



BRANDON SCHOOL DIVISION

Facilities/Transportation Committee Minutes

Thursday, December 5, 2013 – 11:30 a.m.

Board Room, Administration Office

Present: D. Karnes, Chairperson, P. Bowslaugh, M. Snelling (Alternate) (entered at 12:05 p.m.), D. Labossiere, G. Malazdrewicz, M. Clark and R. Harkness.

Regrets: J. Murray

1. CALL TO ORDER.

The Facilities & Transportation Committee Meeting was called to order at 11:40 a.m. by Committee Chairperson, Doug Karnes.

2. APPROVAL OF AGENDA

The agenda was approved as circulated

3. PREVIOUS COMMITTEE MINUTES FOR INFORMATION PURPOSES ONLY

The Minutes of November 7, 2013 were received as information.

4. COMMITTEE GOVERNANCE GOAL ITEMS

NIL

5. OTHER COMMITTEE GOVERNANCE MATTERS

A) Request for Buses

Supervisor of Transportation spoke to this item. He noted the Division had supplied buses and drivers for the Society of Manitobans with Disabilities for their summer camps. He confirmed that he had a driver available to drive for the proposed Winter Break Program, should the Committee approve the request. The Committee agreed to recommend the provision of a school bus to the Society of Manitobans with Disabilities for their Winter Break Program.

Recommendation:

That a school bus be provided to the Society of Manitobans with Disabilities for their Winter Break Program for the days of December 23, 27 and 30, 2013 and January 2 and 3, 2014 at the current rates subject to approval by the Supervisor of Transportation and the Manitoba Transport Board.

B) Waverly Park School – Two Classroom Addition Phase Two

Director of Facilities and Transportation spoke to this item. It was expected the project would be able to start in June of 2014. Trustees asked questions for clarification. It was agreed the Committee would recommend the Design Development Documents be approved for this project.

Recommendation:

That the Design Development Documents for the Waverly Park School Two Classroom Addition – Phase Two project is hereby approved and that a letter be forwarded to the Public Schools Finance Board advising them of same.

C) George Fitton School – Two Classroom Renovation

Director of Facilities and Transportation spoke to this item. He noted the school's request for a Grooming Room had been placed on the Division's Five Year Capital Plan. Therefore, he had spoken to the Public Schools Finance Board about the possibility of incorporating both projects at the same time. He noted the Public Schools Finance Board was reviewing this item. Currently, the two classroom addition is expected to start as soon as the new gym for George Fitton School was operational. Trustees asked questions for clarification. It was agreed the Committee would recommend the Design Development Documents be approved for this project.

Recommendation:

That the Design Development Documents for George Fitton School – Two Classroom Renovation project is hereby approved and that a letter be forwarded to The Public Schools Finance Board advising them of same.

D) Trustee Bowslaugh – Inquiry – Joint Use Insurance

Trustee Bowslaugh spoke to her inquiry. The solicitor's opinion regarding this item was circulated. The Secretary-Treasurer spoke to the solicitor's opinion noting the risks involved. He confirmed that a report highlighting the solicitor's opinion would be included in the Report of Senior Administration being presented to the Board of Trustees at their Regular Meeting to be held on December 9, 2013. The Secretary-Treasurer also noted he had spoken to the Division's insurance provider who confirmed that no other Division in Manitoba were currently paying the insurance for user groups for community use of Division facilities. Following discussions, the Committee agreed that due to the information provided in the legal opinion, the matter would no longer be pursued.

E) RFP for Asbestos Removal

Director of Facilities and Transportation, Mr. Clark, confirmed that the Request for Proposals with respect to asbestos removal during the Christmas Break would close at 2:00 p.m. on Monday, December 9, 2013. The Committee agreed that a late motion would be brought to the Board of Trustees on December 9, 2013 regarding the request for proposal.

F) Propane-Powered School Bus

Supervisor of Transportation, Mr. Harkness, spoke to a letter received from the Pupil Transportation Unit (PTU) regarding propane-powered school buses. He noted the PTU was asking Divisions for an expression of interest with respect to whether or not Divisions would be interested in propane powered school buses being included in the tender process. He confirmed that if enough interest was provided then a separate tender bid would be prepared and provided to Divisions. Mr. Harkness also confirmed that he will be receiving a propane-powered school bus to test drive for one week, in the near future. Discussions were held and Committee members asked questions for clarification. It was agreed that a recommendation would be brought to the Board to advise the Pupil Transport Unit that the Division would be interested in the opportunity to investigate propane-powered school buses. The Committee also requested Mr. Harkness bring back a report following his trial run use of the propane-powered school bus.

Recommendation:

That the Brandon School Division advise the Pupil Transportation Unit that the Division would be interested in the opportunity to investigate propane-powered schools buses for the upcoming tender process period.

6. OPERATIONS INFORMATION

- Mr. Mel Clark, Director of Facilities and Transportation, provided an update on the following projects:
 - o George Fitton School gym and day care facility;
 - o Vincent Massey High School possible science labs;
 - o The heating system at Riverview School has been completed;
 - o The roof at Betty Gibson School is almost completed;
 - o The Portable classrooms all have steps in place and a temporary occupancy permit has been received from the City;
- Mr. Clark confirmed he will be contacting the PSFB to follow up on the status of the new gymnasium for Green Acres School.
- The Committee agreed to cancel the January Committee Meeting date and move the February Committee Meeting date to February 13, 2013, at 11:30 a.m. However, should a matter arise that requires the Committee's attention prior to February 13, 2013, a special meeting will be called.

7. NEXT REGULAR MEETING: Thursday, December 5, 2013, Board Room

The meeting adjourned at 12:50 p.m.

Respectfully submitted,

D. Karnes, Chair

P. Bowslaugh

J. Murray

M. Snelling (Alternate)