Facilities/Transportation Committee Minutes

Wednesday, January 11, 2012 – 1:30 p.m.
Board Room, Administration Office

Present: D. Karnes, Chairperson, J. Murray, P. Bowslaugh (Alternate), Dr. D. Michaels, K. Zabowski, M. Clark.
Regrets: M. Snelling, R. Harkness

1. CALL TO ORDER:

D. Karnes, Chairperson, called the meeting to order at 1:30 p.m.

2. APPROVAL OF AGENDA

The agenda was amended to include inquiries from Committee members should time permit.

3. COMMITTEE GOVERNANCE GOAL ITEMS

NIL

4. OTHER COMMITTEE GOVERNANCE MATTERS

a) Green Acres Adventure Playground

The Secretary Treasurer presented information to the Committee noting the Division has received two generous offers to assist in funding the construction of a Green Acres Adventure Playground. One offer, from a community member for $40,000, was made on the condition that the playground be built during the summer of 2012. An additional offer of $10,000 has been pledged from a community group.

In order to take advantage of these two offers, and given the timeline noted by the donor, Senior Administration advised of the possibility of advancing funds to match the donations. Such funds would come from Accumulated Surplus. The Committee was further advised this would then mean the 2014 cycle for funding of the Green Acres Playground would not be applicable. The Committee concurred with this advice.

Recommendation:
That the Board consider advancing the 2014 playground contribution of $30,000, together with an additional $30,000 on the understanding that this latter portion is the anticipation contribution from the City of Brandon.

b) Steam Heating Replacement – École Neelin High School.

The Director of Facilities and Transportation provided the Committee with an update on the École Neelin High School Steam Heating System Replacement project. He noted it was recommended by the Public Schools Finance Board that MCW/Age be hired as the electrical engineering contractor for the project to a maximum fixed fee of $5,900 plus applicable taxes, as per the December 16, 2011 fee proposal letter. The Committee agreed to bring a recommendation to the Board of Trustees.

Recommendation:
That MCW/Age be hired as the electrical engineering contractor for the École Neelin High School Steam Heating System Replacement project to prepare the electrical design for a maximum fixed fee of $5,900 plus applicable taxes.

c) Vincent Massey High School Roof Replacement

The Director of Facilities and Transportation provided details regarding the recent site visit and upcoming tender for this project. It was noted the tenders closed after the Board Agenda for January 23, 2012 was posted. Therefore it was agreed that a motion would be brought forward through Senior Administration following the tender review in order to keep the project moving forward on a timely basis.

5. OPERATIONS INFORMATION

- The Director of Facilities and Transportation provided verbal reports on the following projects:
  - Waverly Park Boiler;
  - Meadows Elevator;
  - Crocus Plains and Neelin Science Labs.

- Discussions were held regarding the recent decision by the Board of Trustees to allow for an exception to the transportation policy by the Burt family. It was agreed all further appeal requests for bussing would now be forwarded directly to the Board of Trustees, rather than to the Facilities and Transportation Committee. The Committee also requested clarification regarding the two points from which distance is measured to determine eligibility for bussing. The Supervisor of Transportation is to provide a report, in writing, which will be brought back to the Board of Trustees through Senior Administration – Trustee Inquiries.

- It was noted that the Secretary-Treasurer's Department is in the process of arranging a meeting with representatives of the Public Schools Finance Board, as directed by the Board of Trustees through a motion made at the Regular Meeting of the Board on January 9, 2012.

- Discussions were held regarding portables. Trustees inquired as to what was the process to order portables; what was the deadline for ordering them; how many portables would be requested; where would the portables be placed. Senior Administration was directed to look into the required timelines and the matter would be brought forth as a late item at the Board of Trustee meeting to be held on January 23, 2012.

- The Secretary-Treasurer noted a letter had been received regarding the bus purchase tender package. It was agreed the Division would continue to take advantage of the central tender process.

6. NEXT REGULAR MEETING: 1:30 p.m., Wednesday, February 8, 2012.

The meeting adjourned at 2:10 p.m.

Respectfully submitted,

D. Karnes, Chair	M. Sefton
M. Snelling	P. Bowslaugh (Alternate)