Facilities/Transportation Committee Minutes

Wednesday, December 7, 2011 – 1:30 p.m.
Board Room, Administration Office

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

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) 2017 Canada Games

The Secretary-Treasurer spoke to this matter, noting the City of Brandon is investigating the possibility of submitting a bid to host the 2017 Canada Games. It was noted the Director of Facilities and Transportation is working with the City of Brandon regarding the possibility of using high school gyms as possible venues for the games. Discussions were held regarding the possibility of recovering costs, or offering the facilities as a "gift in kind" service. It was agreed the Division would cooperate with the City in this matter. It would be recommended that Senior Administration enter into an agreement with the City of Brandon to use the Division's facilities.

Recommendation:
That Senior Administration be authorized to enter into negotiations/arrangements with the City of Brandon for the use of Brandon School Division facilities, as to be mutually agreed upon, in connection with a bid to host the 2017 Canada Games.

b) Steam Heating Replacement – École Neelin High School.

The Secretary-Treasurer spoke to the email from the Public Schools Finance Board regarding the École Neelin High School steam heating system replacement. It was noted air conditioning could be done at the same time, however the cost to the Division would be about $200,000. It was noted the funds would be taken from the Building Reserve or accumulated surplus to cover this cost. With such Government mandates as K-3 class size coming in the future, it was recommended that the air conditioning was not a priority at this time. The Director of Facilities and Transportation noted air conditioning in the schools came with a large maintenance cost. He did not feel it was necessarily a good investment as the payback was twenty years. Discussions were held and the Committee agreed to replace the heating system only at this time at École Neelin High School.

c) Transportation Issue (In-Camera)

The Supervisor of Transportation spoke to emails which had been received from a concerned taxpayer regarding a student bussing issue. In-Camera discussions were held. It was agreed that the Division was handling the situation in the most economical manner possible. Senior Administration was directed to provide the appropriate written response to the concerned taxpayer and noting that due to privacy legislation, specific details could not be provided.

d) 2012 – 2013 Capital & Maintenance Budget

The Secretary-Treasurer reviewed the Capital and Maintenance Budget summary for 2012/2013. He noted the proposed budget, after review by senior administration, was $956,000, or a 2% increase. Discussions were held regarding the difference between accumulated surplus and reserve funds. It was noted some items in the budget again this year, such as the staff washrooms, would be completed and funds could then be reallocated or removed in two years time. The Committee agreed with and supported moving the Capital and Maintenance Budget forward for 2012/2013 Budget discussions.

e) Public Schools Finance Board

The Secretary-Treasurer noted the Division has heard nothing from the Government regarding the George Fitton and Green Acres school gyms since the announcement made during the Provincial elections. He also confirmed the Division has yet to hear anything on the 5 Year Plan which was submitted during the summer. He suggested the Committee request a meeting with representatives of the Public Schools Finance Board (PSFB) to determine the status of the two gym projects as well as the items listed in the 5 Year Capital Plan. The Committee requested a meeting be arranged to discuss these concerns with the PSFB.

Recommendation:
That the Facilities and Transportation Committee arrange a meeting with representatives of the Public Schools Finance Board to determine the status of the Brandon School Division's 5 Year Capital Plan, the George Fitton and Green Acres School gyms, Capital Asset plan.

5. OPERATIONS INFORMATION

- The letter from the PSFB regarding the Vincent Massey High School Roof Replacement was discussed. Director of Facilities and Transportation, Mr. Clark, noted the proposed timelines for the project.

- The Secretary-Treasurer, Mr. Barnes, circulated information prepared by the Director of Facilities and Transportation regarding the number of classrooms used as ancillary space at each of the schools. It was noted there was no ancillary space in many of the schools. The few schools which did have space used it for reading recovery; numeracy and literacy support; and staff rooms.

- Senior Administration was asked to provide an update on the status of possible property transfers with the City. It was noted the solicitor has all the titles and is in the process of updating them.

- Director of Facilities and Transportation, Mr. Mel Clark, noted the boiler at Waverly Park School will need to be replaced. He confirmed the Public Schools Finance Board will cover the cost. A heat pump is currently being used; however, this is only a temporary fix.

- It was confirmed the upper deck at the Neelin High School Off-Campus site is now occupied and the Division started paying rent on the upper deck effective November 1, 2011.

- Trustee Bowslaugh noted she had spoken with representatives of the Town Centre and confirmed they would be interested in renting space to the Brandon Division should it be needed.

6. <u>NEXT REGULAR MEETING: 1:30 p.m., Wednesday, January 11, 2012.</u>

The meeting adjourned at 2:45 p.m.

Respectfully submitted,

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