

OAG Capital Asset Management Report – Yukon Government Action Plan

Highways and Public Works

Recommendation	Department Response	Lead	Actions	Timing	Status	Success Measures
31. Follow-up to 2012 Recommendation. Review Building and Equipment Maintenance Policy to clarify roles and responsibilities for funding and carrying out building inspections.	Agreed.	HPW Policy and Communications	<ul style="list-style-type: none"> Update Building and Equipment Maintenance Policy (GAM 2.8) 	March 31, 2018	On track	<ul style="list-style-type: none"> Approval of revised Building and Equipment Maintenance Policy (GAM 2.8)
32. Recommendation. Complete all planned building condition assessments, verify the data and then incorporate this information into building maintenance planning. Share the information with program departments. Decide how and when it will address high priority deficiencies identified in the assessments.	Agreed. HPW will: <ul style="list-style-type: none"> Verify all data Follow a systematic process for identifying capital maintenance projects using assessment data Share information with departments once data verification is complete Carry out regular building condition assessments in blocks to update the portfolio every five years Incorporate additional data including energy use 	RCAP	<ul style="list-style-type: none"> Complete building assessments for buildings over 100 m² that have building systems 	September 30, 2016	Complete	<ul style="list-style-type: none"> Baseline building condition assessments complete Information entered into VFA database
		RCAP	<ul style="list-style-type: none"> Verify all existing data in building condition database Develop a systematic process for identifying capital maintenance projects using building condition assessment data 	August 30, 2017 (for 2018-19 budget cycle)	On track	<ul style="list-style-type: none"> For 2018-19 budget a selection of high priority capital maintenance projects will be identified using VFA data
		RCAP	<ul style="list-style-type: none"> Share data with all departments 	March 31, 2018	On track	<ul style="list-style-type: none"> Department clients will have access to VFA reports

Legend Complete In progress/On track Delayed/On Hold

OAG Capital Asset Management Report – Yukon Government Action Plan

Recommendation	Department Response	Lead	Actions	Timing	Status	Success Measures
	and other specialized assessments	RCAP	<ul style="list-style-type: none"> Incorporate energy use and other data into building condition database 	March 31, 2019	On track	<ul style="list-style-type: none"> VFA database will include building energy use data, seismic data, where available
		RCAP	<ul style="list-style-type: none"> Re-assess the entire building portfolio 	March 31, 2022	On track	<ul style="list-style-type: none"> All buildings re-assessed Information for new buildings is added to VFA database as they are constructed
38. Recommendation. Evaluate government buildings that are at risk of impacts from permafrost to determine the potential risk, damage, and repair or replacement cost. Develop an action plan for permafrost risks.	Agreed. HPW will: <ul style="list-style-type: none"> Consider the effects of thaw-sensitive permafrost degradation on buildings at risk Consider the design, assessment, maintenance and remediation of those buildings that may be vulnerable Include permafrost considerations in building design standards Carry out screening-level structural assessments as part of regular building condition assessment process Undertake repairs or remediation as required 	PMD Working Group	<ul style="list-style-type: none"> Include permafrost considerations in building design standards that are currently under development 	March 31, 2018	On track	<ul style="list-style-type: none"> Complete a comprehensive building standards manual that includes considerations to follow when building in permafrost zones All building-related capital projects will follow the guidelines issued in the manual
		RCAP	<ul style="list-style-type: none"> Carry out screening-level structural assessments as part of the next building condition assessment process cycle 	March 31, 2022	On track	<ul style="list-style-type: none"> Next round of re-assessments includes permafrost screening
		Capital Development	<ul style="list-style-type: none"> Develop a monitoring and assessment plan for Yukon government buildings located on permafrost. 	September 30, 2017	On track	<ul style="list-style-type: none"> Long-term monitoring and remediation plan is in place All buildings located on permafrost are monitored appropriately

Legend Complete In progress/On track Delayed/On Hold

OAG Capital Asset Management Report – Yukon Government Action Plan

Recommendation	Department Response	Lead	Actions	Timing	Status	Success Measures
<p>57. Recommendation. HPW, EDU and HSS should make it a priority to work with the appropriate organizations to develop a radon management, testing and remediation strategy for their buildings.</p>	<p>Agreed. HPW, EDU and HSS will:</p> <ul style="list-style-type: none"> • Work with appropriate organizations on a corporate radon management program that includes testing and remediation consistent with OH&S regulations and corporate health and safety management program. Will be completed in 2017-18. 	<p>HPW Corporate Safety Advisor</p>	<p>A <i>Radon Guideline</i> is being drafted by the <i>Health, Safety Implementation Sub-Committee</i> of PSC. Highways and Public Works (HPW) has been participating in the development and review of the guideline. Currently awaiting completion and submission to the <i>Health and Safety Leadership Committee</i> for review and approval. The guideline includes requirements for testing and remediation that will be consistent with the requirements of the <i>Yukon Occupation Health and Safety Act; Policy 3.48</i> (Corporate Health and Safety) in the GAM; <i>Health Canada Guide for Radon Measurements in Public Buildings</i>; and the <i>Canadian - National Radon Proficiency Program</i>. The guideline is expected to be completed and in use in the Fall of 2017.</p>	<p>Fall 2017</p>	<p>On track</p>	<ul style="list-style-type: none"> • <i>Radon Guideline</i> approved and implemented

Legend Complete In progress/On track Delayed/On Hold

OAG Capital Asset Management Report – Yukon Government Action Plan

Recommendation	Department Response	Lead	Actions	Timing	Status	Success Measures
58. Recommendation. HPW, EDU and HSS should have detailed records of all radon testing that has been conducted in buildings they control. Records should include testing dates, exact locations, radon levels, remediation actions and whether employees were notified.	Agreed. HPW, EDU and H&SS will: <ul style="list-style-type: none"> Maintain detailed records of radon testing for consistent with OH&S regulations, GAM 3.48 and the <i>Radon Guideline</i>. 	HPW Corporate Safety Advisor	<ul style="list-style-type: none"> Testing is underway in buildings with HPW employees. Buildings that show elevated levels will receive additional testing and/or remediation. Detailed records are being compiled in accordance with recommendation. These are interim measures until the <i>Radon Guideline</i> is implemented. 	February 2017, on-going.	On track	<ul style="list-style-type: none"> Highways and Public Works adheres to the <i>Radon Guideline</i> when it comes to radon monitoring and management, including loading results into the <i>Parklane System</i> Highways and Public Works carries out remediation activities in government buildings consistent with <i>Radon Guideline</i>.
72. Recommendation. To ensure that funding goes to the highest priority projects HPW should, in consultation with departments, exercise its authority and follow established project prioritization processes, including prioritizing only those projects that meet the definition of building maintenance.	Agreed. HPW will: <ul style="list-style-type: none"> Follow established processes where it has the authority and obligation for planning and implementing capital maintenance projects Update Building and Equipment Maintenance Policy to clarify building maintenance vs. program specific equipment 	HPW Policy	<ul style="list-style-type: none"> Update Building and Equipment Maintenance Policy (GAM 2.8) 	See above	See above	See above
		RCAP	<ul style="list-style-type: none"> All capital maintenance projects will be scored, prioritized and consistent with the Building and Equipment Maintenance Policy 	Ongoing	On track	<ul style="list-style-type: none"> 100% of capital maintenance projects completed each year are scored and prioritized
		HPW Policy	<ul style="list-style-type: none"> Carry out a systemic design process for capital maintenance with client departments with external consultant 	March 31, 2018	On track	<ul style="list-style-type: none"> Workshop completed Feb. 2017 All action items arising from the workshop completed Capital maintenance process is more efficient and client focused

Legend Complete In progress/On track Delayed/On Hold

OAG Capital Asset Management Report – Yukon Government Action Plan

Recommendation	Department Response	Lead	Actions	Timing	Status	Success Measures
86. Recommendation. Verify building condition assessment data and use it, along with other information, to identify buildings for capital development. It should use this information to develop a long-term action plan to prioritize the replacement, consolidation and demolition of government owned buildings.	Agreed. HPW will: <ul style="list-style-type: none"> Integrate assessment data into its long term capital planning process Work with HSS and EDU on long-term capital plans In 2017-18 begin a comprehensive, portfolio-wide process for long term asset management planning including the replacement, rehabilitation, consolidation and demolition of YG buildings using VFA data. 	RCAP	<ul style="list-style-type: none"> Complete long term capital plans for HSS and EDU 	March 31, 2018	On track	<ul style="list-style-type: none"> Standard process, template for completing long-term capital plans developed Multi-year capital plan completed for Education and Health and Social Services Highest priority buildings are identified based on condition assessment data
		RCAP	<ul style="list-style-type: none"> Complete a portfolio-wide long term capital plan based on building condition assessments and other data 	March 31, 2018	On track	<ul style="list-style-type: none"> Multi-year capital plan completed for the entire building portfolio Highest priority buildings are identified based on condition assessment data

Legend Complete In progress/On track Delayed/On Hold

OAG Capital Asset Management Report – Yukon Government Action Plan

Health and Social Services

Recommendation	Department Response	Lead	Actions	Timing	Status	Success Measures
<p>57. Recommendation. The Department of Highways and Public Works, the Department of Education, and the Department of Health and Social Services should make it a priority to work with the appropriate organizations to develop a strategy for managing the effects of radon in their buildings, including radon testing and remediation.</p>	<p>Agreed. The Department of Highways and Public Works, the Department of Education, and the Department of Health and Social Services will work with the appropriate organizations on a corporate radon management policy. This policy will include testing and remediation that are consistent with the requirements of Yukon’s Occupational Health and Safety Act and further defined under Policy 3.48 (Corporate Health and Safety) in the General Administration Manual. The corporate radon management policy will be complete in the 2017–18 fiscal year.</p> <p>The Department of Health and Social Services will arrange for radon testing to be done in the facilities for which it has custody and control.</p>	<p>Corporate Planning and Risk Management with: Finance and Facility Management</p>	<p>A Radon Guideline is being drafted by the <i>Health, Safety Implementation Sub-Committee</i> of PSC. Health and Social Services (HSS) has been participating in the development and review of the guideline. Currently awaiting completion and submission to the <i>Health and Safety Leadership Committee</i> for review and approval. The guideline includes requirements for testing and remediation that will be consistent with the requirements of the <i>Yukon Occupation Health and Safety Act; Policy 3.48 (Corporate Health and Safety)</i> in the GAM; <i>Health Canada Guide for Radon Measurements in Public Buildings</i>; and the <i>Canadian - National Radon Proficiency Program</i>. The guideline is expected to be completed and in use in the Fall of 2017.</p>	<p>Fall 2017</p>	<p>On Track</p>	<ul style="list-style-type: none"> • <i>Radon Guideline</i> to be completed and implemented within HSS

Legend Complete In progress/On track Delayed/On Hold

OAG Capital Asset Management Report – Yukon Government Action Plan

Recommendation	Department Response	Lead	Actions	Timing	Status	Success Measures
			YWCHSB is re-testing HSS buildings that tested above the acceptable level during the Radon Pilot Project in 2007/08. These include the new Sarah Steele facility; #2 Hospital Road; the Mayo Health Centre; and two Residential Youth Treatment Facilities.	Feb.-July 2017	On Track	<ul style="list-style-type: none"> YWCHSB test results will be received and uploaded to the <i>Parklane</i> system
			The Department of HSS has completed radon testing in all 24/7 facilities for which it has custody and control. A certified radon measurement professional was contracted to do the testing. Testing devices have been collected and results have been sent to the lab. Results expected by the end of July, 2017.	Feb.-July 2017	On Track	<ul style="list-style-type: none"> 24/7 facilities' test results will be received and uploaded to <i>Parklane</i> system

Legend

Complete	In progress/On track	Delayed/On Hold
----------	----------------------	-----------------

OAG Capital Asset Management Report – Yukon Government Action Plan

Recommendation	Department Response	Lead	Actions	Timing	Status	Success Measures
			Remaining HSS buildings will be tested in order of identified priorities (i.e. all health centres are expected to undergo radon testing in Winter 2017/18; all other HSS buildings to be tested in subsequent testing cycles).	2017-2020	On Track	<ul style="list-style-type: none"> Buildings that exceed acceptable radon levels will be referred to HPW for remediation/re-testing as necessary Will be in receipt of HPW reports of remediation and retesting (with acceptable results), and results will be uploaded to <i>Parklane</i> system All remaining HSS buildings under the custody and control of HSS will be tested for radon, referred to HPW for remediation/re-testing as necessary
58. Recommendation. The Department of Highways and Public Works, the Department of Education, and the Department of Health and Social Services should have detailed records of all radon testing that has been conducted in the buildings under their custody and control. The records should include items such as testing dates and exact locations, radon levels, remediation actions, and whether employees have been notified of testing results.	Agreed. The Department of Highways and Public Works, the Department of Education, and the Department of Health and Social Services will maintain detailed records of radon testing for buildings under their respective custody and control, consistent with the requirements of Yukon's Occupational Health and Safety Act, as further defined under Policy 3.48 (Corporate Health and Safety) in the General Administration Manual, and in accordance with the pending corporate radon management	Corporate Planning and Risk Management with: Finance and Facility Management	All records of radon testing conducted in buildings under the custody and control of HSS will be uploaded to the <i>Parklane</i> system (Corporate Health and Safety), consistent with the requirements of the <i>Radon Guideline</i> (currently under development).	July 2017, ongoing	On Track	<ul style="list-style-type: none"> All radon test results to be uploaded to <i>Parklane</i> system
			Communicate to HSS employees re: testing intention, results, mitigation actions and follow-up testing results.	July 2017, ongoing	Complete	<ul style="list-style-type: none"> Communication to all HSS employees about testing in 24/7 facilities in Spring 2017

Legend

Complete	In progress/On track	Delayed/On Hold
----------	----------------------	-----------------

OAG Capital Asset Management Report – Yukon Government Action Plan

Recommendation	Department Response	Lead	Actions	Timing	Status	Success Measures
	policy. In the interim, the departments will ensure that they maintain records within appropriate databases for their respective buildings.				On Track	<ul style="list-style-type: none"> Communication to HSS employees will be sent re: testing results, mitigation actions and follow-up testing results, as they occur
55 & 56. In our opinion, because the Department is responsible through its licensing and inspection powers for addressing health and safety issues, it should have taken steps such as informing all facility operators of the radon issue and following up to determine what steps they had taken to address it. We found, however, that the Department had not taken any action to directly address this issue. Because of the serious nature of our findings in this area, we sent a letter to the Deputy Minister of Health and Social	The Department responded that it required operators of child care centres and family day homes to comply with relevant legislation. It also said that it would undertake further action to address this issue in an effort to ensure that child care centres and family day homes were safe environments.	Corporate Planning and Risk Management with: Family and Children’s Services; Environmental Health; Office of the Chief Medical Officer of Health; Communications	Letters sent to all licensed Yukon child care centres and day homes to raise awareness about the importance of radon testing and mitigation, encouraging them to test (and mitigate/retest if necessary). Resources for testing, access to a list of certified radon professionals, and samples of parent communication provided.	November, 2016	Complete	<ul style="list-style-type: none"> Some day homes and child care centres voluntarily tested Winter/17, and have been providing results to Child Care Services Unit. One centre tested above the acceptable level and is working with the Child Care Services Unit to determine next steps
			FAQ re: Health Effects of radon in child care centres developed and distributed at June Yukon Child Care Conference.	June 2017	Complete	<ul style="list-style-type: none"> FAQ developed and distributed

Legend Complete In progress/On track Delayed/On Hold

OAG Capital Asset Management Report – Yukon Government Action Plan

Recommendation	Department Response	Lead	Actions	Timing	Status	Success Measures
Services in July 2016, outlining our concerns.			Radon Working Group established to develop a plan to follow-up with the child care centres and day homes that tested above acceptable levels in the 2008 Radon Pilot Project, and potential testing requirements for new (and existing) licensees.	November 2016, ongoing	Complete	<ul style="list-style-type: none"> Follow-up with the child care centres and day homes that tested above acceptable levels in the 2008 pilot project completed. One dayhome had completed remediation YWCHSB has retested the child care centres and day homes that tested above acceptable levels in the 2008 pilot project (except for the one that remediated). They will provide results to operators and the Department when they are available (June/July), and have informed us that they will follow-through with those facilities that are above acceptable levels
			Radon Options Paper for Deputy Minister, and Information Note for Minister, completed. Awaiting direction	March - May 2017	On Track	<ul style="list-style-type: none"> Radon Options Paper and Information Note for Minister -direction to be received and followed

Legend

Complete	In progress/On track	Delayed/On Hold
----------	----------------------	-----------------

OAG Capital Asset Management Report – Yukon Government Action Plan

Education

Recommendation	Department Response	Lead	Actions	Timing	Status	Success Measures
<p>57. Recommendation. The Department of Highways and Public Works, the Department of Education, and the Department of Health and Social Services should make it a priority to work with the appropriate organizations to develop a strategy for managing the effects of radon in their buildings, including radon testing and remediation.</p>	<p>Agreed. The Department of Highways and Public Works, the Department of Education, and the Department of Health and Social Services will work with the appropriate organizations on a corporate radon management policy. This policy will include testing and remediation that are consistent with the requirements of Yukon’s Occupational Health and Safety Act and further defined under Policy 3.48 (Corporate Health and Safety) in the General Administration Manual. The corporate radon management policy will be complete in the 2017–18 fiscal year.</p> <p>The Department of Education has begun work on testing building assets under its control and will install radon meters in 50 percent of its building assets by the end of the 2016-17 school year, with the remaining 50 percent of its</p>	<p>Facilities and Operations with: Finance</p>	<p>A Radon Guideline is being drafted by the <i>Health, Safety Implementation Sub-Committee</i> of PSC. Education (EDU) has been participating in the development and review of the guideline. Currently awaiting completion and submission to the <i>Health and Safety Leadership Committee</i> for review and approval. The guideline includes requirements for testing and remediation that will be consistent with the requirements of the <i>Yukon Occupation Health and Safety Act; Policy 3.48 (Corporate Health and Safety) in the GAM; Health Canada Guide for Radon Measurements in Public Buildings; and the Canadian - National Radon Proficiency Program</i>. The guideline is expected to be completed and in use in the Fall of 2017.</p>	<p>Fall 2017</p>	<p>On Track</p>	<ul style="list-style-type: none"> • <i>Radon Guideline</i> to be completed and implemented within EDU • Monitoring results will be received and uploaded to the <i>Parklane</i> system. Results will also be available on the Department of Education website.

Legend Complete In progress/On track Delayed/On Hold

OAG Capital Asset Management Report – Yukon Government Action Plan

Recommendation	Department Response	Lead	Actions	Timing	Status	Success Measures
	building assets planned for completion by the end of the 2017-18 school year.		A first round of radon monitoring was conducted in 100 percent of Department of Education buildings. In the last week of school, letters will be sent to school communities (this includes staff, families of students, School Councils, and where applicable, First Nations) announcing that radon monitoring results are now available on the Department of Education website.	September 2016 – June 2017	On Track	<ul style="list-style-type: none"> • EDU will communicate findings of 2016-17 monitoring results with school communities. • Buildings that exceed acceptable radon levels have been referred to HPW for remediation/re-testing as necessary • As per the Government of Yukon Radon Testing Guideline, buildings under the custody and control of EDU will be tested for radon, and referred to HPW for remediation/re-testing as necessary
			Radon remediation work will be completed in three buildings over summer 2017. These requests were made as a precaution before long-term monitoring results were known. A request for radon mitigation was made for a fourth building, but long-term monitoring results indicate radon levels are within the acceptable range in that building.	December 2016 - September 2017	On Track	<ul style="list-style-type: none"> • HPW provides remediation reports and follow-up testing schedules to the Department of Education. • Conduct follow-up testing which meets Health Canada Guidelines, and perform additional remediation if necessary.

Legend

Complete	In progress/On track	Delayed/On Hold
----------	----------------------	-----------------

OAG Capital Asset Management Report – Yukon Government Action Plan

Recommendation	Department Response	Lead	Actions	Timing	Status	Success Measures
58. Recommendation. The Department of Highways and Public Works, the Department of Education, and the Department of Health and Social Services should have detailed records of all radon testing that has been conducted in the buildings under their custody and control. The records should include items such as testing dates and exact locations, radon levels, remediation actions, and whether employees have been notified of testing results.	Agreed. The Department of Highways and Public Works, the Department of Education, and the Department of Health and Social Services will maintain detailed records of radon testing for buildings under their respective custody and control, consistent with the requirements of Yukon’s Occupational Health and Safety Act, as further defined under Policy 3.48 (Corporate Health and Safety) in the General Administration Manual, and in accordance with the pending corporate radon management policy. In the interim, the departments will ensure that they maintain records within appropriate databases for their respective buildings.	Facilities and Operations	All records of radon monitoring and testing conducted in buildings under the custody and control of EDU will be uploaded to the <i>Parklane</i> system (Corporate Health and Safety), consistent with the requirements of the <i>Radon Guideline</i> (currently under development).	July 2017, ongoing	On Track	<ul style="list-style-type: none"> All building radon monitoring results and exact locations and dates (in and out) of devices to be uploaded to <i>Parklane</i> system
			Staff will be directly notified of winter 2016-17 radon monitoring results. Additionally, results from monitoring as well as future monitoring and testing will be posted online and publicly available. Letters will be sent to school communities to indicate where the information is located.	June 20 2017, ongoing	On Track	<ul style="list-style-type: none"> Communications to Education school communities will be sent re: testing results, remediation actions and follow-up testing results, as they occur

Legend Complete In progress/On track Delayed/On Hold