



"Accepting the Challenge"

# Facilities/Transportation Committee Minutes

Tuesday, Tuesday, January 11, 2011 – 9:30 a.m.

Board Room, Administration Office

Present: D. Karnes, Chairperson, J. Murray, P. Bowslaugh (Alternate),  
M. Clark, R. Harkness, G. Barnes, G. Malazdrewicz (entered 9:50  
a.m.).

Regrets: G. Kruck.

## 1. CALL TO ORDER:

The Facilities/Transportation Committee Meeting was called to order at 9:35 a.m. by the Chairperson, Trustee Karnes.

## 2. APPROVAL OF AGENDA

The Facilities/Transportation Committee Agenda was approved as circulated.

## 3. COMMITTEE GOVERNANCE GOAL ITEMS

NIL

## 4. OTHER COMMITTEE GOVERNANCE MATTERS

### a) Review of Committee Minutes

The Committee reviewed the Minutes of December 7, 2010.

### b) Trustee Request – Unused land/empty classrooms/computer equipment

#### - **Unused land:**

Mr. Barnes, Secretary-Treasurer noted the Division has three large pieces of property as follows:

- Approximately 10 acres by the Riverview Curling Club. He noted an environmental report had been completed on this property and future discussions would be taking place with the City of Brandon regarding this property.
- Just under 10 acres on 26<sup>th</sup> and Maryland. He noted this is the property that costs the Division the most with respect to property tax however he did not recommend disposing of this property at this time.
- 9 acres has been requested in the Brookwood Development. Mr. Barnes confirmed he would like to make sure there is property in the name of the school division in this area before disposing of the property on 26<sup>th</sup> and Maryland.

Mr. Barnes confirmed the Division owns smaller parcels of land as well. Two pieces by New Era School, one of which is currently used as the staff parking lot with the other located across from Betty Gibson School.

It was further noted that all vacant property is included in the Division's annual five year plan submitted to the Public Schools Finance Board.

#### - **Empty classrooms:**

Mr. Barnes, Secretary-Treasurer, circulated a surplus capacity overview page from the Divisions Facilities Report and reviewed it for the Committee. He noted the Division does not have a lot of empty classrooms. He confirmed the Baragar report is due within the next month at which time he would be able to provide an updated version of the surplus capacity. Trustee Murray inquired as to how many

classrooms are not being used as “regular” classrooms. Mr. Barnes noted the practical capacity had been included in the information provided and reiterated the Division does not have many empty classrooms. Discussions were held regarding the impact the expansion of staff washrooms will have on classrooms. It was noted the report regarding staff washrooms will come forth later this year. It was also noted that the possibility of full-time Kindergarten classes in some of the schools would also impact that amount of classroom space available.

**- Computer Equipment Storage:**

Trustee Bowslaugh noted that discussions had been held at the Divisional Futures and Community Relations Committee meeting with First Nations Organizations regarding the possibility of providing unused Division computers. It was noted that the computers were useless without the software and due to licensing issues, the Division was unable to provide computers with the software included. The Secretary-Treasurer was directed to follow-up on the licensing issue with the ICT Department.

Mr. Barnes provided the Committee with current practice for disposal of out-dated Division computers. Inquiries were made as to the possibility of selling computers to the public in general and in particular to First Nations people in the north. Mr. Barnes noted that this was attempted several years ago and was unsuccessful. He noted the Division could try again if that was the direction of the Committee. It was also noted that the ICT Department is currently very busy and that scrubbing and disposing of computers was not an effective use of their time. It was agreed outsourcing would take place before June in order to remove the equipment from Fleming School if required. It was also agreed that following the removal and disposal of equipment stored in Fleming School, there will need to be discussions as to how the disposal of out-dated equipment will be handled in the future.

Point of Privilege: Trustee Karnes inquired about the storage of all archive material currently located at Fleming School. Director of Facilities and Transportation, Mr. Clark, confirmed he would find cold storage space for the archival material before the end of June. Mr. Karnes also inquired as to whether or not a letter had been sent to Sioux Valley Educational Authority (SVEA) advising they were the winning tender. Mr. Barnes, Secretary-Treasurer, confirmed a letter had been sent and that he had spoken directly to Mr. Vince Tacan of SVEA who was looking forward to finalizing the matter.

**c) O’Kelly School Lease**

Secretary-Treasurer, Mr. Barnes, noted the lease would be extended to March 31, 2011. He confirmed that the Department of National Defence would be turning the property over to the Province of Manitoba by the end of March and subsequently would be undertaking the agreed to renovations. He also confirmed if all goes as planned the school would be removed from the Division’s Five Year Capital Plan requests.

**Recommendation:**

That the Lease of School property for O’Kelly School, DND Shilo, with the Government of Canada, Minister of National Defence which was to expire on the 31<sup>st</sup> of December, 2010, be extended to March 31<sup>st</sup>, 2011 with occupancy to continue on the same terms and conditions; and subject to approval of the Public Schools Finance Board.

**d) Review of Catchment Area in Brookwood Development**

Supervisor of Transportation, Mr. R. Harkness, circulated information regarding the current catchment area and spoke to the matter. Mr. Barnes, Secretary-Treasurer, confirmed that the catchment areas needed to be revised after the Division has received the Baragar report. He asked that the catchment areas be left as is for now and the Division deal with any problem areas on as they arise for this year. It was also noted that the Grade 9 handbooks had been completed and would be distributed in February with the current catchment areas included in the handbook.

**5. OPERATIONS INFORMATION**

- a) Letter from PSFB – December 15, 2010, Portable Classroom unit requests.

Secretary-Treasurer, Mr. Barnes, noted the Division's position in the past has been not to use portables however, given the possibility of all-day/every-day kindergarten in some schools and the desire to convert all K-6 schools into K-8 Schools the possibility of portables may now be something the Division should consider. Discussions were held regarding the pros and cons of portable classrooms. It was agreed that the Division would look at the possibility of requesting portables for the 2012/2013 school year. An update on this item will be provided by the Director of Facilities and Transportation at the next Committee meeting.

**6. NEXT REGULAR MEETING: 11:30 a.m., Tuesday, February 8, 2011, Board Room.**

The meeting adjourned at 10:55 a.m.

Respectfully submitted,

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D. Karnes, Chair

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G. Kruck

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J. Murray

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P. Bowslaugh (Alternate)