



# BRANDON SCHOOL DIVISION

## Facilities/Transportation Committee Minutes

Thursday, November 27, 2014 – 12:00 p.m.  
Boardroom, Administration Office

Present: M. Sefton, J. Murray, G. Buri, S. Bambridge, D. Labossiere, G. Malazdrewicz, and R. Harkness.

Regrets: M. Clark

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### 1. CALL TO ORDER.

The Facilities & Transportation Committee Meeting was called to order at 12:05 p.m. by Trustee Mark Sefton.

### 2. ELECTION OF CHAIR/CONFIRM REGULAR MEETING DATES/REVIEW COMMITTEE RESPONSIBILITIES.

It was agreed that Trustee Jim Murray would serve as Committee Chairperson for 2014-2015. It was further agreed that the Facilities & Transportation Committee meetings would be held on the second Tuesday of each month from 9:00 a.m. to 11:00 a.m. as follows:

Tuesday, January 13, 2015	9:00 a.m.
Tuesday, February 10, 2015	9:00 a.m.
Tuesday, March 10, 2015	9:00 a.m.
Tuesday, April 14, 2015	9:00 a.m.
Tuesday, May 12, 2015	9:00 a.m.
Tuesday, June 9, 2015	9:00 a.m.

The Committee reviewed their responsibilities as noted on the agenda.

### 3. APPROVAL OF AGENDA

The Supervisor of Transportation added one item to the agenda.

The Associate Superintendent added one item to the agenda.

The agenda was approved as amended.

### 4. PREVIOUS COMMITTEE MINUTES FOR INFORMATION PURPOSES ONLY

The Minutes of September 4, 2014 were received as information.

### 5. COMMITTEE GOVERNANCE GOAL ITEMS

### 6. OTHER COMMITTEE GOVERNANCE MATTERS

#### A) Hummingbird Garden – Raised Beds

The Committee agreed that the idea of raised garden beds and a proper compost bin are good ideas and would be a good visual for neighbours.

**Recommend:**

That permission be given to replace the raised beds and install a proper compost bin.

B) Request for Busses

Trustee Sefton spoke to this matter. The Committee noted that the use of Brandon School Division busses was approved every year for the Society for Manitobans with Disabilities and there were no objections to the request.

**Recommend:**

That a school bus be provided to the Society of Manitobans with Disabilities for their Winter Break Program for the days of December 22, 23, 29 and 30<sup>th</sup>, 2014 at the current rates subject to approval by the Supervisor of Transportation and the Manitoba Transport Board.

C) Operations Matter (In-Camera Discussion)

D) Stop Arm Cameras

The Supervisor of Transportation, Mr. Ron Harkness, spoke of a School Bus Stop Arm camera pilot program we are currently running with Teknisult Enterprises, which is part of the Crosssafe program. Teknisult has installed an exterior stop arm camera system at no cost to the Division on one of our buses. After the end of the 90 day period we have the option to return the camera or purchase the system at 50% of the cost, which would be a total of \$937.90 with taxes included. We would mail the camera SD card to the company once per week, and they will identify the traffic violations and mail back a DVD of the violations, which would be sent to the Brandon Police Service. The BPS has expressed a positive stance on using video to proceed with issuing traffic tickets. The system is composed of 3 external cameras and a digital video recorder. The digital video recorder has a GPS component that marks the location and speed of the bus. In the first week of use the company mentioned that there were 13 violations in a 5 day period according to the report received after the first week.

E) Preliminary Enrolment Projections for the next five years.

The Associate Superintendent, Mr. Greg Malazdrewicz, spoke to this matter. We are currently projecting that in the next five years, 770 more students will be enrolled and the total enrolment will be approximately 9,200 students. Of the 9,200 students, 200 of these students will roll up into High School. Fifteen (15) to seventeen (17) portables will be required in the next 5 years to accommodate growth. Trustee Buri asked questions for clarification regarding portables. It was stated that a new school is still our #1 priority on our five (5) year Capital Plan. (see "Appendix A")

**7. OPERATIONS INFORMATION**

The Secretary-Treasurer reviewed the report provided by the Director of Facilities on the following projects:

- Crocus Plains science labs are 99% complete and classes are being held in the classrooms
- George Fitton daycare is complete and we expect to turn the building over to the Friendship Center the week of Nov 24th.
- George Fitton gym expected occupancy date is Dec 8th
- Vincent Massey roof replacement completion date Dec 19th
- Harrison roof replacement to start upon completion of the Vincent Massey replacement
- Neelin roof replacement start date to be in the next 2 weeks
- Riverview heating system replacement is 90% complete and heat is on in the school. Completion date expected to be Dec 15th.
- Meadows addition is proceeding with foundation work in progress.
- Waverly Park addition is proceeding with foundation work in progress.

- George Fitton old gym renovation into classrooms to start immediately following the completion of the new gym addition.
- Vincent Massey science lab renovation project in design stage with formal construction submission to the PSFB expected in December and tender to follow in January
- Vincent Massey heating system replacement in design stage with formal construction submission to the PSFB expected in December. Tender is dependent of PSFB funding.
- Betty Gibson grooming room is in the preliminary design stage with the intent that construction occur during the summer school break in 2015.

**8. NEXT REGULAR MEETING: Tuesday, January 13, 2015, Boardroom**

The meeting adjourned at 1:21 p.m.

Respectfully submitted,

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J. Murray, Chair

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S. Bambridge

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G. Buri

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M. Sefton (Alternate)