Facilities/Transportation Committee Minutes

Wednesday, April 11, 2012 – 1:00 p.m.
Board Room, Administration Office

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

1. CALL TO ORDER:

D. Karnes, Chairperson, called the meeting to order at 1:05 p.m.

2. APPROVAL OF AGENDA

The agenda was approved. The Chairperson noted there would be some additional items brought forward should time permit.

3. COMMITTEE GOVERNANCE GOAL ITEMS

NIL

4. OTHER COMMITTEE GOVERNANCE MATTERS

A) Society for Manitobans with Disabilities

The Committee reviewed the request of the Society for Manitobans with Disabilities to use a wheelchair bus for their camp which runs during the summer of 2012. The Committee agreed to recommend approval of the request subject to approval by the Supervisor of Transportation and the Manitoba Motor Transport Board.

Recommendation:
That a wheelchair school bus be provided to the Society for Manitobans with Disabilities 2012 Summer Day Camp for the weeks of July 9th, 2012 to August, 31st, 2012, at the current rates subject to approval by the Supervisor of Transportation and the Manitoba Motor Transport Board.

B) Population Growth and Facility Sustainability Report

The Population Growth and Facility Sustainability Report had been referred to the Committee for an in-depth review, by the Board of Trustees at their regular meeting held April 9, 2012. Trustees expressed their opinions and concerns regarding the report. The Secretary-Treasurer noted the report was based on two assumptions: 1) the Government's mandated K-3 class size would be a "hard cap" at 20; and 2) the growth was proportional through the system. The Secretary-Treasurer recommended that given the continued growth and space issue at École New Era School, it should be considered the Division's first priority.

Discussions were held regarding what the Committee would do with the information provided and how any change would be implemented. It was noted that workable solutions or alternatives were required which would then be presented to the public as per Policy and Procedures 1021 – "Consultation". It was agreed certain caveats or statements of belief would need to be

established before beginning the consultation process. The Committee discussed how they would proceed and established timelines. It was agreed:

- the Secretary-Treasurer and Superintendent, together with the Director of Facilities and Transportation, would set-up a consultation outline, as per Policy and Procedures 1021.
- the Committee would hold an extended meeting on May 9, 2012 to begin the process.
- the full Board would meet on the evening of Friday, August 24 and all day Saturday, August 25, 2012 on this topic.
- Public Consultations would be held on September 17, 19 and 26, 2012, in the evenings.
- A final plan would be in place by December 1, 2012, in order to allow for inclusion of any budget items which may arise from the decisions made.

C) 5 Year Capital Plan

The Director of Facilities and Transportation noted the Division has not yet received the 5 Year Capital Plan package from the Government. Once the package has been received it will be forwarded to the schools. Should the package arrive in time for distribution, the 5 Year Capital Plan will be presented to the Facilities and Transportation Committee at their regular meeting to be held June 13th for presentation to the Board of Trustees on June 25th. If the packages do not arrive in time it was agreed a special committee meeting would be arranged to review the 5 Year Capital Plan prior to the Board's meeting in July.

D) Review of Catchment Areas

It was agreed that the review of Catchment Areas would be postponed until after the public consultations in September. The Secretary-Treasurer was directed to contact the parent who had inquired about when the Committee's review of catchment areas would begin, following the Board meeting on April 23, 2012. It was noted the Division webpage would state there would be no catchment area changes made for the 2012-2013 school year.

E) Bus Route Review

As this would be part of the sustainability discussions it was agreed to postpone until October or November in time for budget.

F) Administration Office Growth

The Secretary-Treasurer noted that seven new positions approved in the 2012-2013 budget required office space in the Administration Office, therefore Senior Administration was undergoing a review of space in the building. He noted some curriculum staffing positions may be moved out to schools to free up office space. He confirmed Senior Administration is currently working on various phases however, the first phase would not require any financial expense or renovation. The Committee requested they be kept apprised of developments.

5. <u>OPERATIONS INFORMATION</u>

- The Director of Facilities and Transportation provided verbal updates on the following:
  - Portable Classrooms at École New Era School;
  - Neelin Heating System Replacement;
  - Crocus Plains Welding Shop Ventilation Replacement;
  - Valleyview School Heating System Replacement;
  - Crocus and Neelin Science Labs; and
  - Meadows School Elevator.

- The Supervisor of Transportation noted he was working with the Director of MIST regarding the flow of communications and procedures with schools and transportation.

6. <u>NEXT REGULAR MEETING: 1:00 p.m., Wednesday, April 11, 2012.</u>

The meeting adjourned at 3:00 p.m.

Respectfully submitted,

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