UW or UWSA+)					\$174,936	\$174,936	\$349,872
Other							\$0
Other							\$0
Total	32000	62000	136000	420000	674936	274936	\$1,599,872

I certify that this is a true description of the Project as of the date set out below:

Initials of Authorized Officer of the Developer: _____

Date: _____