



# BRANDON SCHOOL DIVISION

## Facilities/Transportation Committee Minutes

Tuesday, June 21, 2016 – 11:30 a.m.  
Boardroom, Administration Office

Present: G. Buri (Chair), G. Kruck, M. Sefton.  
D. Labossiere, G. Malazdrewicz, M. Clark, R. Harkness.

Regrets: J. Murray.

Guests: Hope Switzer, Courtney Brister.

### 1. CALL TO ORDER.

The Facilities & Transportation Committee Meeting was called to order at 11:31 a.m.

### 2. APPROVAL OF AGENDA

Trustee Kruck noted he had two items to add to the agenda. (These items were later deferred to the next Facilities and Transportation Committee Meeting due to time constraints.)

The agenda was approved as amended.

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

The Minutes of the May 17, 2016 meeting were received as information.

### 4. COMMITTEE GOVERNANCE GOAL ITEMS

### 5. OTHER COMMITTEE GOVERNANCE MATTERS

#### A) **BNRC Proposal to Bus High School Students via Brandon Transit**

Ms. Hope Switzer, Energy Efficiency Coordinator, Brandon Neighbourhood Renewal Corporation, and Ms. Courtney Brister, Manager of Transit Services, City of Brandon, proposed a partnership with the Brandon School Division to use Brandon Transit buses instead of Brandon School Division school buses to transport High School students.

Trustees asked questions for clarification regarding logistics and the City's plan to handle approximately 1,400 riders in two, one hour windows, Monday to Friday. Ms. Brister responded that the City is first looking to see if there's interest from the Division, then they will look at logistics. She indicated that there are no plans in place at the moment. Trustee Sefton asked how many people can sit on a City bus. The response was 40 plus standing room, but that this number would include the public as well.

Mr. Kruck noted concerns with the buses all going downtown and the time it takes to travel from point A to point B. Ms. Brister responded that Brandon transit is doing a route review and there will be major changes in the next while, but that the buses will still likely be centered downtown.

Ms. Switzer suggested that both the City buses and the Division buses run in a 1 year pilot project to see who would take the city bus. This would allow Brandon Transit to see where ridership would be.

Mr. Denis Labossiere, Secretary-Treasurer, provided information on the number of high school students currently bused by BSD:

<b>Bused Students</b>			
	Urban	Rural	<b>Total</b>
Crocus Plains	672	94	766
Neelin	353	68	421
Vincent Massey	362	56	418
Off-Campus/Upper Deck	3	3	6
<b>Total</b>	1,390	221	1,611

Mr. Labossiere asked questions for clarification regarding who is funding the current Assiniboine Community College and Brandon University bus passes. Trustee Buri added that BSD students aren't the same age as BU and ACC students and wondered if some parents would have concerns with using City buses.

Trustee Sefton asked questions regarding the commitment on the part of the City to purchase buses for the increase in ridership and how many empty seats are on the buses from 8:00 a.m. to 9:00 a.m. Ms. Brister could not provide this information. Trustee Kruck asked if that information can be gathered and provided and Ms. Brister responded that she will look into it.

Mr. Harkness asked if the City is expanding or updating its fleet. Ms. Brister responded that Brandon Transit is updating their fleet.

Discussion took place regarding the cost of the bus passes and the administration costs involved with the purchasing of the passes. Ms. Switzer noted that BNRC could take on the administrative duties for \$6,000 per year on top of the student price for bus passes.

Trustee Sefton asked what the big benefit is to kids in riding the city bus? Ms. Switzer responded the big benefit is flexibility to get to school, work, a friend's house, etc. It would also reduce the carbon footprint and can be used in summer time.

Ms. Brister noted that at this time Brandon Transit is open to options and is gathering information. Ms. Brister will provide the information requested by the Committee and possibly attend another Committee meeting in the future.

## **B) Ameresco**

Mr. Mel Clark, Director of Facilities and Transportation, spoke to this item and noted that this year's Ameresco report shows \$37.6M in deferred costs required in the next five years, which is an increase of \$1M from the last report. He reviewed the document and pointed out the items that are listed as high priority, which consist of \$2.5M of the total.

Trustees asked questions for clarification.

(Trustee Sefton exited at 12:32 p.m. and returned at 12:36 p.m.)

## **C) 2015-2016 Facilities Report**

Mr. Mel Clark, Director of Facilities and Transportation, spoke to this item and reviewed the schools and their current capacities. Mr. Clark spoke to the Summary Analysis document and noted that over the next 10 years, the projected enrollment of the Division will increase by over 1,500 students.

Trustees asked questions for clarification regarding school capacities. Mr. Greg Malazdrewicz, Assistant Superintendent, indicated that some art and resource rooms, along with staff rooms, have been given up to accommodate classrooms.

(Trustee Kruck exited at 12:59 p.m. and returned at 1:00 p.m.)

Trustees asked questions for clarification regarding school of choice applications received for Waverly Park School from those in the Riverheights School catchment.

#### **D) Sub-Committee Reports**

##### Workplace Safety and Health Committee Meeting – May 10, 2016

This item was deferred to the next Facilities and Transportation Committee meeting.

#### **6. OPERATIONS INFORMATION**

##### **1. ACC – Facility Condition Assessment**

Mr. Labossiere reviewed the letter from Stantec Architecture Ltd. requesting additional funds in regards to the ACC Facility Condition Assessment. The Committee agreed that the letter be forwarded to ACC for their review.

2. Letter from PSFB – Green Acres School – Gymnasium Addition – provided for information
3. Letter from PSFB – Crocus Plains – Kitchen Ventilation Upgrade – provided for information
4. Letter from PSFB – Crocus Plains – Roof Replacement Area A6 – provided for information
5. Letter from PSFB – New Project Leader – provided for information
6. Facilities Project Update - Deferred to the next Facilities and Transportation Committee Meeting

#### **7. NEXT REGULAR MEETING: TBD, Boardroom**

The meeting adjourned at 1:11 p.m.

Respectfully submitted,

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G. Buri, Chair

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G. Kruck

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J. Murray

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P. Bartlette (Alternate)