

VENTILATION SYSTEM OVERVIEW

This template has been developed to support school districts in sharing information on ventilation systems at the school level. This includes information on how systems meet requirements for regular inspection and maintenance, and additional mitigations that have been put in place to promote student and staff safety throughout the pandemic.

School District:	91 - Nechako Lakes
School Name:	Babine Elementary Secondary School
	Yes/No: Yes
	Date of last inspection: 2025-09-09
	Date of next inspection: 2026-01-09
	Date and type of most recent maintenance: Filter change.
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: There has been up to a 75% increase in the volume of outside air relative to the ASHRAE minimum. In cooler temperature the amount of outside air will decrease to maintain temperature set points.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): Currently using Merv 8. Filters will be spot checked regularly and changed a minimum of three times per year or as needed.
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Ventilation is currently controlled through the HVAC system.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: The building currently has an automated control system.
Other Relevant Information:	Facilities is working to provide a Merv 13 filters option where feasible with existing equipment during high particulate times.
District Contact for any Questions:	Name: Carl Larsen
	Phone Number: 250-567-2101
	Email: clarsen@sd91.bc.ca

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School District:	91 - Nechako Lakes
School Name:	David Hoy Elementary School
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2024-09-24
	Date of next inspection: 2026-01-12
	Date and type of most recent maintenance: Filter change.
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: There has been up to a 75% increase in the volume of outside air relative to the ASHRAE minimum. In cooler temperature the amount of outside air will decrease to maintain temperature set points
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): Currently using Merv 8. Filters will be spot checked regularly and changed a minimum of three times per year or as needed.
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Ventilation is currently dealt with through the HVAC system.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: The building currently has an automated control system.
Other Relevant Information:	Facilities is working to provide a Merv 13 filters option where feasible with existing equipment during high particulate times.
District Contact for any Questions:	Name: Carl Larsen
	Phone Number: 250-567-2101
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School District:	91 - Nechako Lakes
School Name:	Decker Lake Elementary School
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2025-08-14
	Date of next inspection: 2025-12-09
	Date and type of most recent maintenance: Filter change.
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: There has been up to a 75% increase in the volume of outside air relative to the ASHRAE minimum. In cooler temperature the amount of outside air will decrease in order to maintain temperature set points
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): Currently using Merv 8. Filters will be spot checked regularly and changed a minimum of three times per year or as needed.
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Ventilation is currently dealt with through the HVAC system.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: The building currently has an automated control system.
Other Relevant Information:	Facilities is working to provide a Merv 13 filters option where feasible with existing equipment during high particulate times.
District Contact for any Questions:	Name: Carl Larsen
	Phone Number: 250-567-2101
	Email: clarsen@sd91.bc.ca

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School District:	91 - Nechako Lakes
School Name:	Evelyn Dickson Elementary School
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2025-07-08
	Date of next inspection: 2025-12-08
	Date and type of most recent maintenance: Filter change.
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: There has been up to a 75% increase in the volume of outside air relative to the ASHRAE minimum. In cooler temperature the amount of outside air will decrease in order to maintain temperature set points
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): Currently using Merv 8. Filters will be spot checked regularly and changed a minimum of three times per year or as needed.
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Ventilation is currently controlled through the HVAC system
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: The building currently has an automated control system.
Other Relevant Information:	Facilities is working to provide a Merv 13 filters option where feasible with existing equipment during high particulate times.
District Contact for any Questions:	Name: Carl Larsen
	Phone Number: 250-567-2101
	Email: clarsen@sd91.bc.ca

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School District:	91 - Nechako Lakes
School Name:	Fraser Lake Bus Garage
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2025-08-12
	Date of next inspection: 2025-12-12
	Date and type of most recent maintenance: Filter change.
RECOMMENDATION: Increase supply of outside air	Yes/No: No
	Detail: Residential furnace. System does not have capability to regulate outside air.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): Currently using Merv 8. Filters will be spot checked regularly and changed a minimum of three times per year or as needed.
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Occupational density is too low.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: No
	Detail: Not available at this site.
Other Relevant Information:	Facilities is working to provide a Merv 13 filters option where feasible with existing equipment during high particulate times.
District Contact for any Questions:	Name: Carl Larsen
	Phone Number: 250-567-2101
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School District:	91 - Nechako Lakes
School Name:	Francois Lake Elementary School
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2025-08-08
	Date of next inspection: 2025-12-08
	Date and type of most recent maintenance: Filter change.
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: There has been up to a 75% increase in the volume of outside air relative to the ASHRAE minimum. In cooler temperature the amount of outside air will decrease in order to maintain temperature set points
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): Currently using Merv 8. Filters will be spot checked regularly and changed a minimum of three times per year or as needed.
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Ventilation is currently dealt with through the HVAC system.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: No
	Detail: The building currently has an automated control system.
Other Relevant Information:	Facilities is working to provide a Merv 13 filters option where feasible with existing equipment during high particulate times.
District Contact for any Questions:	Name: Carl Larsen
	Phone Number: 250-567-2101
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School District:	91 - Nechako Lakes
School Name:	Fraser Lake Elementary Secondary School
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2025-08-14
	Date of next inspection: 2025-12-09
	Date and type of most recent maintenance: Filter change.
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: There has been up to a 75% increase in the volume of outside air relative to the ASHRAE minimum. In cooler temperature the amount of outside air will decrease in order to maintain temperature set points
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): Currently using Merv 8. Filters will be spot checked regularly and changed a minimum of three times per year or as needed.
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Ventilation is currently dealt with through the HVAC system.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: The building currently has an automated control system.
Other Relevant Information:	Facilities is working to provide a Merv 13 filters option where feasible with existing equipment during high particulate times.
District Contact for any Questions:	Name: Carl Larsen
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School District:	91 - Nechako Lakes
School Name:	Fort St James Bus Garage
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2025-09-12
	Date of next inspection: 2026-01-12
	Date and type of most recent maintenance: Filter change.
RECOMMENDATION: Increase supply of outside air	Yes/No: No
	Detail: Residential furnace. System does not have capability to regulate outside air.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): Currently using Merv 8. Filters will be spot checked regularly and changed a minimum of three times per year or as needed.
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Occupational density is too low.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: No
	Detail: Not available at this site.
Other Relevant Information:	Facilities is working to provide a Merv 13 filters option where feasible with existing equipment during high particulate times.
District Contact for any Questions:	Name: Carl Larsen
	Phone Number: 250-567-2101
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School District:	91 - Nechako Lakes
School Name:	Fort St James Secondary School
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2025-08-05
	Date of next inspection: 2024-12-08
	Date and type of most recent maintenance: Filter change.
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: There has been up to a 75% increase in the volume of outside air relative to the ASHRAE minimum. In cooler temperature the amount of outside air will decrease in order to maintain temperature set points
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): Currently using Merv 8. Filters will be spot checked regularly and changed a minimum of three times per year or as needed.
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Ventilation is currently dealt with through the HVAC system.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: The building currently has an automated control system.
Other Relevant Information:	Facilities is working to provide a Merv 13 filters option where feasible with existing equipment during high particulate times.
District Contact for any Questions:	Name: Carl Larsen
	Phone Number: 250-567-2101
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School District:	91 - Nechako Lakes
School Name:	Grassy Plains School
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2025-09-12
	Date of next inspection: 2026-01-12
	Date and type of most recent maintenance: Filter change.
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: There has been up to a 75% increase in the volume of outside air relative to the ASHRAE minimum. In cooler temperature the amount of outside air will decrease in order to maintain temperature set points
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): Currently using Merv 8. Filters will be spot checked regularly and changed a minimum of three times per year or as needed.
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Ventilation is currently dealt with through the HVAC system.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: The building currently has an automated control system.
Other Relevant Information:	Facilities is working to provide a Merv 13 filters option where feasible with existing equipment during high particulate times.
District Contact for any Questions:	Name: Carl Larsen
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School District:	91 - Nechako Lakes
School Name:	IT Building
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2025-10-07
	Date of next inspection: 2026-02-07
	Date and type of most recent maintenance: Filter change.
RECOMMENDATION: Increase supply of outside air	Yes/No: No
	Detail: Residential furnace. System does not have capability to regulate outside air.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): Currently using Merv 8. Filters will be spot checked regularly and changed a minimum of three times per year or as needed.
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Occupational density is too low.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: No
	Detail: Not available at this site.
Other Relevant Information:	Facilities is working to provide a Merv 13 filters option where feasible with existing equipment during high particulate times.
District Contact for any Questions:	Name: Carl Larsen
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School District:	91 - Nechako Lakes
School Name:	Lakes District Store Front
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2025-08-28
	Date of next inspection: 2025-12-28
	Date and type of most recent maintenance: Filter change.
RECOMMENDATION: Increase supply of outside air	Yes/No: No
	Detail: Residential furnace does not have the capability.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): Currently using Merv 8. Filters will be spot checked regularly and changed a minimum of three times per year or as needed.
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: Yes
	Detail: Installing air purification units with HEPA filters for affected areas.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: No
	Detail: Not available at this site.
Other Relevant Information:	Facilities is working to provide a Merv 13 filters option where feasible with existing equipment during high particulate times.
District Contact for any Questions:	Name: Carl Larsen
	Phone Number: 250-567-2101
	Email: clarsen@sd91.bc.ca

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School District:	91 - Nechako Lakes
School Name:	Lakes District Secondary School
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2025-08-28
	Date of next inspection: 2025-12-16
	Date and type of most recent maintenance: Filter change.
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: There has been up to a 75% increase in the volume of outside air relative to the ASHRAE minimum. In cooler temperature the amount of outside air will decrease in order to maintain temperature set points
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): Currently using Merv 8. Filters will be spot checked regularly and changed a minimum of three times per year or as needed.
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Ventilation is currently dealt with through the HVAC system.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: The building currently has an automated control system.
Other Relevant Information:	Facilities is working to provide a Merv 13 filters option where feasible with existing equipment during high particulate times.
District Contact for any Questions:	Name: Carl Larsen
	Phone Number: 250-567-2101
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School District:	91 - Nechako Lakes
School Name:	Mapes Elementary School
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2025-08-25
	Date of next inspection: 2025-12-25
	Date and type of most recent maintenance: Filter change.
RECOMMENDATION: Increase supply of outside air	Yes/No: No
	Detail: System does not have the capability.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): Currently using Merv 8. Filters will be spot checked regularly and changed a minimum of three times per year or as needed.
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: Yes
	Detail: Installing air purification units with HEPA filters for affected areas.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: No
	Detail: The building currently has an automated control system.
Other Relevant Information:	Air monitoring & tracking equipment is currently being installed to give us more accurate data on air quality.
District Contact for any Questions:	Name: Carl Larsen
	Phone Number: 250-567-2101
	Email: clarsen@sd91.bc.ca

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School District:	91 - Nechako Lakes
School Name:	Mouse Mountain Elementary School
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2025-08-14
	Date of next inspection: 2025-12-14
	Date and type of most recent maintenance: Filter change.
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: There has been up to a 75% increase in the volume of outside air relative to the ASHRAE minimum. In cooler temperature the amount of outside air will decrease in order to maintain temperature set points
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): Currently using Merv 8. Filters will be spot checked regularly and changed a minimum of three times per year or as needed.
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Ventilation is currently dealt with through the HVAC system.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: The building currently has an automated control system.
Other Relevant Information:	Facilities is working to provide a Merv 13 filters option where feasible with existing equipment during high particulate times.
District Contact for any Questions:	Name: Carl Larsen
	Phone Number: 250-567-2101
	Email: clarsen@sd91.bc.ca

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School District:	91 - Nechako Lakes
School Name:	Muriel Mould Neighborhood Learning Centre
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2025-08-28
	Date of next inspection: 2025-12-16
	Date and type of most recent maintenance: Filter change.
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: There has been up to a 75% increase in the volume of outside air relative to the ASHRAE minimum. In cooler temperature the amount of outside air will decrease in order to maintain temperature set points
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): Currently using Merv 8. Filters will be spot checked regularly and changed a minimum of three times per year or as needed.
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Ventilation is currently dealt with through the HVAC system.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: The building currently has an automated control system.
Other Relevant Information:	Facilities is working to provide a Merv 13 filters option where feasible with existing equipment during high particulate times.
District Contact for any Questions:	Name: Carl Larsen
	Phone Number: 250-567-2101
	Email: clarsen@sd91.bc.ca

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School District:	91 - Nechako Lakes
School Name:	Nechako Valley Secondary School
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2025-10-07
	Date of next inspection: 2026-02-07
	Date and type of most recent maintenance: Filter change.
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: There has been up to a 75% increase in the volume of outside air relative to the ASHRAE minimum. In cooler temperature the amount of outside air will decrease in order to maintain temperature set points
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): Currently using Merv 8. Filters will be spot checked regularly and changed a minimum of three times per year or as needed.
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Ventilation is currently dealt with through the HVAC system.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: The building currently has an automated control system.
Other Relevant Information:	Facilities is working to provide a Merv 13 filters option where feasible with existing equipment during high particulate times.
District Contact for any Questions:	Name: Carl Larsen
	Phone Number: 250-567-2101
	Email: clarsen@sd91.bc.ca

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School District:	91 - Nechako Lakes
School Name:	School Board Office - Vanderhoof
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2025-10-07
	Date of next inspection: 2026-02-07
	Date and type of most recent maintenance: Filter change.
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: There has been up to a 75% increase in the volume of outside air relative to the ASHRAE minimum. In cooler temperature the amount of outside air will decrease in order to maintain temperature set points
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): Currently using Merv 8. Filters will be spot checked regularly and changed a minimum of three times per year or as needed.
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Ventilation is currently dealt with through the HVAC system.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: The building currently has an automated control system.
Other Relevant Information:	Facilities is working to provide a Merv 13 filters option where feasible with existing equipment during high particulate times.
District Contact for any Questions:	Name: Carl Larsen
	Phone Number: 250-567-2101
	Email: clarsen@sd91.bc.ca

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School District:	91 - Nechako Lakes
School Name:	Sinkut View Elementary School
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2025-10-07
	Date of next inspection: 2026-02-07
	Date and type of most recent maintenance: Filter change.
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: There has been up to a 75% increase in the volume of outside air relative to the ASHRAE minimum. In cooler temperature the amount of outside air will decrease in order to maintain temperature set points
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): Currently using Merv 8. Filters will be spot checked regularly and changed a minimum of three times per year or as needed.
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Ventilation is currently dealt with through the HVAC system.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: The building currently has an automated control system.
Other Relevant Information:	Facilities is working to provide a Merv 13 filters option where feasible with existing equipment during high particulate times.
District Contact for any Questions:	Name: Carl Larsen
	Phone Number: 250-567-2101
	Email: clarsen@sd91.bc.ca

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School District:	91 - Nechako Lakes
School Name:	Valhalla
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2025-10-09
	Date of next inspection: 2026-02-09
	Date and type of most recent maintenance: Filter change.
RECOMMENDATION: Increase supply of outside air	Yes/No: No
	Detail: Residential furnace does not have the capability.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): Currently using Merv 8. Filters will be spot checked regularly and changed a minimum of three times per year or as needed.
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Installing air purification units with HEPA filters for affected areas.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: No
	Detail: Not available at this site.
Other Relevant Information:	Facilities is working to provide a Merv 13 filters option where feasible with existing equipment during high particulate times.
District Contact for any Questions:	Name: Carl Larsen
	Phone Number: 250-567-2101
	Email: clarsen@sd91.bc.ca

VENTILATION SYSTEM OVERVIEW

This template has been developed to support school districts in sharing information on ventilation systems at the school level. This includes information on how systems meet requirements for regular inspection and maintenance, and additional mitigations that have been put in place to promote student and staff safety throughout the pandemic.

School District:	91 - Nechako Lakes
School Name:	Vanderhoof Bus Garage
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2025-10-07
	Date of next inspection: 2026-02-07
	Date and type of most recent maintenance: Filter change.
RECOMMENDATION: Increase supply of outside air	Yes/No: No
	Detail: Residential furnace. System does not have capability to regulate outside air.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): Currently using Merv 8. Filters will be spot checked regularly and changed a minimum of three times per year or as needed.
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Occupational density is too low.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: No
	Detail: Not available at this site.
Other Relevant Information:	Facilities is working to provide a Merv 13 filters option where feasible with existing equipment during high particulate times.
District Contact for any Questions:	Name: Carl Larsen
	Phone Number: 250-567-2101
	Email: clarsen@sd91.bc.ca

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School District:	91 - Nechako Lakes
School Name:	Vanderhoof Maintenance Building
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2025-10-07
	Date of next inspection: 2026-02-07
	Date and type of most recent maintenance: Filter change.
RECOMMENDATION: Increase supply of outside air	Yes/No: No
	Detail: Residential furnace. System does not have capability to regulate outside air.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): Currently using Merv 8. Filters will be spot checked regularly and changed a minimum of three times per year or as needed.
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Occupational density is too low.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: No
	Detail: Not available at this site.
Other Relevant Information:	Facilities is working to provide a Merv 13 filters option where feasible with existing equipment during high particulate times.
District Contact for any Questions:	Name: Carl Larsen
	Phone Number: 250-567-2101
	Email: clarsen@sd91.bc.ca

VENTILATION SYSTEM OVERVIEW

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School District:	91 - Nechako Lakes
School Name:	William Konkin Elementary School
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2025-08-14
	Date of next inspection: 2025-12-14
	Date and type of most recent maintenance: Filter change.
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: There has been up to a 75% increase in the volume of outside air relative to the ASHRAE minimum. In cooler temperature the amount of outside air will decrease in order to maintain temperature set points
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): Currently using Merv 8. Filters will be spot checked regularly and changed a minimum of three times per year or as needed.
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Ventilation is currently dealt with through the HVAC system.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: The building currently has an automated control system.
Other Relevant Information:	Facilities is working to provide a Merv 13 filters option where feasible with existing equipment during high particulate times.
District Contact for any Questions:	Name: Carl Larsen
	Phone Number: 250-567-2101
	Email: clarsen@sd91.bc.ca

VENTILATION SYSTEM OVERVIEW

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School District:	91 - Nechako Lakes
School Name:	WL McLeod Elementary School
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2025-10-06
	Date of next inspection: 2026-02-06
	Date and type of most recent maintenance: Filter change.
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: There has been up to a 75% increase in the volume of outside air. relative to the ASHRAE minimum. In cooler temperature the amount of outside air will decrease in order to maintain temperature set points
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): Currently using Merv 8. Filters will be spot checked regularly and changed a minimum of three times per year or as needed.
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Ventilation is currently dealt with through the HVAC system.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: The building currently has an automated control system.
Other Relevant Information:	Facilities is working to provide a Merv 13 filters option where feasible with existing equipment during high particulate times.
District Contact for any Questions:	Name: Carl Larsen
	Phone Number: 250-567-2101
	Email: clarsen@sd91.bc.ca