1. Opening Prayer

2. Approval of the Agenda

3. Approval of the November 22, 2017 Minutes

4. Business arising from the Minutes

5. New Business
   a) Set the budget parameters for the upcoming fiscal year
   b) Bequest from the estate of Dorothy May Hayward
   c) Appointment of Architectural firm to design the new residence
   d) Approval of the Sketch Design Offer of Services for the new residence
   e) Development Committee
   f) Call for Honorary Degree Nominations

6. Reports from Committees, College Officers and Student Council
   a) Reports from Committees – Council Executive, Development, Finance & Admin.
   b) Report from Assembly
   c) Reports from College Officers and Student Council
      i) Warden
      ii) Dean of Studies
      iii) Development Office
      iv) Dean of Residence
      v) Spiritual Advisor
      vi) Bursar
      vii) Registrar
      viii) Senior Stick

7. Other Business

8. Adjournment
ST JOHN’S COLLEGE COUNCIL
MINUTES
For the Meeting of November 22, 2017
Meal at 5:30, Meeting from 6:00 Room 108, St John’s College

Present: D. Watt, G. Bak, P. Cloutier (Chair), J. McConnell, H. Richardson, J. Ripley, J. Markstrom, I. Froese, P. Brass, C. Trott, C. Loewen, J. James, S. Peters (Secretary)

Regrets: D. Phillips, B. Pope, A. Braid, E. Jones, E. Alexandrin

1. Opening Prayer
   C. Trott opened the meeting with prayer.

2. Approval of the Agenda
   MOTION: That the agenda be approved as distributed.
   D. Watt / J. McConnell
   CARRIED

3. Approval of the September 27, 2017 Minutes
   MOTION: That the minutes of the meeting of September 27, 2017 be approved as distributed.
   J. James / J. Ripley
   CARRIED

4. Business arising from the Minutes
   a) C. Loewen raised the question of a hotline and requested that we do a review of how we handle complaints from students and staff, and report to Council at the January meeting. The discussion of the College having a hotline had taken place in regards to reporting financial impropriety, but not in regards to a hotline for students and staff to call to report harassment. Further discussion was that complaints go to the Human Rights Office at the University. Given the perceived incompetence of the University’s management of complaints, could the College have some policies and clarity in place as to how this is managed. Because nearly all staff are University employees, all complaints that would come to us, would go to the University. There is a question as to whether students know who to contact. We can definitely send information to our students so that they know where to go, that there are avenues for help. We do support our students during times of crisis through our Dons, and Spiritual Care team.

5. New Business
   a) Report to Council on Feasibility of Fundraising for a new residence
      The Warden presented a report on Residence proposal.
      MOTION: That Council direct Administration to initiate a capital campaign for $7 million dollars and continue to work with the three levels of government to find the other $14 million, $7 million from the federal government, and $7 million from the provincial government, towards Phase 1 of a new residence.
      For the $21 million project that would give us new dining and kitchen facilities and 100 new beds.
      $350,000 of the $7 million would go to pay for the engineering and the design of the project.
      Raising the $7 million would be done concurrent with working with the governments. If the government does not come through, what happens to the money? Either we ask donors to allow us to turn the money over to another project, or the money will be returned to donors.
The expenditures of a capital campaign are already in the College Budget. Has Administration met the request from the previous meeting? Yes. This report is miles better than what was presented at the last meeting. Don’t think too small, think of all you can possibly include, realistically, in a campaign. Give the donors options to invest. What is the target audience for the residence? Specifically international and indigenous students, but we are not going to rule out rural Manitoba students, as that is where the demand is, with a specialization on the single student who needs to be fed.

C. Trott / J. Ripley
CARRIED

b) Motion from Assembly regarding signing the Indigenous Accord
MOTION from Assembly: That Council direct the Warden to sign the Winnipeg Indigenous Accord on behalf of the College. The College is already doing a lot of what is suggested in the Accord, and with the College signing it, creates some autonomy from the University of Manitoba.

C. Loewen / D. Watt
CARRIED

6. Reports from Committees, College Officers and Student Council
a) Reports from Committees – Council Executive, Development, Finance & Admin.
Council Executive - Met and approved the agenda for tonight’s meeting.
Development committee - No Development Committee at the moment
Finance & Admin Commitee - Met recently with our investment managers. A report from the investment managers was circulated with the agenda. The Bursar presented the report and reported on the Budget Summary.

b) Report from Assembly
Assembly met and discussed increasing student engagement, and the Indigenous Accord.

c) Reports from College Officers and Student Council

i) Warden

St John’s College
Report of the Warden to Council
November 22, 2017

My apologies for submitting a late report. I was away last week with Jackie visiting Alumni and Donors in Ottawa, London (ON), and Toronto. This Fall has been extremely busy at the College and we have come through one of the largest and best attended Convocations.

1) Attended Diocesan Council in Kenora, September 30
2) Took advantage of the meetings in Kenora to meet with Alumni and Donors there
3) Represented the College at the St Paul’s College Opening Exercises, October 1
4) Attended a metin on the NCTR Research Mandate, October 2
5) Attended the Deanery Meeting when they gathered at the College, October 3
6) Chaired two academic Sessions at the Ethnohistory Conference, Oct 13, 14
7) Presented a paper at the Animals and Religion Conference at the U of W
8) Organized the Sistema fundraiser at the College
9) Attended one session of the U of M Convocation, October 19
10) Joined Heather McCance in meetings with Canadian Mennonite University, Oct 24
11) Attended the Evening of Excellence, Oct 24
12) Joined Heather McCance in meetings with St Margaret’s Church, October 27
13) Attended our first Food for the Journey program, October 28
14) Presided over the 151st Convocation November 5
15) Made a presentation for the Arts Student body on Inuit and Climate Change, November 6
16) Joined the Ministerial for lunch, November 8
17) Met with the Theological Education Implementation Group, November 10
18) Visited Alumni and Donors in Ottawa, London and Toronto, November 14-18
19) Hosted Sistema Fundraiser, November 19

We continue to move forward on a number of projects including the idea of using the Inter-Group Dialogue in the College, working on the classroom upgrade for room 201, and working with the Dean of Studies to advance a mentoring program and reinvigorate the Canadian Studies offerings.

ii) Dean of Studies

Dean of Studies: Report to Council November 22, 2017

Please accept my regrets for this meeting. I will be attending a College of the Royal Society of Canada event at the Winnipeg Art Gallery. The Royal Society is holding its Annual Meeting in Winnipeg this year, and I will be participating in the College of New Scholars, Artists and Scientists activities.

Associate Deans Undergraduate Meetings (ADU)

Mathematics and Writing Degree Requirements

David Collins (Vice-President Academic and Provost) reported to the October meeting about the ongoing review of Mathematics ‘M’ and Writing ‘W’ degree requirements for undergraduates.

This has a long, complex history that I can’t cover here, with multiple areas of contention. To be brief, OARs (March 12, 2010) reviewed the ‘M’ and ‘W’ requirements, and recommended that Senate establish an ad hoc interdisciplinary committee to conduct a review and make recommendations concerning the current M & W requirements for undergraduate students. An Ad Hoc Interdisciplinary ‘M’ and ‘W’ Review Committee was established in 2010, which gave a preliminary report to Senate in June 2011. The final report from this committee was submitted in March 2017. The current state of affairs sees the Office of the Provost undertaking its own review to determine:

– what were the original objectives in establishing the requirements in 1997; and,
– whether those objectives are being achieved using established criteria for meeting the ‘M’ & ‘W’ requirements.

Review of the ‘M’ and ‘W’ requirements is still ongoing.
Academic Dishonesty
At the ADU meeting in early November Brandy Usick from Student Life reported on the work of the Sub-Committee on academic dishonesty. (Former SJC Acting Dean of Studies Lori Wilkinson serves on this committee.) This committee was struck to address the variance across the University in penalties for academic violations such as plagiarism, personation, inappropriate collaborations, etc. The objective of the committee “is to come up with a common set of minimum penalties for academic dishonesty at the University of Manitoba.” Ms. Usick presented a draft document that aims to standardize awarded penalties for academic dishonesty across the university. The guidelines propose penalties for ‘minor’ or ‘light’ infractions, and a differing set of penalties for violations considered to be of a serious nature. The committee discussed the guidelines and proposed a few modifications, alongside the reminder that policies and procedures on academic dishonesty do exist in the University governing documents and must be adhered to.

At the November ADU meeting, David Collins also alerted us to upcoming changes to the academic calendar to include a full week break during the Fall Term.

SJC Fellows Soup and Bread Lectures
Fellows Erin Millions and Micheline Hughes have been planning our Soup and Bread Lectures for the year. In Fall Term the events are as follows:

October 31 – Benjamin Collins, "Hunters? Herders? Hunter-Herders? Tracing the identity of Hunters and Herders during the past 2,000 years in southern Africa"

Nov 15 – Adolf Ng “Climate Change, Arctic Shipping, and the Resilience of Transportation Infrastructures”

Nov 28 - Kathryn Young, “Parisian Art Schools to French Battlefields: Western Canadian Artist Mary Riter Hamilton, 1868 to 1954”

As always, soup, salad and bread is provided courtesy of the Dean of Studies, at noon in the SCR.

Marjorie Ward Lecture 2018
I am pleased to announce that the 2018 Marjorie Ward Lecturer will be David Alexander Robertson. Mr. Robertson is the recent co-winner (with Julie Flett) of the Governor General’s Award for Young People’s Literature for their children’s book When We Were Alone, a gentle but powerful story about Indian Residential Schools. Robertson is also the creator of the award winning graphic novel Will I See, which addresses the lives of missing and murdered indigenous women and girls.

We will be setting the date for the lecture in the near future, and will be calling on Council to invite their families, friends and colleagues. The lecture will be followed by a reception in the Galleria.

SJC Student Outreach
I’ve instituted “Tea and Treats,” a weekly drop-in for SJC students, Fellows and staff in the Dean of Studies outer office, Room 208. I provide tea or hot chocolate, with cookies from Food Services. So far it has been modestly but consistently attended. We are doing consistent promotion on social media, via email and posters.
The first organizing meeting for our **Peer Mentorship Program** (tentatively called Thrive) happened on November 20. Thrive is meant to be a partnership between the Student Council, the Residence Council, and the Dean of Studies and College staff. There is a lot of enthusiasm for this program. Students on campus have significant unmet needs, especially in the area of mental health, social support, and social networks and connections that will help them transition into their careers. At the meeting we laid out some parameters for how the program might operate, what is expected of student mentors, training, marketing and promotion, and evaluation of the program.

Our first collaborative Thrive effort will be “cram nights” during the December exam period, when the Cross Common Room will be opened to students to study together in a supportive environment. This was a suggestion from the SJSC Vice-Stick. Between now and January each person who attended the Thrive organizing meeting will recruit 2-3 potential mentors. The Dean of Studies will prepare a written prospectus for the program, which will be circulated to the Student Affairs Committee, the Thrive Organizing Committee, and Administration.

Prof. Esyllt W. Jones  
Dean of Studies

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iii) Development Office

**Development Officer Report to Council**  
**November 2017**

**Fundraising**
- Exploring potential funding avenues to purchase a piano for the Chapel
- Fall campaign is ongoing with good response so far

**Alumni/Stewardship**
- Continuing to visit with Johnians.
- Chris and I travelled to Ottawa/London/Toronto on the 14th-19th November. Good visits with donors and alumni.

**Special Events**
- Friends of St John’s Convocation Luncheon was well attended and well received.

**Marketing/Communications**
- *Art and Architecture at St John’s College* booklet on selected pieces from the College’s art collection. Consideration being given to using the booklet as a donation thank-you.

**Staffing**
- We received notice that we have funding for a work/study student. Two students responded to the ad and interviews to be conducted tomorrow. This position is shared with the Dean of Studies.
- Have one volunteer for 2 hours a week working on updating the database.
**Misc**

- Working with Chris and Ivan on the Capital Campaign.

iv) Dean of Residence

Residence Projects

There are no major projects happening in the residence right now. The office is taking steps to promote St John’s College through our social media. Amy Craddock and I have been quite active on Instagram and I’m happy to report that we are already seeing good feedbacks.

Regular Semester

As of November 17th, we have 18 rooms available in the residence. I have been gathering applications for new residents for Winter 2018. I believe we should have a much better occupancy next term.

Residence Activity

There haven’t been any serious incidents in the residence so far. The Dons are performing well and the residence is functioning soundly. Residents are reasonably following the rules; no serious breach to the contract yet.

For November, the residence is hosting/advertising 6 events, arranged by the Dons and the council. Some noteworthy ones are Go-karting, Spirit Cup Volleyball, Across the Board Café and Coffee House.

Thank you.

v) Spiritual Advisor

St. John’s College, Spiritual Advisor’s Report to Council - Shelly Manley-Tannis
Shelly.manley-tannis@umanitoba.ca
Wednesday November 22, 2017

In the past 8 weeks I have spent my work hours in the following ways:

*I was present throughout Convocation weekend including: Gala Dinner for Honorary Degree and Fellow Recipients; preaching at the morning Service in honour of Founders and Benefactors; Convocation Luncheon, Convocation Ceremony – offered the Invocation; and Convocation Reception.

*planning/organizing/advertising/attending our ‘Food for the Journey’ series
October 28 – Guest Speaker, Rev. Jamie Howison, spoke on Faith in times of uncertainty and the Christian Community being called to hold and offer ‘space for the broken-hearted’. (12 attendees)
November 18 – Guest Speaker, Carol Ann Gotch on Advent as a time of preparation for the birth of the mystery of love. (number of attendees still to be determined as of the writing of this report)
Winter dates – January 13, February 10 and March 17 – topics to be confirmed.

*Researching replacing/restoring Chairs in the Chapel – it seems that full restoration or replacing with similar chairs through Church supply companies both come at a very high cost. I will continue to look at other options.

*planning the SJC Student Council Retreat evening – meeting with this group Nov.29th for a meal and evening with a colleague who’s work in organization development and leadership is through LEGO play! It is called ‘Brickstorming’. I am looking forward to experiencing this with the student council and should be a good fun evening just before exam-time!

*meeting with students – one-on-one in my office, in groups at ‘Tea & Treats’, in the Chapel and over coffee or food in the Residence dining room and the Daily Bread Café

*Meeting with Cathy Rocke, Chris Trott, Fayaz Hasan, Anny Chen, Intergroup Dialogue planning – we are going to start with a one-evening introduction to practice ‘difficult discussions’ for students interested (possibly Dons, RAs and other student leaders)

*Helped offer a Labyrinth display in the UC during Mental Health week and making sure our Labyrinth is available twice per month in the Quiet Room and will be during exams as well

*planning an Ecumenical Advent Service with the University Chaplaincy Association (service is Dec. 7, 1:07 pm in our Chapel)

*Getting to know staff and faculty better through staff meetings, lunch time in the senior common room and attending events such as Soup & Bread Lunch

*Hosted Local Anglican Deanery gathering, and an Ecumenical Ministerial Gathering – South End Winnipeg ministries.

*part of planning team for increased social media presence for the college

*Professional Development – attended a one-day workshop sponsored by the Canadian Association for Spiritual Care (CASC) on Spiritual Care & Indigenous Historical Perspectives with guest speaker, Rev. Vincent Solomon. It was a wonderful, though difficult event. I know that the stories Vincent shared will help my ministry with Indigenous peoples and allies to be stronger.

vi) Bursar

Bursar’s report to Council November 22nd, 2017

Financial
The Finance & Admin Committee met with our investment managers on October 17th, and their report has been provided for this meeting.

The new University Budgeting tool, UMPLAN, is now live and we have submitted our 2017-18 University of Manitoba budget. This is using a new decentralized model which was developed to more accurately identify the costs of operating the various faculties, college’s, and other
university departments (physical plant, etc.). We are considered a “Central Academic Unit”, and we don’t anticipate being affected by this in any material way.

We continue to have empty rooms in the residence, but we had a short term stay group of students from India in September and October. We are continuing to advertise and recruit, with a focus on getting more students for second term.

The Daily Bread Café and catering are both currently exceeding our budgeted revenues.

Residence
We recently had a bed bug issue in one of the room in the college residence. This is the first one we’ve experienced in several years, and we treated it quickly and effectively. All indications are that the problem did not spread, and they have been eliminated.

Building items
Renovation of the SJCSA student lounge is complete, with just a few minor deficiencies that need to be addressed.

Room 201 in St John’s College has been selected as part of a pilot project at the university to develop active learning spaces. This means the entire classroom will be renovated and equipped with furniture and technology that will encourage collaborative group work, while remaining flexible enough to be used for more traditional lectures as well. We’re hopeful this will be a valuable feature that will enhance the appeal of St John’s College, and more importantly be a room that is in high demand by our Fellows.

We had a start-up meeting with physical plant and NRG regarding the hood exhaust project, and things are progressing.

vii) Registrar

Evening of Excellence was held on Tuesday, October 24 in the Multi-Purpose Room of University Centre. As always, this is probably one of our best recruitment nights and this year was no exception. The crowd was steady with interested students and parents coming to our booth up to the very end.

Convocation was held Sunday, November 5. It was a fantastic event, with approximately 46 award winners and 12 grads in attendance, the most since I have been at St John’s College. Many thanks to the College staff and students who helped make this event run so smoothly.

viii) Senior Stick

7. Other Business
   None

8. Adjournment
   MOTION: That the meeting be adjourned.
   J. James / H. Richardson
   CARRIED
St John’s College
Established 1866

New Student Residence Sketch Design
Offer of Services
The Robert B. Schultz Lecture Theatre
St John’s Campus West Side

Designed & Delivered by:

gpp architecture

Construction Administration Associates:

ft3
Dear Christopher,

It has been a pleasure to serve St John’s on numerous previous successful projects, so it is with great pleasure that, at your request, we submit the Offer of Services below regarding the advancement of your St John’s Student Residence Redevelopment Project as described above.

Redevelopment History
The housing needs of the Students of the Campus of St John’s are currently being served by 2 existing buildings which were built in 1957 and 1959 respectively. Given the vintage and the steadily increasing maintenance requirements of the buildings, in October of 2012, St Johns engaged GPPArchitecture Inc. to provide a Student Residence Study.

The study concluded that the existing buildings were of a vintage, construction methodology and layout that could not easily be effectively redeveloped. These factors, matched with the changing and evolving need for student accommodations, brought about the conclusion that the best value to St Johns was to recycle building finishes, when possible and replace the existing buildings with newer and larger buildings thereby increasing student accommodation capacity and growing the St John’s Community.

In the subsequent phase of the study, GPPA studied various locations for the new student housing complex on Campus. Of the 3 potential sites assessed, Site A (Nov 28th, 2012 - Student Residence Study) located at the furthest North East corner of the Campus was identified by St John’s College as their preferred site.

As a final phase to the report, GPPA met with the staff at St John’s, evolved a detailed space program and concluded a Class D Capital Construction cost analysis and development phasing strategy. This was further ratified and accepted by St John’s.

Following acceptance of the report, St Johns and GPPA entered into a further agreement which outlined a detailed plan for advancement of the selected development scenario. The first phase would be to contact the municipal, provincial and federal representatives and garner their support for the project. This has been accomplished and all three levels of government have not only met with the project representatives and confirmed their support for the project, but moreover the Federal Member of Parliament for Fort Garry has identified a funding resource and structure for the project. The project development team is in the process of making a formal application for funding.

In conjunction with this external outreach, St John’s has been setting in place their internal funding mechanism. The next stage of the development plan is to prepare more detailed design drawings (plans, elevations and 3D renderings) and documentation that will be critical to better identifying all project elements and provide the visual imagery necessary to launch the capital fundraising campaign. Externally, this will also provide concrete evidence of the advancement of the project before all levels of government.
Methodology and Integrated Design

‘Integrated Design’ is a process of design that we utilize in which all of the project’s stakeholders, including our clients, users, builders and architectural and engineering professionals, are integrated into the design process to allow synergistic benefits to be realized. The goal is to achieve high performance and multiple benefits at a lower cost than the total for all the components combined by the engaging of community members and construction management team members early in the project cycle.

This process involves workshops at the beginning of each phase of the design process (see timeline), from the initial visioning workshop to construction start-up workshop. It also integrates green design goals and objectives into conventional design criteria for building form, function, performance, and cost, thereby improving environmental performance.

Integrated building design strategies are considered for all aspects of good design practices with the benefits of improving energy efficiency, efficient space planning and a focus on creating healthy indoor environments.

Scope of the Works
The services that have been discussed and agreed upon are as follows:

- Review of existing conditions including interior and exterior survey
- Integrated Design workshops with Stakeholders
- Master plan for all phases
- Site planning and utilities coordination
- Zoning Assessment and Code Review
- Coordination with University of Manitoba Campus representatives
- Schematic Design including Suite plans and amenities for all disciplines (see team description below)
- Rendered Phase development, site and building plans
- 3D building and site renderings and rendered floor and site plans
- Class D Capital Construction Cost Estimate
- Energy efficiency and sustainability review/options/targets e.g. NetZero; LEED; PowerSmart

Project Team, Roles and Responsibilities
For this project GPPA has associated with ft3 Architecture Landscape Interior Design. GPPA and ft3 have worked together on many projects including the report and feasibility study. For the design of the project we have carefully selected a team of experts. All of the consultants described below, their services and fees are engaged by GPPA and the costs for their services are included within this Offer of Services:

<table>
<thead>
<tr>
<th>Company</th>
<th>Discipline</th>
<th>Project Lead</th>
</tr>
</thead>
<tbody>
<tr>
<td>GPPA</td>
<td>Architect of Record / Designer</td>
<td>Guy Préfontaine</td>
</tr>
<tr>
<td>ft3</td>
<td>Housing &amp; Sustainability specialist</td>
<td>Marten Duhoux</td>
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<tr>
<td>ft3</td>
<td>Project Architect</td>
<td>Roberto Ader</td>
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<td>ft3</td>
<td>Interior Design</td>
<td>Joanne McFadden</td>
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<tr>
<td>Crosier Kilgour</td>
<td>Landscape</td>
<td>Chantal Alary</td>
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<td>Crosier Kilgour</td>
<td>Structural</td>
<td>Neil Penner</td>
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<td>Epp Siepman Engineering</td>
<td>Building Envelope</td>
<td>John Wells</td>
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<td>Matt Penner</td>
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<tr>
<td>Hanscomb</td>
<td>Survey</td>
<td>Christian Korell</td>
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<tr>
<td></td>
<td>Cost consultant</td>
<td>Isaac Gwendo</td>
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</table>

While GPPA warrants that the team described above will deliver all services as described within this Offer of Services, should the scope of the project change and additional team members become required, such additional consultants and their costs shall be pre-approved by the Client prior to proceeding.

Timeline
Below is an estimated timeline. Where activities are within the control of the consultant group, conformance to the schedule can be expected. Where activities are beyond the control of the consultant team, variances in the schedule must be accommodated. Such activities beyond the control of the consultant team include, but are not limited to submission acceptance and response by government agencies, award announcements by government agencies; review times by client, approval of design stages by client.
<table>
<thead>
<tr>
<th>ACTIVITY / WORKS</th>
<th>DATE (start/complete)</th>
<th>ACTION BY</th>
<th>COSTS</th>
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<tr>
<td>Preparation of Net Zero Application</td>
<td>Feb 2 – 12th, 2017</td>
<td>GPPA Team</td>
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<tr>
<td>Review and submission of Net Zero Appl.</td>
<td>Feb 12 - 16th (deadline 18th), 2017</td>
<td>Client</td>
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<td>Letter of status from Net Zero Program</td>
<td>March 25th, 2017</td>
<td>Gvt Depts.</td>
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<td>Net Zero Project Review a agency</td>
<td>January 18th, 2018</td>
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<td>Revision &amp; resubmission of Offer of Services</td>
<td>Jan 4-8th</td>
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<td>Acceptance of Offer of Services</td>
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<tr>
<td>Site investigation, survey &amp; draw</td>
<td>Feb 1st - 16th</td>
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<td>Feb 9th – 12th</td>
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<td>Letters of reception from all programs</td>
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<td>First IPG Session – Visioning Prep</td>
<td>Feb 15th – 28th</td>
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<td>IDP - Visioning Session</td>
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<tr>
<td>Submission of Vision Summary &amp; Statement</td>
<td>March 2nd – 16th</td>
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<td>Acceptance of VS&amp;S</td>
<td>March 16th – 20th</td>
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<td>Second IDP Session – Planning Prep</td>
<td>March 21st – April 6th</td>
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<td>IDP – Planning Workshop</td>
<td>April 6th</td>
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<tr>
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<tr>
<td>Acceptance of PWS&amp;S</td>
<td>April 23rd – 27th</td>
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<td>Sketch Design</td>
<td>April 27th – May 11th</td>
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<td>May 11th – 15th</td>
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<td>May 28th - June 8th</td>
<td>GPPA Team</td>
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</table>

**Suspension of the Works:**
If at any time during the execution of the Works, the client elects to suspend or cancel works, the Works can be suspended at the completion of any task. That last task completed will become due upon final invoicing.

**Deliverables:**
As part of the services package, upon completion of the Works described above, GPPA will provide the following:
- 1 Bound Master Colour Original
- 1 Unbound Master Colour Original
- 1 Unbound Master Black & White
- 1 digital pdf version of all of the Works

**Fee Structure:**
GPPA in association with ft3 propose to undertake this project for a fixed fee of $350,000.00 plus disbursements and applicable taxes. Invoices shall be submitted on a monthly basis with amounts aligned with the stages of the Works described above.

**Not included:**
- Hazardous material study
- Geotechnical report
- Geothermal testing (if considered, a study is often funded by MB Hydro)
- Standard Office disbursements (see standard terms)
- Invoiced Disbursements (see standard terms)
- Taxes
STANDARD TERMS OF AGREEMENT

These terms of engagement govern the services to be provided by GPPArchitecture (GPPA) to the Client and constitute part of the agreement for services between GPPA & the Client (the ‘Agreement’). By accepting GPPA’s offer, the Client agrees to be bound by & comply with terms of engagement waiving any and all other rights.

1. Warranty

GPPA warrants that it will perform the services with the standard of due care and diligence usually practiced by the consulting profession, at the time that the service was rendered. The Client acknowledges and agrees that all other warranties, representations or remedies, expressed or implied are excluded and the Client agrees to waive any right, remedy or cause of action it may have with respect to such warranties, representations or remedies. In addition, the Client agrees to defend and indemnify GPPA, its agents and representatives, from all other liability, including, but not limited to liability for direct, incidental or consequential damages arising in connection with GPPA’s actions, whether such liability arises in contract, tort or otherwise.

2. Limits of Liability

2.1 GPPA’s liability to the Client and all claimants not party to this agreement shall be limited to injury or loss caused by negligence of GPPA and/or its agents, representative and sub-consultants for which it is responsible. The total amount of GPPA’s liability for said negligence shall not exceed 15% of GPPA’s net fees, exclusive of applicable taxes and disbursements, for this project in total for all claims, costs and expenses and the Client hereby waives all claims in excess of this amount howsoever arising including any claim for contribution and indemnity which the Client may have against GPPA. The Client irrevocably and unconditionally agrees to defend, indemnify & hold GPPA harmless from all claims & expenses associated therewith resulting from claims brought by other parties in excess of the aforesaid limit, except if such claims arise from negligent or fraudulent conduct.

2.2 Increased liability limits may be negotiated prior to the commencement of services by GPPA upon the prior written request of the Client, the payment of an additional fee as determined by GPPA and the prior written agreement of GPPA.

3. Confidentiality

3.1 Documents, meaning any and all material, prepared by GPPA and provided to the Client such as proposal documentation, reports, studies, designs, and any document containing professional advice, are intended exclusively for the proposed project, site and location outlined within those documents. The information contained in any GPPA Document may not be appropriated for other uses by the Client or for any use by third parties and any such use or reuse in whole or in part is forbidden, such actions are undertaken at the sole risk of the Client and/or user.

3.2 GPPA Documents contain confidential information which is the intellectual property of GPPA and which is provided to the Client solely for the purposes outlined in the document. The Client shall not provide any such confidential information to any other person, or use the information in a manner other than prescribed in the GPPA Document or Documents without prior written consent of GPPA.

4. Provision of Relevant Information

4.1 The Client shall provide GPPA with all relevant information which the Client is aware of and which may be required by GPPA to perform its services for the Client. Without limiting the generality of the foregoing, if the Client has knowledge of or suspects that hazardous materials may exist at any site at which services are to be performed by GPPA, the Client shall provide this information promptly to GPPA in writing.

4.2 GPPA shall not be responsible or liable for any incorrect or inadequate advice, report, recommendation, finding, decision or conduct based either directly or indirectly on inaccurate or inadequate information supplied by the Client.

5. Site and area access

5.1 The Client shall grant or obtain free and ready access to each project site at which GPPA is performing services for the Client. The Client shall notify all owners and occupiers of the properties at the project site that GPPA is to be granted free, clear and ready access to the site.

5.2 Unless otherwise written in between GPPA and the Client, the Client extends their existing coverage and insurances to cover GPPA while they are on site. The Client assumes sole and complete responsibility for any damage or injury caused to any person or property because of incorrect or inadequate information provided to GPPA from the Client and the Client agrees to indemnify, defend and hold GPPA harmless from any claim or liability for injury or loss resulting from such damage.

6. Force Majeure

6.1 Notwithstanding any other provision of the Agreement, GPPA shall not be deemed in breach of this Agreement or liable for any failure or delay in performing any of its obligations under the Agreement, if the failure or delay is caused directly or indirectly by any event or circumstance beyond GPPA’s control, including, without limiting the generality of the foregoing, acts of God, government or civil or military authority, inclement weather, fire, flood, labour trouble/shortage, failure of transportation, accident, act or omission of the Client or anyone employed or engaged directly or indirectly by the Client, or the discovery of hazardous or potentially hazardous materials or conditions at or near the project site.

6.2 Where a circumstance of the kind referred to in Clause 7.1 arises, GPPA may, at its sole discretion, extend the period of time for completion of the Agreement or terminate the Agreement.

7. Payment

7.1 Unless otherwise stipulated within this agreement for services, Client shall pay GPPA for services as follows (taxes are extra):

(a) fee shall be paid on the basis of GPPA’s current schedule of hourly charge-out rates;
(b) travel shall be charged to 70% of relevant hourly charge. Downtime due to travel interruption of any reason including weather shall be charged at travel rates;
(c) routine expenses and disbursements (in-town travel, local communication, project office supplies, production of routine documents/drawings, courier/messenger service and similar items) shall be paid at standard rate of 10% of fee;
(d) other project-related expenses and disbursements (additional sub-consultant disbursements, travel beyond perimeter, living expenses when away from home office, advertising costs, testing services, mass publication of documents and drawings, production of tender and other non-routine documents, use of specialized equipment or software, approval/permit/licence fees, project specific insurance, and similar items) shall be paid at cost plus 10% admin. fee.
(e) payment shall be made within 30 calendar days of the date of GPPA’s invoice;
(f) interest shall be paid at an annual rate of the average bank prime rate plus 5% on all amounts unpaid within 30 days of the date of invoice, with payment to be applied first to accrued interest and then to the unpaid principal amount.

8. Independent Professional Services Consultant

Unless otherwise agreed in writing by GPPA and the Client, it is acknowledged that GPPA is an independent professional services consultant in performing services under this agreement, and accordingly it is further acknowledged that GPPA is an independent contractor.

9. Defects of Service

The Client shall promptly report to GPPA any defects or suspected defects in GPPA’s work or services of which the Client becomes aware, so that GPPA may take measures to minimize the consequences of such defects. Failure by the Client to notify GPPA in a timely manner shall relieve GPPA of the costs of remedying the defects above the sum such remedies would have cost had prompt notification been given. No unilateral withholdings, deductions or offsets shall be made from GPPA’s compensation for any defects or suspected defects unless GPPA has been found legally liable for such amounts.

10. Suspension of Service

If the Client fails to make payments when due, or otherwise is in breach of the Agreement, GPPA may suspend performance of services upon five (5) calendar days’ notice to the Client. GPPA shall have no liability whatsoever to the Client for any costs or damages as a result of such suspension.

11. Copyright

GPPA retains copyright to all written instruments of this contract as well as to the instruments and deliverable described within this agreement. The Client may retain copies, including reproducible copies, of all written instruments and deliverables for information and reference.

12. Agreement

12.1 These terms of engagement govern the services to be provided by GPPA under the Agreement and shall be amended only by the written agreement of GPPA’s representative and the Client, and shall not be altered or supplemented by any other understanding or agreement. The Client undertakes not to seek termination of the Agreement during the agreed term stipulated therein.

12.2 The Agreement shall be governed by and interpreted in accordance with the laws of the province/territory in which the project is located.

12.3 If any clause in these terms of engagement is held illegal, invalid or unenforceable in whole or in part, the remaining clauses shall not be impaired and shall remain in full force and effect. All limitations of liability, releases, indemnities and similar provisions shall survive termination of the Agreement for any cause, and shall apply even in the event if the fault, negligence or other liability of GPPA, and shall extend to the officers, directors, employees and agents of GPPA.
CLIENT AUTHORIZATION TO PROCEED (SHORT FORM)

(Client is to return one executed copy of this form to confirm acceptance of the scope of services, the fee basis to authorize the Consultant to proceed)

St John’s College (Client)

authorizes

GPP Architecture Inc. (Consultant)

to provide

Consulting Services

for

Sketch design of the New Student Residences at St Johns College (Project)

Client agrees that the services are to be provided in conformance to the description attached hereto in the Offer of Services letter dated January 8th, 2018

Accepted:

_________________________ __________________________
Christopher Trott
Warden

Date

_________________________
Witness / title (if applicable)

Date

_________________________
Witness / title (if applicable)

Date
Firm Background & Philosophy

Since its original conception in 1959 under the name of Étienne Gaboury Architect, our firm has continued to grow and evolve while providing award winning designs on the local, national and international stages.

As GPP Architecture, we continue the same tradition of first class design and service. Our purpose as architects and designers is to provide place for people; for body, mind and spirit. This placemaking requires vision. Architectural vision begins with sensitivity to region; to its climate, its history and its potential.

The best vision, however, is vision shared. The philosophy of regionalism also recognizes that a building must ultimately be shaped by the needs and values of its inhabitants. Recognition that a building is shaped by both where and who you are translates into animating, enriching and empowering environments.

Our design philosophy of regionalism and comprehensive attention to detail has been recognized by publications and realized in award winning national and international projects of various types, scales and budgets. Such constraints of region, program or even budget do not limit the potential for architecture as greater constraints make greater potential for design ingenuity.

While offering excellence in planning and design, our projects are built within strict cost and quality control guidelines which respect the budgets set by our private and public sector clients. We remain committed to accountable and affordable excellence in the broad range of design services that we provide.
Representative Projects
GPP Architecture

St. John’s College Lecture Theatre Renovation, University of Manitoba
2007

Atoskiwin Training & Employment Centre
2006

La Broquerie Municipal Town Hall
2006

St. Boniface General Hospital Front Entrance and Atrium
2006

National Bank of Canada Renovations, Provencher Boulevard
2005

Helen Betty Osborne Ininiw Educational Resource Centre
2004

Philippine-Canadian Centre of Manitoba
2004

Esplanade Riel & Provencher Bridge
2003

Pinaymootang School Gymnasium Addition
2003

St. Boniface College Student Centre
2003

Shelter for Aboriginal Women
2002

Villa Youville Personal Care Home
2002
GUY PRÉFONTAINE  BES, M. ARCH, MAA, MRAIC, LEED-BD&C  
GPP Architecture Inc. / Principal / Architect

Guy Préfontaine is the sole Principal of GPP Architecture Inc., a firm with over a half century of experience in designing landmark projects in Winnipeg and around the world. Guy’s approach is to gain the deepest possible understanding of the clients’ needs as well as the site’s hidden potential and make the project truly converse with its environment and become truly relevant in its context. Guy’s ability to combine these resonates with clients as exemplified with his winning of the recent International Peace Gardens Design Competition to build a New Peace Tower at the Garden to replace its predecessor, yet another landmark structure.

Guy co-founded GPP Architecture Inc. over 2 decades ago with partners who had the same aspirations for their clients as well as for their designs. Guy is a fully bilingual Franco-Manitoban who injects the passion, energy and pride of his rich regional cultural character into all of his projects. As well as being a registered member of the Manitoba Association of Architects, the Royal Architectural Institute of Canada and a LEED accredited professional, he also chairs numerous committees and Boards of Directors.

PROFILE OF PROFESSIONAL EXPERIENCE

Housing
- Aboriginal Training Excellence Centre  
  Nelson House, MB
- Madeline Seniors Housing Co-op (gppa + ft3)  
  Winnipeg, MB
- Punjab Cultural and Seniors’ Centre  
  Winnipeg, MB
- Austin Street Shelter  
  Winnipeg, MB
- Helen Betty Osborne Ininiw Education Centre Teacherages & Student Housing  
  Norway House, MB
- Jack River School Remediation & Renovation  
  Norway House, MB
- Lynn McLean Memorial Garden (St. John College)  
  Pinaymootang, MB
- Pinaymootang School Gymnasium Addition & Renovation  
  Thicket Portage, MB
- Thicket Portage School Renovation  
  Winnipeg, MB
- St John College Lecture Theatre 118 Renovation  
  Winnipeg, MB
- Balmoral Hall School Performing & Visual Arts Centre  
  Stony Mountain, MB
- Faculty of Dentistry Renovation & Addition  
  Norway House, MB
- Rockwood Institute Gymnasium  
  Norway House, MB
- Helen Betty Osborne Ininiw Education Centre  
  St. Boniface College Student Centre  
  Winnipeg, MB

Education
- Robert Schultz Lecture Theatre  
  Winnipeg, MB
- St Johns College Computer Lab Renovation  
  Winnipeg, MB
- The Daily Bed Café Patio Project (St. John College)  
  Norway House, MB
- Jack River School Remediation & Renovation  
  Winnipeg, MB
- Lynn McLean Memorial Garden (St. John College)  
  Norway House, MB
- Pinaymootang School Gymnasium Addition & Renovation  
  Pinaymootang, MB
- Thicket Portage School Renovation  
  Thicket Portage, MB
- St John College Lecture Theatre 118 Renovation  
  Winnipeg, MB
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  Winnipeg, MB
- Rockwood Institute Gymnasium  
  Stony Mountain, MB
- Helen Betty Osborne Ininiw Education Centre  
  Norway House, MB
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PROFILE OF PROFESSIONAL EXPERIENCE

Housing
- Aboriginal Training Excellence Centre  
  Nelson House, MB
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  Winnipeg, MB
- Punjab Cultural and Seniors’ Centre  
  Winnipeg, MB
- Austin Street Shelter  
  Winnipeg, MB
- Helen Betty Osborne Ininiw Education Centre Teacherages & Student Housing  
  Norway House, MB
- Jack River School Remediation & Renovation  
  Norway House, MB
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- Robert Schultz Lecture Theatre  
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  Winnipeg, MB
- Faculty of Dentistry Renovation & Addition  
  Winnipeg, MB
- Rockwood Institute Gymnasium  
  Stony Mountain, MB
- Helen Betty Osborne Ininiw Education Centre  
  Norway House, MB
- St. Boniface College Student Centre  
  Winnipeg, MB
### Institutional
- Esplanade Riel / Pont Provencher Paired Bridge  
  Winnipeg, MB
- International Peace Gardens (gppa + ft3)  
  Centre for Peace  
  Winnipeg, MB
- Interpretive Centre  
  Winnipeg, MB
- Accommodations  
  Boissevain, MB
- International Peace Gardens Planning & Development (gppa + ft3)  
  Boissevain, MB
- National Archives of Canada  
  Gatineau, QC
- St. Boniface General Hospital Front Entrance & Atrium  
  Winnipeg, MB
- 17 Wing CFB Winnipeg Centre of Excellence for Air Force Training & Professional Development Study  
  Winnipeg, MB
- Manitoba Hellenic Cultural Centre  
  Winnipeg, MB
- Métis Interpretive Centre  
  St. Laurent, MB
- St. Boniface Sculpture Garden  
  Winnipeg, MB

### Commercial
- Vantis Credit Union  
  Winnipeg, MB
- Great Grey Owl Wilderness Adventure Eco-Lodge  
  Aikens Lake, MB
- Apotex Biotechnical Fermentation Labs and Factory  
  Winnipeg, MB
- Brandon Agricultural Research Centre  
  Brandon, MB
- Public Market Site - Urban design and implementation  
  Winnipeg, MB

### Feasibility Studies
- St. Boniface Urban Development Study  
  Winnipeg, MB
- Old St. Boniface French Quarter, Provencher Boulevard Development  
  Winnipeg, MB
- Visions for Bilingual Rural Municipalities Regional Planning Studies & Design  
  Somerset, Saint-Lazare, Saint-Claude, Saint-Georges, Notre-Dame de Lourdes, Ste. Anne, Montcalm & Lorette, MB
- Performing Arts Centre Study, St. James-Assiniboia School Division  
  Winnipeg, MB
- Provencher Boulevard, Design Guidelines  
  Winnipeg, MB
- Urban Aboriginal Reserve Study  
  Winnipeg, MB
- Selkirk Sports Complex: Addition & Study  
  Selkirk, MB
ft3 ARCHITECTURE LANDSCAPE INTERIOR DESIGN

ft3 Architecture Landscape Interior Design provides full architectural, landscape and interior design services for academic, health and wellness, complex multi-family housing, and corporate office environments throughout western Canada. Established in 1975 and headquartered in Winnipeg, we're proud of our reputation for excellence rooted in four key principles:

1. Hire and develop the best and brightest design talent and critical thinkers in the industry;
2. Create innovative design solutions driven by our clients' needs, vision, budget and schedule;
3. Seek client input at each and every stage of the process, ensuring that when the work is completed the project remains an enduring source of pride for its users, owners and community; and
4. Ensure that green design solutions provide the affordability, flexibility and durability that our clients require.

Our team prides itself on providing responsive service and operates within an open-office environment that values clear roles and responsibilities, effective communication and timely decision-making. We place a high value on professional expertise and staff development, a philosophy that has fueled our growth individually and collectively for 40 years.

We’re energized by design that is functional, inspirational, durable and sustainable. From multiple projects for the University of Manitoba to the student dorms at the Regina RCMP Training Depot, meticulous attention to detail and a keen awareness of community needs continue to inform our work.

Ultimately, we believe in the capacity of architecture to enhance physical and emotional well-being, productivity and quality of life. Intuitive design is no accident. Careful planning, coordination and consultation are key ingredients in design that elevates and inspires in equal measure.

ft3 STRENGTHS

- **Educational Facilities** – ft3 began 40 years ago building many K-12 schools in Manitoba. Included in this early work was a new K-12 school built for Long Plain First Nation in 1989 and a new school (1984) and later addition (2000) for Sandy Bay First Nation. We have continued with an educational focus, completing numerous projects for the University of Manitoba, University of Calgary, Canadian Mennonite University, Southport, University College of the North, Assiniboine Community College and Centre for Aboriginal Human Resources Development. In addition, we have accumulated a significant body of work for the City of Winnipeg, renovating existing playgrounds. We are currently building the new 60,000 sq. ft. Dakota Fieldhouse in Winnipeg.

- **Housing** – ft3 has been involved in building housing units that meet the needs of a wide variety of end users since the 1970s. Some of our high-visibility projects include the Kiwanis Chateau (behind Portage Place Mall), 300 Assiniboine (at the foot of the Donald Street bridge), and CMU Concord Hall (on Grant Ave). Some of our trail-blazing projects include Stomoway-on-the-Red (unique atrium), Foyer Notre Dame (developed the de-institutionalized Chez Nous philosophy of care) and the Sir Sam Steele Housing Development (one of the greenest affordable-housing developments ever built in Canada). We have also completed three dormitories for the RCMP in Regina, and student housing for the Centre for Aboriginal Human Resources Development, Southport and University College of the North.

- **Environmentally Responsible Design** – ft3 is committed to design that is socially and environmentally responsible. Our office at The Strand on Winnipeg’s historic Waterfront
Drive has received LEED CI Gold certification for Commercial Interiors, adding to one LEED Certification, nine LEED Platinum, 41 LEED Gold, and two LEED Silver Certifications that our projects have received to date. In addition, ft3 currently has three projects that are being renovated to either BOMA certification standards (Cargill Building) or built to Green Globes standards (Grace Hospital ED and Dauphin Regional Health Centre ED).

- **Accessibility** – We believe in the capacity of architecture to enhance physical and emotional well-being, productivity and quality of life. Our mandate is to develop design solutions that make spaces work efficiently and effectively for human wellness. In 2010, ft3 received the City of Winnipeg, Accessibility Special Recognition Award for the Sir Sam Steele, Habitat for Humanity housing development. And in 2014 we received the Winnipeg Accessibility Awards Renovation (Outdoor) for the Grace Hospital South Parking Lot Expansion.

- **Integrated Design Process** – ft3 regularly implements IDP in our projects in which all of the project’s stakeholders are integrated into the design process to allow synergistic benefits to be realized and common values to be maintained.

- **Ensuring Quality of Trades Work** – Detailed reviews of each trade’s experience helps ensure effective, efficient teams are struck. Mock-ups help establish a shared vision of the details and sets quality standards. Milestone site reviews maintain quality control. Collaborative working environments are emphasized by involving trades in start-up meetings so they can see their role in context. Because of this positive, collegial approach, we are fortunate to work with many of the same high-quality trades people time and time again.

- **Developing Creative or Alternative Solutions** – Our office workstations are organized into ‘pods’ to allow everyone on a project to sit together to easily collaborate, communicate, and brainstorm. There are no offices in our space; principals sit with junior staff so that experience, enthusiasm and a variety of perspectives register on each project.

- **Technology** – We utilize the 3D modeling programs Revit and AutoCad throughout the design process. This software allows us to demonstrate design in traditional 2D and 3D. This modelling can be available at meetings to assist in understanding how the project progresses.

- **Three Disciplines Under One Roof** – ft3 has three architectural disciplines under one roof: Architecture, Landscape Architecture and Interior Design. We believe that this provides strategic advantages in project delivery for our clients and we have successfully implemented numerous projects as a three-discipline team.

- **ft3 Staff** – ft3 is currently staffed with 22 men and 22 women and two of the five Principals are female. Seven of the staff are LEED accredited professionals including Marten Duhoux (who is a National Director of the Canadian Green Building Council and a Chair of the Manitoba Chapter) and Jennifer Atherton (who is ft3’s Sustainability Coordinator). In addition, ft3 has several staff who are immigrants and others who hold Metis status cards. As a medium sized business, we have staff who are fluent in French, Spanish, German, Dutch, Tagalog, and Serbo-Croatian.

- **Indigenous Awareness Training (On-going)** – As part of our strategic planning we have implemented training for our staff to better understand the historical and cultural perspectives of Canadian Indigenous peoples. This flows from the recommendations of the Truth and Reconciliation Commission, Recommendations for Business.

- **CCAB Membership (On-going)** – As a member of the Canadian Council for Aboriginal Business we are committed to forming meaningful connections with our clients and other organizations of similar mind to further the advancement of Indigenous business and companies.

- **iap2 Training (On-going)** – We have invested in training with the International Association for Public Participation to further our community engagement methodology.

- **Average Volume of Work** – ft3 is involved in 100 to 120 active projects at any given time that range in value from $2K to $75M and cover a wide variety of deliverables.
MARTEN W DUHOUX  Architect AAA MAA NWTAA SAA MRAIC AIA LEED® BD+C ID+C
ft3 Architecture Landscape Interior Design / Principal / Architect / Principal in Charge

Marten Duhoux's diverse portfolio reflects a career informed by international experience and an unparalleled commitment to sustainability. He received his Master of Science in Architecture from Delft University of Technology (Netherlands) and pursued a career informed by the belief that green buildings are affordable, durable and functional. Working in the Netherlands, United States and Canada, Marten’s portfolio has grown to include a specialization in housing development, in addition to a wide range of experience in commercial space, academic and healthcare facilities, institutional landmarks and restaurants.

A LEED® Accredited Professional since 2008, he is a National Director of the Canada Green Building Council (CaGBC) and Chair of the Manitoba Chapter of the CaGBC. Committed to sustainability as a consideration from the earliest stages of design and throughout the life of a project, his projects include the International Peace Gardens Interpretive Centre (LEED Silver Certified), the ft3 offices at The Strand on Waterfront Drive (LEED CI Gold Certified), and the Habitat for Humanity Winnipeg Sir Sam Steele Housing Development (9 LEED Platinum and 25 LEED Gold Certifications in addition to a City of Winnipeg Accessibility Special Recognition Award in 2010.)

COMMUNITY INVOLVEMENT
2016 – Present National Board Member, Canada Green Building Council (CaGBC),
2015 – Present Red River College, Applied Research Advisory Committee Member
2015 – Present Chair, Canada Green Building Council (CaGBC), MB Chapter
2014 – Present Winnipeg Symphony Orchestra, Member, Board of Directors
2012 – 2014 MAA Representative SCEWE Sub Committee Energy & Water Efficiency
2010 – 2012 Board Member, Canada Green Building Council (CaGBC)
2010 – 2012 Chair, Leaders Forum, CaGBC
2009 – 2012 Chair, CaGBC, Manitoba Chapter
2007 – 2009 Director, CaGBC, MB Chapter

PROFILE OF RELEVANT PROFESSIONAL EXPERIENCE

POST-SECONDARY HOUSING
• Assiniboine Community College, Multi-Family Student Housing, Valleyview Building Feasibility Study Brandon, MB
• Centre For Aboriginal Human Resources Development (CAHRD) Student Housing, Phase 2 and Phase 3 Winnipeg, MB
• Centre For Aboriginal Human Resources Development (CAHRD) Student Housing, Daycare Winnipeg, MB
• RCMP Fort Dufferin Dorm (LEED Coordinator) Regina, SK
• Manitoba Housing, University College of the North: Student Housing, 24 units, New Build, 6 Gold LEED Canada Homes The Pas, MB $ 6.3 M
• Manitoba Housing, University College of the North: Student Housing, 24 units, New Build, 6 Gold LEED Canada Homes Thompson, MB $ 7.5 M

OTHER HOUSING
• 375 Assiniboine, Building Assessment Winnipeg, MB
• Armetc Assisted Living, Design and Office Calgary, AB
• Flatlanders Housing at Vineyard Church: Winnipeg, MB
  – Phase 1: 10-Bed Communal Living $ 0.3 M
  – Phase 2: 10-Bed Dorms $ 0.8 M
  – Phase 3: 10-Bed Dorms $ 0.9 M
• Hemlock Apartments, Rebuild Flin Flon, MB

EDUCATION
• 2000, Master of Science in Architecture, Delft University of Technology (Netherlands)

CAREER SUMMARY
• 2011 – Present, Principal, ft3 Architecture Landscape Interior Design, Winnipeg
• 2004 – 2011, Project Manager, ft3 Architecture Landscape Interior Design, Winnipeg
• 2000 – 2004, Intern Architect, Gutierrez / Associates Architects, Oakland, CA
• 1996 – 1999, Student Assistant, Delft University of Technology (Netherlands)
• 1997, Intern, Rijksgebouwendienst, Department of Governmental Buildings in the Netherlands, The Hague (NL)
• Kenaston Village, exterior upgrades, 296 Condos
  Winnipeg, MB $ 4.0 M

• LGC Housing, Multi-Family Housing
  Winnipeg, MB

• Manitoba Housing, Brandon Affordable Housing, 24 units,
  New Build, 4 Gold LEED Canada Homes
  Brandon, MB $ 8 M

• Meadowood Gardens, Phase 2 (Architectural Intern)
  Winnipeg, MB

• Metrokiwanis, New Housing (in construction)
  Winnipeg, MB

• Neepawa Kinsmen Terrace, Feasibility Study
  Neepawa, MB

• Nova House, New Housing (in construction)
  Selkirk, MB

• Oakland Housing Authority:*
  – 2136 Seminary Avenue, re-use / modernization of 12 units
  – Harrison Street – ADA, upgrade and
    modernization OHA head office
  Oakland, CA

• Okolita Park Condominiums (in design)
  Winnipeg, MB

• Peguis First Nation Personal Care Home, Feasibility Study
  Peguis First Nation, MB

• Prairie Grove Condos
  Lorette, MB

• St James Terrace, Phase 3
  Winnipeg, MB

• St James Kiwanis Courts East, Phase 4 (in construction)
  Winnipeg, MB

• St. Matthews, WestEnd Commons, Church Housing
  Winnipeg, MB $ 5.0 M

• Sioux Lookout Hostel (Specifications Writer)
  Sioux Lookout

• Sir Sam Steele Housing Development for Habitat for
  Humanity Winnipeg, 34 new houses, 9 Platinum
  and 25 Gold LEED Canada Homes
  Winnipeg, MB

• The Strand on Waterfront Drive
  Winnipeg, MB $ 8.0 M

• URSA Group Home, Copperfield
  Winnipeg Beach, MB

• Winnipeg Beach Assisted Living, Study
  Winnipeg Beach, MB

OTHER ACADEMIC

Post-Secondary

• Salvation Army WCB/CFOT Library and College for
  Officer Training, 290 Vaughan St., renovations
  Winnipeg, MB $ 4.5 M

• University of Manitoba, Agri-Health
  Winnipeg, MB

• University of Manitoba, Cable Plant upgrades
  Winnipeg, MB $ 0.3 M

K to 12

• 49-er Academy Modernization*
  Menlo Park, CA

• Belle Haven Elementary School: modernization, fire repair*
  East Palo Alto, CA

• Calvin Christian Collegiate, Gymnasium Addition
  Winnipeg, MB

• Green Oaks Elementary School: modernization, fire repair*
  East Palo Alto, CA

• Lord Nelson School, Gymnasium and Entrance,
  NC 2009, Silver pending
  Winnipeg, MB

• Menlo Oaks Elementary School, modernization*
  Menlo Oaks, CA

• Ravenswood City School District – tenant
  improvements, fire repair in admin building*
  East Palo Alto, CA

• Ravenswood Middle School: modernization, roof replacement,
  portable classrooms addition*
  East Palo Alto, CA

• Runnymede Elementary School: modernization,
  portable buildings*
  East Palo Alto, CA

• San Benito II, Public Industry Council, Child Care Facility*
  San Benito, CA

• St Alphonsus Daycare Fit-Up
  Winnipeg, MB

• Willow Oaks Elementary School, modernization*
  East Palo Alto, CA

* With a previous firm.
JERALD D PETERS

Architect AAA AIBC MAA OAA SAA FRAIC LEED® AP
ft3 Architecture Landscape Interior Design / Principal-in-Charge / Student Residence Expert

Jerald brings nearly 25 years of experience creating vibrant, functional spaces, and has provided leadership and technical expertise on an extensive array of projects in healthcare, institutional, housing, and commercial environments. Jerald oversees all aspects of design development and project management, including team assembly and client, contractor and regulatory agencies liaison. His expertise also includes leading Integrated Design Process (IDP) workshops / design charrettes intended to mine the vision and expectations of both clients and stakeholders and distill their feedback into cohesive, innovative design concepts. Jerald has a passion for personal care home design beginning with his graduate thesis more than two decades ago and continuing throughout his professional career.

HONOURS
• Commercial Award of Excellence for Cambrian Credit Union, Bison Drive Branch, Manitoba Masonry Institute and the Manitoba Masonry Contractors Association, 2014
• Canadian Precast/Prestressed Concrete Institute, Roy Willwerth Precast Concrete Architectural Recognition Award, 2013
• Saskatchewan Masonry Institute, 2012 Masonry Design Awards, Award of Merit, Residential – Multiple Unit Dwelling Masonry Design Award for RCMP Fort Dufferin Dorm, Principal-in-Charge/Architect
• Architectural Design Competition for RCMP Campus Entry and Dormitory Building – Winning Bid, Regina, SK, 2008, Principal-in-Charge/Architect

COMMUNITY INVOLVEMENT
2012 – Present
Manitoba Association of Architects/Department of Architecture Committee
2005 – Present
Engineering, Geoscientists and Architecture Inter-Association Relations Joint Board
2013 – 2015
Chair, Mennonite Brethren Collegiate Institute
2012 – 2013
Past President, Manitoba Association of Architects
2011 – 2012
President, MAA
2010 – 2011
Vice President, MAA
2009 – 2010
Secretary/Treasurer, MAA
2009 – 2010
Chair, Practice Committee, MAA
2008 – 2013
Board Member, Mennonite Brethren Collegiate Institute
2008 – 2013
Council Member, Manitoba Association of Architects
2008 – 2012
Chair, Building Committee, MBCI
2005 – 2007
Chair, Strategic Planning Committee, McIvor Avenue MB Church
2004 – 2007
Practice Committee, Manitoba Association of Architects
2002 – 2003
Moderator, McIvor Avenue Mennonite Brethren Church
1999 – 2001
Assistant Moderator, McIvor Avenue Mennonite Brethren Church

SEMINARS AND CONFERENCES
As a Presenter
• “The Cornerstone Experience”, case study, ft3’s hosted Life Lease Seminar, Winnipeg, MB, October 2012
• “Seeing the Gold in Green”, a case study on the new Concord Hall residence at the Canadian Mennonite University, co-presenter, Better Buildings 2007, Winnipeg, MB, April 2007
As an Attendee

2014, July  Design and Health World Congress, Toronto, ON
2012, May  Environments for Aging 2012, Orlando, FL
2012, June  RAIC Festival, Royal Architectural Institute of Canada, St. John's, NL
2012, Apr  Banff Session 2012, Alberta Association of Architects, Banff, AB
2011, Mar  Environments for Aging 2011, Atlanta, GA
2008, Mar  Manitoba Geothermal Conference
2005, Nov  Health Care Design, Scottsdale, AZ
2004, Jan  Photovoltaics
2003, Oct  LEED® (Leadership in Energy and Environmental Design), Advanced Seminar, Winnipeg, MB
2003, Sept  CEO Strategic Planning Forum PSMJ Resources, Inc, Martha's Vineyard, MA
1999, Dec  Symposium on Health Design, Orlando, FL
1998, May  Building Blocks Housing Forum, CentrePlan, Winnipeg, MB

PROFILE OF RELEVANT PROFESSIONAL EXPERIENCE

POST-SECONDARY HOUSING

• Canadian Mennonite University, Student Residence Winnipeg, MB $ 4.0 M
• RCMP Student Dormitories and Campus Entry: Fort Dufferin Dorm (LEED Canada NC v1.0 Silver), Fort Macleod Dorm, and Fort Walsh Dorm Regina, SK $ 78.0 M
• University of Manitoba, 45 Maclean Crescent Student Residence, to working drawings Winnipeg, MB $ 18.7 M
• University of Manitoba, Student Residence Modernization Study Winnipeg, MB $ 31.2 M

OTHER ACADEMIC

• Canadian Mennonite University: Winnipeg, MB
  – Marpeck Commons Library and Bridge $ 10.8 M
  – Building Additions and Renovations $ 2.3 M
  – Campus Model
• SHL Learning Technologies Inc. Winnipeg, MB $ 0.5 M
• University of Koblenz, Design Competition Germany $ 100.0 M
• University of Manitoba: Winnipeg, MB
  • Medical Rehabilitation, Addition and Renovation $ 2.4 M
  • Medical Rehabilitation, Laboratory Renovations $ 0.5 M
  • Isbister Computer Laboratory $ 0.3 M
  • Cable Plant Upgrades $ 0.3 M
  • Faculty of Dentistry, Hart and Brass Laboratory Renovations $ 2.7 M
  • Faculty of Environment, Wallace Building:
    • Addition 1 $ 2.7 M
    • Addition 2 $ 4.8 M
    • Shell $ 8.4 M
• Faculty of Medicine:
  – Clinical Learning Simulation Facility $1.8 M
  – Basic Medical Sciences Building, Building Addition, Phase 1 Shell $1.8 M
  – Dean’s Office Consolidation $2.5 M
  – Regenerative Medicine Laboratory Fit-Up:
    • Phase 2A $1.3 M
    • Phase 2B $3.2 M
    • Phase 3 $0.9 M
  – BMSB Skills Lab $1.0 M
  – Basic Medical Sciences Building Roof Top Expansion Study $3.5 M
  – Kleysean Institute for Advanced Medicine, 4th Floor Neuroscience Lab
  • John Buhler Research Centre, Manitoba Centre for Proteomics and Systems Biology Laboratory/Manitoba Telehealth offices $2.5 M
  • Manitoba Institute for Materials $3.2 M
• University of Calgary: Calgary, AB
  – Faculty of Nursing $9.2 M
  – Faculty of Social Work $4.5 M
• Health Sciences Centre, Site Feasibility Study, Adult Inpatient Redevelopment Project Winnipeg, MB

OTHER HOUSING
• 300 Assiniboine Ave., New Luxury Highrise Apts Winnipeg, MB $70.0 M
• Castle Gardens Winnipeg, MB $32.5 M
• Channing Apartment Balconies, New and Reconstruction Flin Flon, MB $0.3 M
• Cornerstone Life Lease Estates (ARCIA): Winnipeg, MB
  – Phase 1 $12.3 M
  – Phase 2 $14.1 M
• First Street Apartments Brandon, MB $4.0 M
• Hemlock Apartments, New and Renovation Flin Flon, MB $2.0 M
• Prairie Grove Apartments Lorette, MB $1.5 M
• Sioux Lookout Hostel Sioux Lookout, ON $12.0 M
• The Strand on Waterfront Drive Winnipeg, MB $8.0 M
• Towne Property Condominiums Brandon, MB $25.0 M
• Valley View Apartments Brandon, MB $3.6 M
• Vineyard Church Housing, Flatlanders Inn Winnipeg, MB $2.0 M
ALEJANDRO ROBERTO ADER  MArch MAA MRAIC
ft3 Architecture Landscape Interior Design / Project Architect

Robby is a meticulous architect with 28 years of industry experience and has been with ft3 for more than 12 years. He received his training in Argentina and has practised in Canada for close to 20 years. Robby's responsibilities have included design, preparation of working drawings and coordination with engineering consultants; consultation and coordination of design teams during design phases regarding material performance, code requirements and costs; review of shop drawings; and assisting contract administrators with technical issues affecting construction.

PROFILE OF RELEVANT PROFESSIONAL EXPERIENCE

STUDENT HOUSING
- Canadian Mennonite University, Student Residence Winnipeg, MB $ 4.0 M
- RCMP Student Dormitories and Campus Entry: Fort Dufferin Dorm (LEED Canada NC v1.0 Silver), Fort Macleod Dorm, and Fort Walsh Dorm Regina, SK $ 78.0 M
- University of Manitoba, 45 Maclean Crescent, Student Residence Winnipeg, MB $ 14.0 M

OTHER ACADEMIC
Post-Secondary
- Canadian Mennonite University, Marpeck Commons and Bridge Winnipeg, MB $ 10.8 M
- Salvation Army, WCB / CFOT Library and College for Officer Training, Renovations, 290 Vaughan St. Winnipeg, MB $ 3.5 M
- University of Manitoba:
  - Agricultural and Civil Engineering, Grain Storage Research Laboratory of Agricultural and Food Sciences Winnipeg, MB $ 0.3 M
  - Faculty of Dentistry, Hart and Brass Laboratory Renovations Winnipeg, MB $ 2.7 M
  - Faculty of Environment, Wallace Building Winnipeg, MB $ 2.7 M
  - Faculty of Medicine, Clinical Learning Simulation Facility Winnipeg, MB $ 1.8 M
  - Isbister Computer Laboratory Winnipeg, MB $ 0.3 M
  - Manitoba Institute for Materials Winnipeg, MB $ 0.3 M
  - Neuropharmacology Laboratory (JBRC7) Winnipeg, MB $ 0.3 M
  - St John’s College Winnipeg, MB $ 0.5 M
  - Simmott Building Winnipeg, MB $ 0.5 M
  - Student Union Winnipeg, MB $ 0.5 M
- Winnipeg Adult Education Centre Winnipeg, MB

K to 12
- Calvin Christian Collegiate, Gymnasium Addition Winnipeg, MB $ 3.2 M
- Pine Creek First Nation School Pine Creek, MB $ 12.0 M
- Transcona Collegiate Institute Winnipeg, MB

OTHER HOUSING
- Castle Gardens Winnipeg, MB $ 30.0 M
- 300 Assiniboine Ave., 234 units, 25 storeys, New Build Winnipeg, MB $ 70.0 M
- Lions Park Housing Portage la Prairie, MB
- Meadowood Gardens Winnipeg, MB
  - Phase One, 84 Units Winnipeg, MB $ 9.5 M
  - Phase Two, 84 Units Winnipeg, MB $ 11.2 M
- Okolita Park Condominiums, Schematic Design Study Winnipeg, MB
- The Strand on Waterfront Drive Winnipeg, MB $ 8.0 M
JOANNE L MCFADDEN  BID IDA PIDIM IDC LEED® AP NCIDQ Certificate No. 0020551  
ft3 Architecture Landscape Interior Design / Principal / Professional Interior Designer

The senior interior design partner at ft3, Joanne has been involved in a wide variety of high-profile projects in both the public and private sectors that not only contribute to increased efficiency and productivity, but also enhance corporate culture and personal wellbeing. She is invested, committed and deeply involved in the evolution of each design project. She has established a dynamic team of interior design professionals who together are able to work with each client, to identify the issues and get results which offer up exciting, meaningful and well planned environments where users are part of the solution.

A specialist in rethinking office environments, Joanne has extensive experience migrating large groups of personnel. In addition, Joanne was the project designer for both the Grace Hospital Daycare Centre and The Salvation Army Family Shelter. She continues to focus on academic projects for post-secondary institutions such as the University of Manitoba, Canadian Mennonite University, and the University of Calgary.

AWARDS
• Saskatchewan Masonry Institute, 2012 Masonry Design Awards, Award of Merit, Residential – Multiple Unit Dwelling Masonry Design Award for RCMP Fort Dufferin Dorm, Project Team Member
• Architectural Design Competition for RCMP Campus Entry and Dormitory Building – Winning Bid, Regina, SK, 2008, Principal-in-Charge/Architect

SEMINARS & CONFERENCES
2014, May  Environments for Aging, Anaheim, CA
2012, June  Emergency Department Strategic Design Workshop, Washington, DC
2011, Mar  Environments for Aging, Atlanta, GA
2005, Nov  Health Care Design, Scottsdale, AZ
2004, Oct  IIDEX/NeoCon Canada Exposition and Conference, Toronto, ON
2001    Herman Miller for Healthcare Training Workshop, Grand Rapids, MI

COMMUNITY INVOLVEMENT
2014 – Present  Building Owners and Managers Association (BOMA)
2012 – Present  Winnipeg Chamber of Commerce
2009 – Present  Member of JDRF, Gala Committee

PROFILE OF RELEVANT PROFESSIONAL EXPERIENCE

HOUSING – STUDENT
• Canadian Mennonite University, Student Residence  Winnipeg, MB  $ 4.0 M
• RCMP Student Dormitories and Campus Entry: Fort Dufferin Dorm (LEED Canada NC v1.0 Silver), Fort Macleod Dorm, and Fort Walsh Dorm  Regina, SK  $ 78.0 M
• Salvation Army WCB / CFOT Library and College for Officer Training, Renovations, 290 Vaughan Street  Winnipeg, MB  $ 3.5 M
• Southport, Student Housing  Southport, MB
• University of Manitoba, 45 Maclean Crescent Student Residence  Winnipeg, MB  $ 18.7 M

ACADEMIC
• Canadian Mennonite University:  Winnipeg, MB  $ 2.3 M
  – Building Additions and Renovations  $10.8 M
  – Marpeck Commons, Library and Bridge
• University of Manitoba
Faculty of Medicine:
- Neil John Maclean Library Health Sciences Library $2.5 M
- Clinical Learning Simulation Facility $1.8 M
- Medical Rehabilitation, Addition and Renovation $1.9 M
- John Buhler Research Centre, Manitoba Centre for Proteomics and Systems Biology Laboratory / Manitoba Telehealth Office $2.3 M
- Manitoba Institute for Materials $3.2 M
- University of Calgary, Faculty of Nursing, Spatial Programming and Schematic Design Calgary, AB
- University of Calgary, Faculty of Social Work, Spatial Programming and Schematic Design Calgary, AB
- University of Calgary, Faculty of Science, Spatial Programming and Schematic Design Calgary, AB
- University of Manitoba, Student Residence Modernization Study Winnipeg, MB $31.2 M

HOUSING – OTHER
- Salvation Army Family Shelter Program, 72 Martha St Winnipeg, MB $2.8 M
- Sioux Lookout Hostel Sioux Lookout, ON $12.0 M
- The Strand on Waterfront Drive Winnipeg, MB $8.0 M
TALI SHAPERA  BEnvD MID PIDIM Provisional 
ft3 Architecture Landscape Interior Design / Interior Designer

CAREER SUMMARY
2014 – Present  ft3 Architecture Landscape Interior Design, Winnipeg, MB
2010 – 2011  Teaching Assistant, Faculty of Architecture, University of Manitoba, Winnipeg, MB

PROFILE OF RELEVANT PROFESSIONAL EXPERIENCE

HEALTHCARE
• Dr Minuk’s Laser, Skin & Hair Care* Winnipeg, MB
• Grace General Hospital, Emergency Department Redevelopment, to Construction Drawings, 2015, Green Globes New Construction v.2, targeting 3 Green Globes $35.0 M

HOUSING
• Grosvenor Condos* Winnipeg, MB

LEISURE AND RECREATION
• Holiday Inn* Winnipeg, MB
• St Charles Hotel* Winnipeg, MB

OTHER
• No Frills* Regina, SK
• No Frills* Fort St John, BC
• Revolutions Hair Salon* Winnipeg, MB
• Scotia Bank* Edmonton, AB

* With a previous employer.

EDUCATION
• 2012, Master of Interior Design, University of Manitoba, Winnipeg, MB
• 2009, Bachelor of Environmental Design, University of Manitoba, Winnipeg, MB
CHANTAL L ALARY  BEnvD  MLA SALA  OALA  CSLA LEED® AP
ft3 Architecture Landscape Interior Design / Principal / Landscape Architect

Chantal is a Franco-Manitoban Registered Landscape Architect in Manitoba and Saskatchewan, with over 16 years of experience in landscape design and ten years at ft3. She is a LEED Accredited Professional and involved in ft3’s LEED projects.

With experience in managing projects of varying size and scope, Chantal approaches her work with intent and a focus on context, program, and ultimately user needs. Since 1999, Chantal’s portfolio of projects has primarily concentrated on site planning of various scales and shaping the built environment to respond directly to project goals. Among her past work are the RCMP Campus Entry and Dormitories at the Depot in Regina, the poetic Carol Shields Memorial Labyrinth, the culturally-driven Waabanong Interpretive Master Plan, streetscaping for the 300 Assiniboine apartment building and the expansion of the Grace Hospital Parking Lot.

As the Director of the Landscape Department, Chantal manages her team and directs the site assessments; develops landscape design that effectively integrates sites and buildings; and prepares working drawings of all exterior spaces.

Chantal’s recent project experience includes leading the site planning for the Canadian Mennonite University Marpeck Commons and Bridge, and the now in construction Grace Hospital Emergency Department. For the CMU project, site planning extended beyond the apron of the building to link the small, yet disconnected campus (via a pedestrian aboveground link and extensions of pedestrian pathways) to existing facilities and the adjacent residential neighbourhood.

Responsibilities: As a Landscape Architect, Chantal will work with the team to develop a site-specific landscape solution that promotes a clear definition of spaces and circulation through climate appropriate design solutions and strategies. She will be responsible for the pedestrian realm and ensuring a safe, well lit environment on the project campus. She will also identify sustainable landscape strategies and integrate these with the civil and sustainability consultants.

HONOURS

2014 City of Winnipeg Access Award for Physical Access, Renovation – Outdoor, Grace Hospital South Parking Lot Expansion
2012 Saskatchewan Masonry Institute, Masonry Design Awards, Award of Merit, Residential – Multiple Unit Dwelling Masonry Design Award for RCMP Fort Dufferin Dorm, Project Team Member
2005 Lower Fort Garry Visitor Reception Centre Addition, presented at the United Nations Climate Change Conference, Montreal, QC
2002 Silver Medal Recipient – Canadian Society of Landscape Architects, University of Manitoba, Winnipeg, MB
1999 + 2000 Book Award, Manitoba Association of Landscape Architects, University of Manitoba, Winnipeg, MB

COMMUNITY INVOLVEMENT

2013 – Present  Member, Chambre de Commerce Francophone de Saint-Boniface
2003 – 2007  Member (Honoured with Volunteer of the Year, 2006), Field Development Committee, Manitoba Organization of Disc Sports (MODS) – Winnipeg, MB
PROFILE OF RELEVANT PROFESSIONAL EXPERIENCE

HOUSING – STUDENT
- Canadian Mennonite University, Student Residence Winnipeg, MB $ 4.0 M
- Centre for Aboriginal Human Resources Development (CAHRD), Housing Winnipeg, MB
- RCMP Student Dormitories and Campus Entry: Fort Dufferin (LEED Canada NC v1.0 Silver), Fort Macleod, and Fort Walsh Dormitories Regina, SK $ 78.0 M
- Southport, Student Accommodations Building Southport, MB $ 9.2 M
- University College of the North: Student Housing, 24 units, New Build, 6 Gold LEED Canada Homes The Pas, MB $ 6.3 M
- University College of the North: Student Housing, 24 units, New Build, 6 Gold LEED Canada Homes Thompson, MB $ 7.5 M

ACADEMIC
- Calvin Christian Collegiate, Gymnasium Addition Winnipeg, MB
- Canadian Mennonite University, Marpeck Commons and Bridge Winnipeg, MB $ 10.8 M
- City of Winnipeg, Rosehill Park Meadows West School Winnipeg, MB $ 0.12 M
- Ecole Provencher Nature Park Schoolyard Winnipeg, MB
- Ecole Régional Gabrielle Roy Schoolyard Entrance Illes-des-chênes, MB
- Lord Nelson School, Gymnasium and Entrance, NC 2009, Silver pending Winnipeg, MB
- University of Manitoba, Manitoba Institute for Materials Winnipeg, MB $ 3.2 M

HOUSING
- 300 Assiniboine Winnipeg, MB $ 60.0 M
- Brandon Affordable Housing, 24 units, New Build, 4 Gold LEED Canada Homes Brandon, MB $ 8 M
- Castle Gardens Winnipeg, MB
- Cornerstone (ARCIA) Life Lease Estates, Phase 1 and 2 Winnipeg, MB $ 12.8 M
- Sir Sam Steele Housing Development, Habitat for Humanity Winnipeg, 34 new houses, 9 Platinum and 25 Gold LEED Canada Homes Winnipeg, MB
- Keewatin Housing Authority, Family Housing Thompson, MB $ 9.1 M
- LGC Family Place Winnipeg, MB $ 11.2 M
- Meadowood Gardens, Phase 2, 160 Units Winnipeg, MB
- Metropolitan Kiwanis Courts Building Additions Winnipeg, MB
- Neepawa Kinsmen Terrace Feasibility Study Neepawa, MB
- Niakwa Estates Roofdek Redevelopment * Winnipeg, MB
- St. James Terrace, Phase 2 and 3 Winnipeg, MB
- Sioux Lookout Hostel Sioux Lookout, ON $ 12.0 M
- The Strand on Waterfront Drive Winnipeg, MB $ 8.0 M
- URSA Copperfield Group Home Calgary, AB

* While at another firm.
SUZY MELO  BEnvD  MLArch  MALA  CSLA  
ft3 Architecture Landscape Interior Design / Landscape Architect

Suzy joined ft3 in 2012 with great enthusiasm and a distinct strength in visual communication. Her innate ability to graphically emote the quality of space supports the team. She is passionate about the transitional spaces between interior and exterior; those that are strongly delineated by built architecture. Her focus is on identification of design flexibility, planting schemes, research and the preparation of the working documents at all stages.

CAREER SUMMARY
2014 – Present  Landscape Architect, ft3 Architecture Landscape Interior Design, Winnipeg, MB
2010 – 2012  Landscape Architectural Intern, McGowan Russell Group, Winnipeg, MB
2008 – 2010  Teacher’s Assistant positions, Masters Studio 4 and 6, Site Planning EnVD, Drawing Summer Workshops, Faculty of Architecture, University of Manitoba, Winnipeg, MB
2005 – 2009  Designer, Two Degrees Interiors, Winnipeg, MB

AWARDS
• Popple, one of five winning submissions. Suzy Melo and Meaghan Hunter, International Garden Festival, 2015, Les Jardins de Métis / Reford Gardens, Grand-Métis, Quebec, Canada.
• Popple in Grand-Métis, Quebec, Premier’s Award of Excellence, 2015. Category: Small Projects. Landscape Architect: Melo Suzy; Landscape Architectural Intern: Meaghan Hunter; Owner/Client: Les Jardins de Metis / Reford Gardens. The use of colourful curtains mimics the sounds and imagery of the trembling aspen on the existing site. Five vertical planes of multi-colored discs dance in the wind, creating a foreground and background that highlights the qualities of the surrounding trees.

PROFILE OF RELEVANT PROFESSIONAL EXPERIENCE

HOUSING
• Centre for Aboriginal Human Resources Development (CAHRD) Housing, Phase 3 Winnipeg, MB
• The Cornerstone (ARCIA) Life Lease Estates, Phase 2 Winnipeg, MB $ 12.8 M
• Habitat for Humanity, Fernbank Ave Housing Development Winnipeg, MB
• Neepawa Kinsmen Terrace Neepawa, MB
• Okolita Park Condominiums, Schematic Design Study Winnipeg, MB
• St. James Terrace, Phase 3 Winnipeg, MB
• URSA Copperfield Group Home Calgary, AB

ACADEMIC
• Calvin Christian Collegiate, Gymnasium Addition Winnipeg, MB
• Canadian Mennonite University, Marpeck Commons and Bridge Winnipeg, MB $ 8.0 M
• Lord Nelson School, Gymnasium and Entrance, NC 2009, Silver pending Winnipeg, MB $ 3.0 M

INFRASTRUCTURE / PUBLIC SPACE
• Market Avenue Streetscaping* Winnipeg, MB
• West Hawk Lake Townsite Streetscaping* West Hawk, MB

* While with McGowan Russell Group.
JENNIFER A ATHERTON  BEnvD BEnvSC LEED® AP BD+C
ft3 Architecture Landscape Interior Design / Sustainable Building Analyst / Sustainability Coordinator

Combining her Bachelor degrees in Environmental Design and Environmental Science with her passion for the sustainable built environment, Jennifer has contributed to the successful certification of several LEED and Green Globes projects. With nine years of experience, she has acquired extensive technical knowledge of a wide variety of standards, rating systems, principles and practices essential for green design, construction, operation and maintenance. Jennifer has served as a member of the Technical Support Team for the adaptation of LEED Canada-Cl v1.0 and has been involved with a wide range of project types including commercial, healthcare, education, housing, and institutional facilities. With nine years of LEED certification experience in all rating systems, Jennifer’s effective analytical, problem solving and research skills, and experience in the environmental field supports working with clients to design and develop sustainable initiatives, address regulatory requirements, and resolve compliance issues.

CAREER SUMMARY
2013 – Present  ft3 Architecture Landscape Interior Design, Winnipeg, MB
2011 – 2012  DIAGRAM Building Certification Consultants, Winnipeg, MB
2006 – 2011  Sustainable Solutions Inc., Winnipeg, MB
2004 – 2006  Keewatin Publications, Regina, SK / Winnipeg, MB
2002 – 2004  The Faneuil Group, Winnipeg, MB

CANADA GREEN BUILDING COUNCIL
• Technical Support Team for LEED Canada-Cl v1.0 adaptation
• LEED Canada NC/CS 2009 Letter Template beta tester

PROFILE OF RELEVANT PROFESSIONAL EXPERIENCE
HOUSING
• Aboriginal Personal Care Home 2011 *  Winnipeg, MB
• Manitoba Housing, Multi-Family Housing, 24 units, 4 Gold LEED Canada Homes  Brandon, MB
• Manitoba Housing, University College of the North: Student Housing, 24 units, New Build, 6 Gold LEED Canada Homes  Thompson, MB
• Manitoba Housing, University College of the North: Student Housing, 24 units, New Build, 6 Gold LEED Canada Homes  The Pas, MB
• RCMP Student Dormitories and Campus Entry: Fort Dufferin Dormitory, LEED Canada NC v1.0 Silver  Regina, SK

ACADEMIC
• Calvin Christian Collegiate, Gymnasium Addition  Winnipeg, MB
• Dakota Fieldhouse, New Construction, LEED Silver Certification pending  Winnipeg, MB
• Garden City Collegiate, 2 Green Globes 2012 *  Winnipeg, MB
• Lord Nelson School, Gymnasium and Entrance, LEED NC 2009, Silver pending  Winnipeg, MB
• Prairie Dale Middle School 2011 *  Schanzenfeld, MB
• University of Manitoba School of Art 2012 *  Winnipeg, MB

* Projects from previous employment.
SUB CONSULTANTS
CKP, Epp Siepman, Barnes & Duncan, Handscomb

Crozier Kilgour & Partners

Barnes & Duncan with ft3

Hanscomb with ft3

Epp Siepman with ft3
Crosier Kilgour & Partners is a consulting engineering firm of unique design. While we take our professional responsibility as engineers very seriously, we also brand our work with our distinctively dynamic personality and a fresh perspective.

We are the first choice of clients seeking depth of experience and breadth of knowledge, along with the right balance of innovation and advanced problem-solving techniques. Our clients enjoy working with us because we are good natured, approachable and bring imagination and a sense of exuberance to the careful, skillful work that we do.

Among our company’s guiding principles, the most fundamental is our belief that forming lasting relationships is as integral to our business as building durable structures. We have a deep appreciation for the solid relationships we have forged with clients, architects and suppliers around Canada over the past 62 years and look forward to the connections we will make in our next half century.

Last but not least, we understand that a company is only as good as its people – and our people are great. This is why we confidently invest in our team and in the best technology to help them carry out leading-edge projects and provide innovative solutions to our clients.
Since 1954, Crosier Kilgour & Partners earned a national reputation for the skilful application of engineering principles to achieve elegant, yet cost-effective and durable solutions. As Winnipeg’s leading structural engineering consulting firm, we continue to allow the calibre of our work to stand for itself.

Our high standards are evident in the creative and enduring contributions we have recently made in the development of some of the city’s most prominent structures, including Manitoba Hydro’s downtown headquarters, Red River College’s Princess Street Campus, the Millennium Library, Investors Group Inc.’s corporate offices at One Canada Centre, the redevelopment of the Winnipeg James Armstrong Richardson International Airport, Investors Group Field and the RBC Convention Centre.

Our substantial expertise also includes the assessment and restoration of building facades and envelopes. This is often a complex process, not only because duress is usually discernible only after problems are well advanced, but because there are a large number of variables to consider in most investigations. Crosier Kilgour & Partners has conducted a wide range of assessments, from 250-year-old historical structures to new facilities experiencing moisture intrusion.

Crosier Kilgour & Partners is able to work equally with existing cladding systems or new cladding system designs. Through continual research, testing, computer modeling and our own in-house expertise, we have designed conventional and non-conventional building envelope systems in order to provide durable and cost-effective wall system solutions. Finally, Crosier Kilgour & Partners has a comprehensive knowledge of the relevant building codes and design standards applicable to glazing systems. Crosier Kilgour & Partners utilizes in-house analysis tools such as thermal and moisture analysis software to determine the appropriate level of performance for a window system, whether constructed of aluminum, fibreglass, PVC or wood. Such analysis is required to provide a suitable balance of performance without compromising the interior environment.

Crosier Kilgour & Partners is led by a team of 10 experienced partners with the support of 18 professional engineers and 30 licensed technologists and technicians. Together, we demonstrate our expertise in structural engineering, comprehensive assessments and remediation techniques, with an average of approximately 1300 jobs completed per year over the past five years. While this includes a slate of major projects with a combined value in excess of $750 million annually, we also complete smaller but nonetheless important undertakings such as the building, renovation, and rehabilitation of institutional, commercial and residential facilities.

Crosier Kilgour & Partners is pleased to work directly with architects, project managers, government, industry and corporate/individual owners. Our full range of professional services, which can be tailored to suit every client’s unique needs and the specific nature of projects, include:

- Detailed structural engineering
- Construction inspection and supervision
- Assessment and investigation of defects, deterioration, duress and collapse
- Building envelope investigations and remediation
Our Strengths, Services and Solutions

With over 62 years’ experience in structural design, Crosier Kilgour & Partners brings a unique understanding of materials, construction techniques and labour capabilities to each of its projects. The firm has provided innovative structural design solutions for high rise, manufacturing and industrial projects as well as for institutional, commercial and residential facilities. Our expertise extends into the following areas:

**Foundations**
With its knowledge of soil conditions throughout most areas of Canada and proven expertise in foundation installation techniques, Crosier Kilgour & Partners has been able to provide practical solutions to a number of structural challenges, including arresting deterioration in and reinforcing of existing building foundations. The firm can present innovative techniques to underpin and stabilize historic façades and structures, design shoring systems for deep excavations and offer economical foundation solutions for projects in complex soil conditions.

**Sustainability/Green Building Design**
Incorporating sustainable design offers several economic and environmental advantages, including lower operating costs, occupant comfort and better indoor air quality. The Canadian Green Building Council maintains Leadership in Energy and Environmental Design (LEED) rating systems to monitor sustainable design for various definitions of projects. Crosier Kilgour & Partners is proud to have one of Manitoba’s first Structural LEED Accredited Professionals on our team.

**Building Envelope Assessment** Our substantial expertise includes the assessment and restoration of building facades and envelopes. This is often a complex process, not only because distress is usually discernible only after problems are well advanced, but because there are a large number of variables to consider in most investigations. Crosier Kilgour & Partners has conducted a wide range of assessments, from 250-year-old historical structures to new facilities experiencing moisture intrusion.

**Cladding**
Crosier Kilgour & Partners is able to work with existing cladding systems or to consult with architects on new cladding system designs. Through continual research, testing, computer modeling and our own in-house expertise, we have also designed conventional and non-conventional building envelope systems in order to provide durable and cost-effective wall system solutions.

**Fenestration**
Whether planning a new building or replacing and upgrading existing window systems, the accurate design of advanced glazing systems requires a comprehensive knowledge of the relevant building codes and design standards. Crosier Kilgour & Partners utilizes in-house analysis tools such as thermal and moisture analysis software to determine the appropriate level of performance for a window system, whether constructed of aluminum, fibreglass, PVC or wood. Such analysis is required to provide a suitable balance of performance without compromising the interior environment.
Our Project Team

**Principals**

John Wells, Ph.D., P. Eng., President
Tom K. Malkiewicz, C.I.M., P. Eng., LEED AP
Rob O'Toole, B. Sc. General, B. Sc.(C.E.), P. Eng.
Derek J. Mizak, B.Sc. (C.E.), P. Eng
Bart Flisak, M.Sc., MBA, P. Eng.
Susan L. Grieef, B.Sc., M.Sc., P.Eng.
Chris M. Richter, C.E.T.

**Key Personnel and their Roles**

**Principal-in-Charge**


**Building Envelope Specialist**

John Wells, Ph.D., P. Eng., President

**Designer**

Melissa Nicolson, C.E.T.

**BIM and CAD Technologist**

Jason L. Peters, C.Tech

**Field Inspectors**

Greg Yakubovich, C.E.T.
Tom Wojtowicz, C.Tech

As overall Principal-in-Charge, Neil will assist in the definition of the client’s requirements along with the preparation of overall project criteria in the early stages of the project. His experience will bring valuable expertise to the schematic and design development stages of the project. Neil will also provide input in the areas of project cost control, peer review, quality assurance, and will be available throughout the entire project for advisory engineering input and client communication. In his role as ultimate overseer of Crosier Kilgour & Partners’ involvement in this project, Neil will actively seek out client input, as a way of assessing our performance against client-defined best practices.

Professional Experience
Principal, Crosier Kilgour & Partners Ltd., Winnipeg, Manitoba, January 2016.

Major Projects
- University of Manitoba: Tache Hall
- St. James Kiwanis Courts East (with ft3, currently under construction)
- Glasshouse Condominiums
- Holiday Inn Pembina - Renovations
- Roslyn Road Apartments (currently under design)
- Park Manor Personal Care Home (currently out for tender)
- Lord Nelson School Addition (with ft3)
- Laura Secord School Addition; Winnipeg, MB (currently under construction)
- 17 Wing Hanger 16 – Renovations (currently under construction)
- Barkman Concrete New Paver Plant; Steinbach, MB
- Centrepoint Skywalk
- StandardAero Renovation – 1844 Sargent Ave
- RBC Tower Renovations
- Canadian Museum for Human Rights (Amphitheatre & Exhibits & Retail/Restaurant Fit up)

Projects Previous to CKP
- 1261 Main Street – Renovation
- Studio 511
- Brooklyn Terrace; Steinbach, MB
- Mill Creek Condo; Steinbach, MB
- Jake Epp Library Expansion; Steinbach, MB
- Percy E. Moore Hospital Addition; Hodgson, MB
- Rat Portage Community Development Centre; Rat Portage, ON
- Precious Blood Church Expansion
- WS Machining Addition; Steinbach, MB
- Southland Church; Steinbach, MB - Addition

Education
Bachelor of Engineering Degree - Civil, Lakehead University
Design & Construction Diploma, Red River College

Professional Registrations and Affiliations
Member of the Association of Professional Engineers and Geoscientists of Manitoba, Saskatchewan, Alberta, & BC
Building Envelope Specialist: John A. Wells, Ph.D., P.Eng., President

As a widely-recognized building envelope specialist as well as a durable building consultant, John Wells provides expert input on the design of building envelope systems, including advanced, proprietary analyses to determine the most appropriate envelope design or remediation. John is recognized for his expertise as a Durable Building Consultant by a large number of local and national consultants, and as such, has critiqued numerous envelope designs. Finally, John treats all building science projects with a hands-on approach and is present periodically for field reviews and monitoring of the construction project.

Professional Experience
President, Crosier Kilgour & Partners: July 2015 to present
Principal, Crosier Kilgour & Partners: January 2001 to present
Structural Restoration Engineer, Crosier Kilgour & Partners: November 1990
Structural Engineer, Wardrop/Acres Engineering: May 1990 to November 1990

Major Projects
- The Glasshouse, Window-Wall and Building Envelope Consultant
- Royal Canadian Mint, Curtain Wall and Skylight Remediation
- 200 Portage Avenue, Skylight and Curtain Wall Remediation
- The Workers Compensation, Building Envelope Remediation Project
- The Winnipeg Art Gallery, Roof and Terrace Investigation and Building Envelope Remediation
- 363 Broadway, Curtain Wall System Replacement
- Historic Fort Prince of Wales, Churchill, Manitoba, Fort Wall Reconstruction
- Hotel Fort Garry, Indiana Limestone Stabilization
- Churchill Railway Station, Building Structural Investigation
- Dominion Malting, Investigation and Restoration of 1928 Malthouse Structure
- The Winnipeg Convention Centre, Building Envelope Investigation and Restoration
- Public Safety Building, Cladding Inspection and Interim Stabilization
- Manitoba Hydro, Curtain Wall; Field Service Quality Control/Assurance
- Building Envelope Investigation and Restoration Programs in Ontario, Saskatchewan, Alberta and BC.

Education
Master’s of Science Degree in Civil Engineering (Structural), University of Manitoba; Graduate Research and Teaching Assistant. Research Thesis, Deleterious Expansion and Cracking in Cementitious Materials.
Bachelor of Science in Civil Engineering; University of Manitoba.
National Association of Corrosion Engineers Course Certificate: Corrosion.
Canadian Heritage Conservation Program: Historic Masonry Course
WUFI Advanced Hygrothermal Modeling Course Certificate

Professional Registrations and Affiliations
Part 5 NBC Environmental Separation Standing Committee Member
Member of the Association of Professional Engineers of Manitoba, Ontario, Saskatchewan, Alberta, Nova Scotia, Newfoundland/Labrador, Prince Edward Island, New Brunswick, Nunavut, and Northwest Territories.
Member of American Concrete Institute
Member of Manitoba Building Envelope Council, SWRI, National Institute of Building Sciences
Melissa brings a substantial amount of experience to the projects she is involved in. For this project, Melissa will be responsible for the bulk of the detailed engineering analysis to assess major design options and solutions, which would inform the detailed project scope. Through the completion of the required engineering analysis and design calculations, Melissa will be responsible on a day-to-day basis to ensure that client requirements are met. Her responsibilities will also include project cost control, coordination of AutoCAD drawing production and interfacing with other disciplines, provision of structural specifications, evaluation of structural tenders, coordination of shop drawing review and site inspection processes, and ongoing client communication throughout the project.

Professional Experience
Structural Technologist, Crosier Kilgour & Partners Ltd., 2011
Co-op Summer Student Red River College, Crosier Kilgour & Partners Ltd., Summer 2010

Major Projects
- RCMP Student Dormitories and Campus Entry (with ft3)
- University of Manitoba Stanley Pauley Centre
- Silver Heights Condominiums Phase II
- Tabor Home; Morden, MB
- Ascent Condominiums
- Seasons Hilton Garden Inn and Beer Vendor
- Cambrian Credit Union – Grant Ave.
- University of Saskatchewan – CFIA Loading Dock Addition
- Jonathan Toews Community Centre
- Winnipeg Humane Society Addition
- Richardson Building - Heating Plant Upgrades
- St. Vital Pavilion
- Kildonan Park Peguis Pavilion Redevelopment
- East End Community Centre
- Transcona Centennial Square Stage
- Victoria General Hospital Miracle Garden
- Glenlawn Collegiate RTU
- Dakota Collegiate RTU
- Grant Park Mall Renovations
- Lisa Reid Clinic
- Michaels Store Renovations
- Winnipeg Convention Centre Expansion
- Dominion Malting Plant
- Women’s Hospital Redevelopment
- 111 Lombard Renovation
- 360 Main Street Signage and Renovations
- Brandon Surgical Inpatient Expansion
- Curtain Wall Design: 360 Main Recladding, 330 St. Mary Recladding, WSF Soccer North, McPhillips Toyota, Langenburg School (SK), Mayfair Village (AB), Parsons Creek School (AB), Selkirk Hospital, UCN Thompson, UCN The Pas, Heritage Landing, Winnipeg Blue Bomber Stadium, Ikea, New Air Terminal Building.

Education
Diploma in Structural Engineering Technology, Red River College

Professional Registrations and Affiliations
Member of the Certified Technicians and Technologists Association of Manitoba Inc. (CTTAM)
EPP SIEPMAN ENGINEERING COMPANY PROFILE

Epp Siepman Engineering provides mechanical & electrical engineering consulting services for the building construction industry. Our project experience includes a wide range of projects in the educational, commercial, health care, industrial, and hospitality sectors. We also provide engineering services such as feasibility studies, life-cycle costing reports, energy modeling, and systems commissioning.

Epp Siepman Engineering was founded by David Epp, P.Eng. and David Siepman, P.Eng. in 2005 as a mechanical engineering consulting firm. Matthew Penner, P.Eng. joined the firm in 2013 and is our partner in charge of electrical engineering services. Our team provides integrated mechanical and electrical engineering consulting for a wide variety of projects and clients.

Our goal is a flexible design approach that will assist clients in meeting their project objectives. We value integrated design solutions that minimize environmental impacts through sustainable design. We provide quality service to our clients through clear communication, dedicated personnel, and a team approach with other design consultants.

Sustainable Focus

From inception, one of Epp Siepman Engineering’s core values has been applying sustainable design to our projects, using a holistic, multi-disciplinary team approach. Five of our staff are currently LEED-registered professionals. We are motivated to apply energy efficiency and conservation measures into any project, with the end goal of real savings in energy and resource consumption and an optimum built environment for the occupants. Integrating the mechanical and electrical sustainability strategies into the overall building design is done by working closely with all the design professionals on the team as well as building owners and contractors.

Building Information Modeling (BIM)

Building information modeling (BIM) incorporates important building and construction data into design software which is used to coordinated the design data and drawings across various disciplines and consulting offices. Epp Siepman Engineering were early adopters of Revit as a design and production tool and we have continued to refine our process over the years to integrate all major aspects of our mechanical and electrical designs.

Starting with either an architectural 3-D model or by creating our own 3-D model from 2-D plans, we supplement the base building by adding our design inputs. We extract data contained in the model such as envelope insulation, windows, room data and occupant loads and then integrate it with our mechanical and electrical engineering design programs and use it to inform our building energy simulations. “Pushing” this design and building data in and out of the model in an iterative process through the design and production phases of the project results in an efficient and effective process to ultimately develop a construction drawing set that is accurate and well-coordinated with architectural, structural and other design disciplines.
David Siepman  | B.Sc., P.Eng., LEED® AP

EDUCATION
Bachelor of Science in Mechanical Engineering, University of Manitoba (2000)

PROFESSIONAL REGISTRATIONS
Member of Engineers Geoscientists Manitoba (EGM)
Member of Association of Professional Engineers & Geoscientists of Saskatchewan

PROFESSIONAL MEMBERSHIPS
LEED Accredited Professional, Canadian Green Building Council
American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE ) Manitoba Chapter
American Society of Plumbing Engineers (ASPE) National Fire Protection Association (NFPA)

WORK EXPERIENCE
Corbett Cibinel Architects Mechanical Division, Winnipeg, MB (2004 – 2005)

Select Project Experience

Residential
1681 Pembina Hwy Apartment Complex Crawlspace Upgrade
Brandon Regional Health Centre, Nurses Residence, Brandon, MB
Castle Gardens Apartment Building
DND CFB Shilo Residential Housing Units, Shilo, MB
DND Moose Jaw Residential Housing Units, Moose Jaw, SK
Hillside Beach Learning Centre, Hillside Beach, MB
Kimberly Gardens Ventilation & Envelope Retrofit
Metro Kiwanis Court Building Additions
Molson Gardens Crawlspace Renovation
Porter Condos
Ridgeview Gardens:
  Ventilation & Envelope Retrofit
  Roof Replacement
University of Winnipeg Commons
Westman Seniors Co-op, Brandon, MB

Educational
Assiniboine Community College
Culinary Arts TV Studio, Brandon, MB
Brandon University Physical Plant Building, Brandon, MB
Calvin Christian School Gym Addition
Heyes School, Furnace Conversion to Hydronic AHU & Ventilation Upgrade, Swan River, MB
PSFB Science Lab Upgrades:
  Dakota School
  Glenlawn School
  MacGregor School, MacGregor, MB
  St. Jean’s School, St. Jean, MB
  St. Norbert School, St. Norbert, MB
Red River College—Victoria School
HVAC Upgrades, Portage la Prairie, MB
Southeast Collegiate School and Lodge
Swan Valley Regional Secondary School, Welding Shop and Power Mechanics
Shop MUA and Ventilation Upgrade
University of Manitoba:
  Active Living Centre
  Dafoe Library Renovation
  Department of Immunology
  Small Animal Imaging Laboratories
  University Center Library Renovation
  Wallace Building Level 400 – New Chemistry & Instrument Laboratories
  Wallace Building Level 500 Addition, Department of Earth Sciences
University of Winnipeg, Aboriginal Student Services Centre
Westwood Collegiate Science Lab Upgrades

Community
Aulneau Renew Centre
Bonivital Soccer Club Restoration
Clara Hughes Community Centre – Field House Renovation
Dauphin Friendship Centre, Dauphin, MB
Eagle Wing Early Education Centre – Daycare
Earl Grey Community Centre Feasibility Study and Preliminary Design
Eastman Education Centre, Steinbach, MB
Kookum’s Daycare
Montessori Daycare
Mount Carmel Clinic – Anne Ross Daycare
North End Wellness Centre & WRHA Health Clinic
Northwest Regional Library Renovation, Benito, MB
Pukatawagan Railway Station, Pukatawagan, MB
St. Vital Park Building Assessment and Facility Master Plan
St. Vital Park Pavilion
Winakwa Community Centre Renovations
Windsor Park Library
Kelvin Field House Renovation
Winakwa Community Centre Renovation

**Commercial**

155 Carlton – Labour Relations Interior Renovation
245 Portage – Randstad Office Renovation
Norquay Building, 9th Floor interior Renovation
Smart Park Office Building
Turner Truck Stop, Neepawa, MB
Union Centre, 2nd Floor Office Renovation
Provincial Office Building, Brandon, MB
Woodsworth Building:
  - HVAC Systems Upgrades
  - Fire Protection Upgrades
  - Barrier Free Washroom Upgrades
RTDS – TGS Office Renovation, Smart Park
Volkswagen Dealership, Brandon, MB
Rocky Mountain Equipment Dealership, Neepawa MB
Maxim Truck & Trainler Dealership, Brandon MB
Carson Energy Services, Virden MB
Mazer Group Office Building, Neepawa MB
Bray Farms Maintenance Shop, Neepawa MB
River City Ford Dealership Renovation and Addition
Wawanesa Coop Store

**Health Care**

Brain Injury Clinic, Selkirk, MB
Brain Injury Clinic, Thompson, MB
Burntwood Regional Health Authority 35 Bed
Personal Care Home, Thompson, MB
Dauphin Medical Clinic, Dauphin, MB
Gods Lake Nurses Residence & Nursing Station, Split Lake, MB
Marion Pharmacy and Clinic
North End Wellness Centre & WRHA Health Clinic
OPCN Health Facility, South Indian Lake, MB
Pinawa Hospital New Laboratory, Pinawa, MB
Powerview Pine Falls Primary Health Care and Traditional Healing Centre, Pine Falls, MB
Tataskweyak Cree Nation Nurses Station, Split Lake, MB
The Salvation Army Dinsdale Personal Care Home
Fire Protection Upgrade and Renovation, Brandon, MB
Western Medical Clinic, Brandon, MB

Pinawa Hospital Boiler and Electrical Systems Upgrades, Pinawa, MB
Pinawa Hospital Safety and Security Upgrades, Pinawa, MB
Roblin Hospital Generator Upgrade, Roblin, MB
Rolling River Health Administration Offices, Rolling River, MB
SMHC Emergency Generator Replacement, Selkirk MB
Tataskweyak Cree Nation Nurses Station, Split Lake, MB
Carman Memorial Hospital Recovery Department Feasibility Study, Carman MB
Western Medical Clinic, Brandon MB
Betheesda Regional Hospital Center Main Entrance Upgrade, Steinbach MB
Impact Physiotherapy

**Emergency Services**

Fire Hall #1, Brandon MB
Fire Hall Addition, Portage La Prairie, MB
Emergency Medical Services Building, The Pas, MB
EMS Building, Swan River, MB
RCMP Fitness Centre Renovation, D Division Headquarters

**Industrial**

Prairie Forest Products Plant Expansion; Boiler Upgrade, Brandon, MB
Western Concrete Plant, Brandon, MB
Odessa Colony IMP Plant, Portage La Prairie MB

**Corrections**

Headingley Correctional Centre:
  - Main Cell Shower Renovation
  - Trades Building Renovation
  - Loading Dock Mechanical Upgrade
  - Kitchen Ventilation Study
  - Main Cell Block Cooling Tower Upgrade
Brandon Correctional Centre, Washroom and Storage Room Upgrade, Brandon MB
Milner Ridge Correctional Centre Boiler & Laundry Upgrades; Loading Dock Addition

**Major HVAC Renovations**

Agriculture Services Heating System Replacement, Brandon, MB
Provincial Office Building, Brandon, MB
ACC Parklands Cooling Tower Replacement, Dauphin MB
ACC Parklands Heat Pump Replacement, Dauphin MB
Woodsworth Building Mechanical Systems Upgrades
Matthew Penner | MBA, B.Sc., P.Eng., LEED® AP

Select Project Experience

Residential / Hotel
373 River Ave Apartments
390 Assiniboine Condominiums
49 Adelaide St. Apartments
A Port In The Storm
Castle Gardens Apartment Complex
Dakota Hotel CRUs
Glendale Court
Edgewood Estates
Element Condos

Manitoba Housing Refresh:
- Dalhousie Townhouses – Winnipeg
- Douglas Apartments – Brandon
- Limestone Villa – Garson
- Nassau Townhouses – Winnipeg
- Armstrong Manor – Beausejour
- St. Anne’s Road Townhouses – Winnipeg
- Sherbrook Centre Apartments

MB Housing Dalhousie Townhouse HRV Upgrades
Metro Kiwanis
Old Grace Housing Project
St. Matthews Parish Church Conversion
Stables on Adelaide
University of Winnipeg Commons
Student Residence

Educational
Arthur Day School Boiler/Chiller Room
Assiniboine Community College Kitchen Renovations
Brooklands School Grooming Room
Calvin Christian School Gymnasium Addition
Canadian Mennonite University:
- Marpeck Commons & Library
- HVAC Upgrade
College Beliveau Science Lab Renovation
Donald Young School

Dakota Collegiate:
- Science Lab Upgrade
- Weight Room Addition
Ecole Arthur Meighen School CCTV Upgrade
Ecole Christine Les Perance Daycare St. Vital
École Crescentview CCTV Upgrade
École Howden Gym Change Rooms
Ecole Lansdowne Classroom Addition
Elmwood School Science Lab Renovation
George Knott School Restoration and Renovation
Glennlawn Collegiate Science/Geography Labs Reno
Gordon Bell School Science Lab Renovation
Kelvin High School Gym Addition
Lakewood Daycare
Lansdowne School Classroom Addition
Laura Secord School
Lord Roberts School Office Renovation
Louis Riel Arts & Technology Centre:
- Plumbing Shop Classroom
- Media Centre Classroom
- Pastry Classroom
Louis Riel School Division CCTV System
Miles Mac Science Lab
Mountain View School Division
Intercom/Telephone Upgrade
Nordale School Gym Change Rooms
North Memorial School Classroom
Intercom / Public Address System Replacement
Oakville School CCTV Upgrade
Parkwest School Division Office
Portage Collegiate Institute CCTV Upgrade
Prairie Dale Middle School – Schanzenfeld, MB
Prince Charles School Office Renovation
Ralph Brown Portables — Condition Assessment
River East Collegiate Science Classroom Renovation
Shaftesbury High School Office Relocation
Sister MacNamara School:
   Classroom Addition
   School Portable Addition
Southeast Collegiate
St. Jean Baptist Science Lab
St. Norbert Collegiate Science Lab
Steinbach High School/ SRSS Campus Development
UCN The Pas — Aboriginal Centre
University of Manitoba:
   Active Living / Fitness Facility
   Administration Building
   Animal MRI Study
   ARTLab
   Biological Science Building
   Buller Basement Renovation
   Buller Building Lab 301 Renovation
   Buller Lab 127 Renovation
   Clinical Learning Simulation Facility
   Continuing Education/Architecture 2 Tunnel
   Dentistry 4th Floor Redevelopment
   Dentistry Building Office Renovation
   Dentistry Paging Upgrade
   Duff Robin Fire Restoration and Renovation
   Duff Robin P106 & 107 Scavenging System
   Duff Robin Z129 Speciman Storage
   EITC Room E3-625 New UPS
   Electron Microscope Study
   Elizabeth Dafoe Library Learning Commons
   Ellis Building Elevator
   Fitness Centre Frank Kennedy Locker Upgrade
   Isbister Building Emergency Lighting Upgrade
   Isbister Computer Lab
   Medical Rehab and Medical Services Renovation
   Music Building Voice/Data Room
   Parker Building Lab 466 Upgrade
   Parker Building Lab 264 Renovation
   Plant Science 204/206 Lab Renovation
   St. Paul’s College Library Lighting Upgrade
   Tache Hall Redevelopment, Music Addition & Concert Hall
   Trailer Village Certification
   Wallace 5th Floor Interior and Shell
   Welcome Centre
   Valley Gardens J.H. Grooming Room
   Yellowquill School CCTV Upgrade

Community
   Downtown YMCA — YWCA Lobby
   Earl Grey Community Centre
   Turtle Island Community Centre
   Windsor Park Library

Commercial / Office
   200 Waterfront Drive Office Renovations
   300 Carlton – WRHA Offices
   AAFC Commercial Building 215 Main St South
   Dauphin, Mb
   Cambrian Credit Union, Bison Drive
   Coghlan’s Ltd Office and Warehouse Renovation
   Food Development Centre – RTU Replacement
   Griffin Wheel Exit and Emergency Lighting Upgrade
   Griffin Wheel Warehouse
   HSC Foundation Office Renovation
   Henderson Business Centre
   Lloyd Farrow Building, Dauphin MB
   MITT Welding Shop
   MPI:
      Brandon Office Renovation
      Welding Shop Renovation
      Office Conversion
      Portage Fire Hall Addition
      RCMP – FIS Relocation
      RTDS-TGS Renovation
      South Interlake Credit Union – Oakbank
      Stanley Business Centre R.M. Stanley
      Supernumerary Judges Renovations
      Swan Valley Credit Union
      Travel Manitoba
      Tuxedo Business Federated Insurance Bldg. 14
      Twin Valley Co-op Building Conversion, Russell MB
      VAC Brandon Fit-up
      Wawanesa 7th Floor 200 Main St. Renovation

Daycares
   CAHRD Daycare

Entertainment / Recreation
   Canad Inns Keystone Centre — Brandon, MB
   Pan Am Pool Renovation
   Reh-Fit Centre Entrance Vestibule Addition
   West End Cultural Centre
Andrew McCorrister  | B.Sc., E.I.T., LEED® AP

Select Project Experience

Residential
1010 Sinclair Apartments, Ventilation Upgrades
Manitoba Housing: 
  St. Anne’s Housing Deep Refresh
  Newdale Housing Deep Refresh
  Beliveau
  Gilbert Park Boilers Replacement
  Gilbert Park Suite Renovations, Winnipeg MB

Educational
Assiniboine Community College Len Evans School of Trades & Technology
Catherine Booth College Renovations
LECTT Acoustic Remediation, Brandon, MB
Red River College Power Engineering Building
University of Manitoba:
  Active Living Centre
  Frank Kennedy Locker Upgrade
  Biological Sciences Building
  Architecture and Continuing Education Tunnel
  Wallace Building Level 500 Addition, Department of Earth Sciences

Community
Aulneau Renewal Centre
City of Winnipeg Pool Boiler UV System Upgrades – multiple locations
Dinsdale Personal Care Home Hot Water Upgrade, Brandon, MB
Fort Garry United Church Displacement Ventilation Upgrades
Immanuel Fellowship Church
Le Cercle Moliere Theatre
Pukatawagan Rail Station, Pukatawagan, MB
Seven Oaks Pool Pump & Filter Replacement
Westdale Pool Pump Upgrades

Office / Commercial
245 Portage Ave – Randstad
Courts of St. James – Parkade Renovation
HSC Consolidation of Communication and BIS Offices
Manitoba Youth Center Laundry Upgrade Report
National Leasing Office Building
Provincial Office Building, Brandon, MB
Shilo Alert Lockers Addition, Shilo, MB
Smart Park Office Building
Star Truss Office Addition
Union Centre Hot Water System Upgrade
University of Manitoba, Education and Architecture Tunnel

Health Care
Assiniboine Clinic HVAC Analysis and Report
Dauphin Medical Clinic, Dauphin, MB
OPCN Health Facility, South Indian Lake, MB
Powerview Pine Falls Primary Health Care and Traditional Healing Centre, Pine Falls, MB
Western Medical Clinic, Brandon, MB

Institutional / Corrections
Dormitory and Laundry Addition, Brandon, MB
Main Cell Shower additions, Headingley, MB
Trades Building Renovation, Headingley, MB

Federal
Department of Defence:
  Forward Area Refuellers Parking Building, CFB Shilo, MB
  N133 Alert Locker Extension, CFB Shilo, MB
Barnes & Duncan Company Profile

About Barnes & Duncan
Barnes & Duncan is a locally owned company that partners with clients to help them execute their projects reliably and efficiently. Barnes & Duncan is an accomplished engineering and surveying firm in Manitoba. Barnes & Duncan has operated as a company for more than 100 years under various names dating back to 1906 with the name Barnes & Duncan used since 1973. Barnes & Duncan employs approximately 50 staff which includes Professional Engineers, Engineers in Training, Certified Engineering Technologists, Legal Land Surveyors, Resident Inspectors, GIS staff, Drafting and office support staff. Barnes & Duncan has a wide variety of experience and expertise. As a result, there is a tremendous amount of experience and knowledge within the firm to undertake a variety of projects. As a smaller local company, Barnes & Duncan prides itself on effective communication, quick turnarounds on design requests/changes, and client satisfaction before anything else. All Engineers, reviewers, approval authorities and other staff are qualified to practice the tasks to which they are assigned.

Engineering Services
Barnes & Duncan offer a variety of engineering services including:

- Site Servicing
- Land Development and Subdivision Design
- Stormwater Management
- Water Distribution
- Wastewater Collection
- Hydrologic Analysis
- Road Design
- Contract Administration

Surveying & Field Services
Barnes & Duncan is also a leader in surveying, layout and inspection services. Barnes & Duncan has in place a local fleet of trucks, survey grade GPS receivers, Trimble VX robotic total stations, total stations, multi-use data collectors, levels, ATV’s, UTV’s, boats, bathymetry monitors, and various other survey equipment fully prepared for large scale projects. Field services include:

- Topographic Surveys
- Legal Surveys
- Data Acquisition
- Construction Surveying
- Infrastructure Layout and Inspections

GIS Services
We have expert Geographical Information Systems (GIS) technical support and mapping services. We specialize in integrating municipal data in the TownSuite platform [http://www.townsuite.com/](http://www.townsuite.com/) and our capabilities extend to any GIS application that requires data collection and conversion, database creation, cartography, interactive maps, data modeling and analysis including custom interface design and development.
Profile:
Mr. Skinner is a Professional Engineer with 5 years’ experience in civil engineering design. Mr. Skinner has experience in municipal design, grading design, hydrologic and hydraulic analysis, research, data collection, and report writing. Mr. Skinner’s primary tasks include project management, municipal design, storm water management design, drafting, quality assurance, inspection, research, and report writing.

Project Experience:

- **God’s Lake First Nation Nursing Station and Residences, God’s Lake Narrows, MB:** Currently under construction, the civil design for the new 2408 m² Nursing Station and Residence at God’s Lake Narrows included topographic survey; extension of sewer and water mains to the development site; on-site site servicing, including provision of on-site fire hydrant; detailed design of access roadway.

- **Personal Care Home, Peguis First Nation, MB:** The civil design for the new personal care home in Peguis First Nation, MB consisted of site servicing to the 5190 m² building, with provision of an on-site fire hydrant; re-alignment of existing sanitary force main and water main; and coordination with mechanical consultant for building tie-in locations and to avoid conflicts with geothermal system.

- **St James Kiwanis Courts East, 101 Sinawik Bay, Winnipeg, MB:** The civil design for the 3 storey 55+ residential building included site servicing, lot grading, and storm water management. Storm water analysis included pre- and post-development runoff rates, surface ponding storage requirements and calculation of outlet restrictor to meet allowable runoff rates. Site servicing included upgrading the city water main in order to provide sufficient fire suppression flows, and re-directing the existing land drainage sewer.

- **Metro Kiwanis, 2300 Ness Ave. Winnipeg, MB:** The civil design for 3 storey 55+ residential building renovation and expansion included site servicing, lot grading, and storm water management. Site grading included asphalt parking areas, landscaping, connectivity to existing buildings and site features, and consideration for accessibility and storm water detention. Storm water analysis included pre- and post-development runoff rates, surface ponding storage requirements and calculation of outlet restrictor to meet allowable runoff rates. Site servicing design included coordination with mechanical and structural consultants to determine construction sequencing and location of new storm and sanitary services to maintain service during construction and avoid conflicts with proposed foundation pile locations.
Profile:
Mr. Carels is a Professional Engineer with 4 years of municipal experience. He has experience in engineering design, project management and surveying. He has continually developed and improved his skillset while completing dozens of designs in Winnipeg and Rural Municipalities. Mr. Carels is responsible for drainage design, stormwater management calculations and reports, sewer and water main design, office review of designs by others, on-site inspection, preparing layout files for the field, quality assurance of work done in the field, data collection, research, report writing and daily management.

Project Experience:

- **Country Kids Learning Centre (CKLC), St. Francois Xavier, MB:** Grading design for the parking lot, walkways, play areas and dry pond. Service design for the domestic/fire water supply line, low pressure sewer line, and septic tank. Prepared a drainage report for Manitoba Infrastructure and Transportation (MIT). Designed a dry pond in front of the parking lot to allow on site storage with minimal impacts to the site. Assisted with tender, RM meetings, addendums, and contractor questions/change order requests.

- **Swan River Friendship Housing Corporation, Swan River, MB:** Working closely with the Town of Swan River, the Project Manager, Project Architect and Manitoba Housing we identified various drainage issues that had occurred after the project’s completion under a different Municipal Engineering Firm. Performing a site visit, survey, and through discussions with key personal, drainage issues were acknowledged and practical solutions were discussed and presented to Manitoba Housing.

- **740 & 740 Archibald Condominiums, Winnipeg, MB:** Design grading, site servicing and stormwater management plan for two 4-storey buildings for a total of 85 units. The site grading included design of the parking, parkade ramps, and landscape areas while accommodating wheelchair accessibility at all entrances and providing perching around the building foundations. Site servicing included sewer and water mains into the site which both buildings tied into. Performs a cut/fill analysis of the property for clay movements and base courses required.

- **54 Maryland Street, Winnipeg, MB:** Grading and service design for a mixed use commercial and condominium building. The parking lot was under a cantilevered roof, during construction the pile caps for the columns in the parking area were installed 200mm higher than design. Performed a re-design of the parking lot to work with the raised pile caps and avoid costly removal of the concrete works. A section of City sidewalk was raised to allow for every entrance to be accessible.
Corporate Profile

Since 1957, Hanscomb's team of experts has been providing clients with the tools they need to control costs and help ensure the successful completion of a wide variety of projects located throughout North America, the Middle East, and around the world. With eight offices located from coast to coast across Canada, Hanscomb can exchange resources and remain abreast of the latest practices in design, construction and cost consulting, as well as trends in our overall service program. Hanscomb has the local experience and worldwide presence to keep your projects on track.

Drawing from our extensive experience, we ensure that the estimated costs of proposed redevelopment plans are not only accurate but provide the best balance of expenditure and maximize value for money. Hanscomb implements a proprietary and sophisticated cost planning system for controlling construction costs, plus project management and value engineering expertise. As project stakeholders continue to demand even tighter control of cost, time, value and quality, we remain committed to our goal of continued enhancement in the project control techniques that we apply to minimize project risk.

Staffed with qualified cost consultants, quantity surveyors, engineers, schedulers, and value specialists, we maintain an integrated in-house costing staff covering all architectural, structural, mechanical, electrical and civil aspects of projects. Our role on any assignment can vary from conceptual to pre-tender cost planning and control, post construction evaluation, risk analysis and value management. We take on a remarkable variety of work for a diverse range of client groups including healthcare, research, education, all levels and branches of Government, financial, commercial, residential, transportation, mining, oil and gas and collaborate with a constantly growing list of leading architects and engineers. By including Hanscomb's professionals on your team, you can be assured that your team never loses sight of the bottom line.

Because of what we do, we're always in contact with key players in the construction industry. Project planners all over can benefit from the insights we've garnered. Through our ongoing research, we prepare a number of annual construction cost publications including almost 20 years of the 'Rough Guide to Construction Costs' for the Toronto Real Estate Board and over 30 years of Hanscomb's 'Yardsticks for Costing'. We also prepare and issue, on a quarterly basis, an escalation watch newsletter.

Since 1957, we have been providing timely, accurate, and reliable cost estimates for all of our clients, but we don't stop at estimating project costs. We analyze every project to make sure our clients are getting the best value for their money and we work with our clients to help maximize cost efficiencies without compromising scope or design. We strategize to facilitate project approvals and optimize negotiations. On schedule, on budget, on track and on your team - that's Hanscomb and that's cost control peace of mind.

We look forward to future decades of responding to an ever-changing construction industry and leveraging our expertise to keep your costs in line.
Isaac Gwendo, BA (Bldg Econ), PQS
Director and Senior Cost Consultant

YEARS OF EXPERIENCE
Hanscomb: 13 Total: 27

EDUCATION
University of Nairobi, Kenya • Bachelor of Arts, Building Economics

PROFESSIONAL QUALIFICATIONS
Professional Quantity Surveyor: Canadian Institute of Quantity Surveyors PQS

PROJECT ROLE
Principal and Senior Cost Consultant

PROFESSIONAL EXPERIENCE
Isaac Gwendo is the Director in Charge of the Prairie Offices and Senior Cost Consultant of Hanscomb’s Winnipeg office. Since joining the Hanscomb team, Isaac has implemented management strategies that have driven our growth and expanded services in all sectors.

Isaac’s work experience includes an impressive breadth of knowledge of the Manitoba landscape with an extensive list of Winnipeg based projects, both small and large-scale. He is sought after for both his unparalleled understanding of the Winnipeg construction market and his costing knowledge and expertise with the broader North American and international markets. Isaac’s specialties range from preparation of estimates; value management workshops; preparation of contract documents; preparation of bills of quantities for building works, civil works, plumbing & drainage; post contract administration, supervision and management; preparation of cost reports, cash flow projections and cost analysis; valuations of change orders; preparation of final accounts; evaluation of claims; expert witness in arbitration; and technical audits.

SELECTED EXPERIENCE
- University of Manitoba, New Pharmacy Building, Winnipeg
- University of Manitoba, Biological Building, Winnipeg
- National Microbiology Lab, Renovation & Expansion, Winnipeg
- AAFC Cereals Research Canada, HVAC Upgrades, Winnipeg, MB
- Canadian Science Centre for Human and Animal Health P Block Fluid Cooling Unit, Winnipeg
- Canadian Science Centre, Specimen Receiving Expansion, Winnipeg
- Communications Research Centre Canada, Photonic Lab Extension, Shirley’s Bay, ON
- JC Wilt Infectious Diseases Research Centre, Winnipeg
- Laboratory Wing, Portfolio Restructuring Program, Brighton, ON
- Morden Research Station Plant Pathogen Laboratory Upgrading, Morden, MB
- Semi-Arid Prairie Agricultural Research Centre, Swift Current
- University of Ottawa, Biology Building Phases I, II and III, Ottawa
- Manitoba Hydro Downtown Office Project, Winnipeg, MB | Scope included both base building and tenant fit-up for the floors occupied by Manitoba Hydro to serve as their corporate headquarters. The project included approximately 850,000 square feet of administrative, retail and underground parking facilities. Value: $210.0 million

The above is not an exhaustive list
It seemed that the Christmas holidays were remarkably short this year and we were back at the new term on January 2nd. I hope all of you had a refreshing time over the holidays.

1) Attended Diocesan Council on November 25
2) Represented the College at the Academic All-Canadian Ceremony where we had three award winners, November 27
3) Participated in leg waxing fund-raiser with students, November 30
4) Met with the Theological Education Implementation Commission, November 30
5) Attended the Residence Christmas Banquet, December 2
6) Attended the Senior Executive Retreat, December 4, 5
7) Attended National Day of Remembrance Service, December 6
8) Attended University Chaplain’s Ecumenical Advent Service, December 7
9) Represented the College at Mauro Family Gift Announcement, December 8
10) Hosted College Family Christmas Party, December 9
11) Attended lunch with Alumni in Carmen, December 13
12) Attended College Advent Service, December 17
13) Participated in the Indigenous Awareness Month planning, January 3
14) Attended Food for the Journey, January 13
15) Attended Winnipeg Foundation Agency Fund Breakfast, January 16

I have been working with The Rev. Vincent Solomon on preparing programs on Indigenous awareness and history for all employees of the Diocese. I have also been appointed to the Anglican-Mennonite ecumenical dialogue. I have also been appointed Chair of the Board of the University of Manitoba Press. Ivan and I continue to attend updates on the architectural plans for turning Room 201 into an Active Learning classroom.
Associate Deans Undergraduate Meetings (ADU)

Guidelines on Sharing Course Materials and Tutors
In December, ADU reviewed the current draft of guidelines for students and faculty on copyright, intellectual property rights, and the sharing of course materials. This documents covers issues such as recording lectures, sharing lecture notes, etc. It can be downloaded here http://umanitoba.ca/admin/vp_admin/ofp/copyright/media/Note_sharing_Web_sites.pdf

Assembly
Assembly met on January 16, 2018 for the first time since October. In addition to the accustomed reports from Council officers, we had reports on Scholarships and Bursaries awarded this year totaling over $136,000; on developments in the Residence which is now full to capacity; and some good discussion on food policies in the College. Assembly passed a motion to review current food policies, which have not been revised for 15 years. Finance and Administration committee will prepare a report for circulation to the Fellows at a future Assembly. We also passed a motion clarifying that professors and students are welcome to share small ‘snacks’ in the course of teaching classes, and are not required to purchase these from Daily Bread Café catering.

Assembly elected Jane Barter as a Visiting Fellow for Jan-July 2018. We are pleased to welcome Jane to the College. Jane is Professor in the Department of Religion and Culture at the University of Winnipeg. She is currently on Study Leave, and will be working on her leave project while here with us, which addresses witnessing and remembering atrocity through the work of philosophers such as Arendt, Benjamin, Levi and Agamben.

SJC Fellows Soup and Bread Lectures
Fellows Erin Millions and Micheline Hughes have been planning our Soup and Bread Lectures for the year. In Winter Term the events are as follows:

Shelley Manley-Tannis - January 16th - “Spiritual Advising in a 21st C Secular & Multi-Faith Setting”

Murray Evans - March 6th - “Interpreting the Signs of the Times”: Sublime
Politics in Samuel Taylor Coleridge (1772-1834) and Fredric Jameson (1934-)

David Carr – March 20th – “Fifty Years of Publishing: A Brief History of U of M Press”

Jason Edgerton – March 26th – “A Gateway Hobby? Is online video gaming associated with increased risk of problem gambling among university students?”

As always, soup, salad and bread is provided courtesy of the Dean of Studies.

Marjorie Ward Lecture 2018

A reminder that the 2018 Marjorie Ward Lecturer will be indigenous writer and graphic novelist David Alexander Robertson. The lecture and reception will be on March 7th at 4:30pm – 6:30pm. Please mark your calendars and help us publicize this event to your colleagues, friends, and families.

Mr. Robertson is the recent co-winner (with Julie Flett) of the Governor General’s Award for Young People’s Literature for their children’s book When We Were Alone, a gentle but powerful story about Indian Residential Schools. Robertson is also the creator of the award winning graphic novel Will I See, which addresses the lives of missing and murdered indigenous women and girls. You can see his website here http://www.darobertson.ca/

SJC Student Outreach

I am working with student and residence council members to establish a peer support and mentorship program, called Thrive. Our first collaborative Thrive effort was a “cram night” during the December exam period, held in the library in conjunction with extended library hours. The SJCSA and myself provided snacks for students studying in the College library. This initiative was a suggestion from the SJSC Vice-Stick.

With the assistance of our work/student student Olaitan Robinson, I am preparing a written prospectus for the program, which will be circulated to the Student Affairs Committee, the Thrive Organizing Committee, and Administration. Our work-study student, Olaitan Robinson, is helping me with background research on this project, examining what colleges and universities elsewhere in Canada provide in terms of peer support. From there we will be making suggestions for short and medium term initiatives.

Prof. Esyllt W. Jones
Dean of Studies
Fundraising
- To date raised: $222,533
- The annual appeal response is comparable to previous years.
- Received two bequests: Insurance policy on the life of Alice Cheatley, $15,000, placed, according to her wishes, into the Alice Cheatley Bursary. The second was an unexpected bequest of approximately $69,000 of which we received just over $52,000 in December.
- We also have received a stock transfer to go into an endowed operating fund. Approximately $52,000 will be transferred to the College from the UofM.

Alumni/Stewardship
- Continuing to visit with Johnians.
- Chris and I will be travelling to Vancouver on 20th February. We are in the process of inviting alumni to attend a reunion.
- I will be in Calgary early March and hope to set up a few visits whilst there.
- I will be in England in April and will try to set up a few visits there too.

Special Events
- Lunch and Lively is planned for 22nd February with Robert Coutts speaking.
- Planning in progress for Bach’s Birthday and the April Lunch and Lively.

Marketing/Communications
- Helping to promote the MWL on the 7th March
- Currently working on the next issue of In Lumine.

Staffing
- Ade continues to work for us for 3 hours a week.
- We hired Richard to work as our Work Study student until March of next year. He is working for both the Development Office and the Dean of Studies.
- Applying to Canada Summer jobs for a grant for the 2018 summer student

Capital Campaign
- Council approved the College move into a Capital Campaign to raise $7 million.
- In the process of setting up a Development Committee and Campaign Cabinet.

Respectfully submitted by:
Jackie Markstrom
17th January, 2018
Residence Projects
There are no major projects happening in the residence right now. Over the Christmas break, the residence kitchen went through some construction; I have noticed a significant upgrade in meal service recently. Amy Craddock and I have been quite active on Instagram and will continue to do so.

Regular Semester
At the end of Fall term, we had 18 unfilled rooms in the residence. The office has been working tirelessly to fill all rooms and I am happy to report that the residence is at full occupancy for Winter 2018. Much of this success is because of our communication with ICM, Extended Ed, ELC and International Center. As such, 71% of our population is international and 37% is first year students. The residence is still predominantly male (68 male to 32 female). My goal going forward would be to bring back a good balance between local and international residents.

Residence Activity
There haven’t been any serious incidents in the residence so far. The Dons are performing well and the residence is functioning soundly. Residents are reasonably following the rules; no serious breach to the contract yet. There have been a few water leakages in the bathroom but the dons followed proper protocol and addressed them before they became a major issue.

For January, the residence is planning several events. A few noteworthy are miniature escape room, ice-skating at forks, field hockey experience and SJC social at The Hub Pub.

Thank you.
Since we last met, I have had many adventures in Spiritual Care at the College. I have had the labyrinth available for spiritual practice on a bi-weekly basis as well as during exams in December, and though there weren’t huge queues to walk on it, I know there were folks who made use of it.

I spent a fair bit of time helping organize a one-evening retreat session for the Student Council and things seemed to go well with great attendance. We had Kristen Klassen of BRICKSTORMING who led us in a visioning/goal setting process through LEGO play! (See photos on our SJC Facebook page.)

Advent was a busy time in the College as we hosted the Memorial for the 27th anniversary of the event known as the Montreal Massacre. It was a real honour to honour and celebrate the women who died with some exceptional folks from this University and to be part of bringing more awareness about gender-based violence.

We also hosted the Ecumenical Advent service of Lessons and Carols where leadership was offered by students and friends of many of the Chaplaincies on campus. The music was accompanied by a great band with many different instruments!

Later in December we also hosted (Chris Trott did all the hard work of organizing the readers!) the Advent Lessons and Carols Service with the Friends of St. John’s College Choir led by John Tanner. It was a beautiful service and great to have so many from the wider University Community participating.

Over the Holiday break Dec-Jan a few folks also joined the student who were in residence for a special ‘Boxing Day’ meal. There were about 20 of us – from all over the world - who ate together; thanks to the staff and volunteers who helped bring the food. Everything that was left over went into the buttery refrigerators for students to share over the rest of the break.

The FOOD FOR THE JOURNEY prayer and conversation series is continuing for the winter term and I have spent time communicating with the guest speakers, creating the posters and ordering breakfasts! Please join us sometime this term as we have conversation on the topics of ‘Beyond Islamophobia’ (January 13), ‘How to talk about Death: What is our Comfort Level?’ (February 10), and ‘Stigma, Mental Health and Spirituality’ (March 17).

A few other ways I have been spending my time include joining in the ceremony for Solstice celebrations at Migizii Agamik, volunteering as a community member for a Poverty Awareness workshop, and talking with students, staff and faculty. It is a rich and varied ministry and I am thankful for the time I have here with you all.

Happy New Year!

Shelly
Bursar’s report to Council, January 24th, 2018

Financial

Despite having a number of empty rooms in the residence during the first term, we have managed to maintain the momentum of our successful summer on the strength of increased revenues in the Daily Bread Café, Pizza Joe’s, and our Catering services.

As we start the winter term, we’ve managed to fill all the empty residence rooms, so we are currently full. This will give us a very good opportunity to meet or exceed our budget if our other operations continue at their current pace, and no unforeseen major expenditures are incurred.

The budgeting process for 2018-19 will begin soon as we get closer to the end of our fiscal year.

Building items

The major renovation project of replacing the hood exhaust system in the Residence kitchen was substantially completed over the Christmas break. This was timed so as to disrupt the students as little as possible. The kitchen was shut down from the start of exams, until the beginning of the winter term. Meals were served in the Daily Bread Café during the exam period.

Installing the new system required natural gas to be brought to the College, and gave us the opportunity to replace some aging cooking equipment that will allow us to substantially improve our ability to provide even better food for the students and the larger College and University community.

Also, it has ensured that we have a very safe environment in which to operate our Food Services.

The renovation of classroom 201 into an adaptive learning environment is continuing, and has now progressed into the design phase. Plans are being finalized as we get closer to actual construction.
Registrar’s Report
January 2018

Evening of Excellence was held on Tuesday, October 24 in the Multi-Purpose Room of University Centre. As always, this is probably one of our best recruitment nights and this year was no exception. The crowd was steady with interested students and parents coming to our booth up to the very end.

Convocation was held Sunday, November 5. It was a fantastic event, with approximately 46 award winners and 12 grads in attendance, the most since I have been at St John’s College. Many thanks to the College staff and students who helped make this event run so smoothly.

Upcoming:
February 22 – University of Manitoba Open House. This used to be their Info Days, it is now one day and evening of student recruitment. Usually the Information Village is held in the MPR and McLuhan halls. This year, due to construction in Marshall McLuhan Hall, only the academic booths will be in the MPR, and the rest of us will be spread out throughout the first and second floor of University Centre. I am curious to see how this will affect traffic to our booth.

March 5 – 7 – Brandon Career Symposium. This is a good event for reaching rural Manitoba students, particularly for attracting students to our residence.

Sherry Peters
Registrar