

# INTERLAKE SCHOOL DIVISION

MINUTES OF THE MAINTENANCE/WORKPLACE SAFETY AND HEALTH COMMITTEE MEETING OF THE BOARD OF TRUSTEES OF THE INTERLAKE SCHOOL DIVISION ON MONDAY, APRIL 30<sup>TH</sup>, 2018, IN THE BOARDROOM, 192-2<sup>ND</sup> AVENUE NORTH, (PTH#67), STONEWALL, MANITOBA.

## **COMMITTEE MEMBERS PRESENT:**

DARCI LOEHMER (CHAIRPERSON), SALLY COOK, SHARON BAKER, CINDY BRAD.

## **ADMINISTRATION PRESENT:**

ANTHONY CORNWELL, MAINTENANCE SUPERVISOR  
MARGARET WARD, SUPERINTENDENT  
AL LEIMAN, SECRETARY-TREASURER

THE MEETING WAS CALLED TO ORDER AT 7:25 P.M.

## **AGENDA ITEMS**

### **1. STAFFING UPDATE:**

THE COMMITTEE WAS INFORMED THAT WITH THE RECENT RETIREMENT OF THE NON-TICKETED CARPENTER THAT THE INTERLAKE SCHOOL DIVISION WILL BE ADVERTISING TO FILL A FULL-TIME CARPENTER POSITION.

### **2. GREEN TEAM:**

THE COMMITTEE WAS INFORMED THAT THE DIVISION WILL BE HIRING 7 GREEN TEAM MEMBERS FOR THE SUMMER. THE GREEN TEAM WILL BE CUTTING GRASS, ASSISTING IN CLEANING THE BUSES AND HELPING THE TECHNOLOGY DEPARTMENT. THE DIVISION HAS MADE AN APPLICATION TO SECURE 2 GRANTS TO HELP OFFSET THE COSTS OF THE GREEN TEAM STUDENTS. THEY WILL BE HIRED ON A STAGGERED BASIS WITH ALL 7 STUDENTS TO BE IN PLACE BY JULY 2018.

### **3. MAINTENANCE BUDGET 2018:**

THE COMMITTEE WAS INFORMED THAT THE MAINTENANCE BUDGET IS ON TRACK AND CONTINUES TO BE MONITORED TO ENSURE THAT ALL MONIES ARE SPENT.

THE COMMITTEE WAS INFORMED THAT THERE ARE FUNDS REMAINING IN THE CAPITAL "D" BUDGET AND PROJECTS ARE BEING COORDINATED TO ENSURE THAT THIS BUDGET IS EXPENDED PRIOR TO JUNE 30, 2018.

THE COMMITTEE WAS INFORMED THAT THE DIVISION IS CURRENTLY MONITORING THE MANITOBA HYDRO REBATE MONIES AVAILABLE FOR THE REPLACEMENT OF LED LIGHTS. ONCE THESE LIGHTS ARE REPLACED THE GRANT IS APPLIED FOR TO ENSURE THAT WE DO NOT LOSE ANY OF THESE REBATES.

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**4. PUBLIC SCHOOLS FINANCE BOARD PROJECTS:**

THE COMMITTEE WAS INFORMED OF THE ONGOING PROJECTS SUPPORTED BY THE PUBLIC SCHOOLS FINANCE BOARD:

- ROOFING AT STONEWALL COLLEGIATE INSTITUTE.
- HEATING SYSTEM AT TEULON ELEMENTARY SCHOOL.

THE COMMITTEE WAS INFORMED OF THE FOLLOWING PROJECTS THAT ARE CURRENTLY IN THE TENDER PHASE AT THE PUBLIC SCHOOLS FINANCE BOARD:

- FOUNDATION REPAIR AT TEULON ELEMENTARY SCHOOL.
- PARTIAL ROOF REPLACEMENT AT ÉCOLE R.W. BOBBY BEND SCHOOL.

THE COMMITTEE WAS ALSO INFORMED THAT THE DIVISION IS CURRENTLY ASKING THE PUBLIC SCHOOLS FINANCE BOARD TO ANALYZE THE STRUCTURE OF ÉCOLE STONEWALL CENTENNIAL SCHOOL AND STONEWALL COLLEGIATE INSTITUTE.

**5. UPCOMING PROJECTS FOR THE INTERLAKE SCHOOL DIVISION:**

THE COMMITTEE WAS INFORMED OF THE FOLLOWING PROJECTS THAT HAVE BEEN PLANNED THROUGHOUT THE DIVISION:

- BALMORAL SCHOOL:  
PAINT THE OUTSIDE OF THE SCHOOL, A NEW SECURITY CAMERA SYSTEM FOR THE FRONT DOOR, ALONG WITH A NEW CLOSED CIRCUIT CAMERA FOR THE PLAYGROUND AREA.
- BRANT-ARGYLE SCHOOL:  
NEW WASHROOMS IN THE BASEMENT OF THE SCHOOL.
- GROSSE ISLE SCHOOL:  
A NEW STORAGE SHED WILL BE PURCHASED AND MOVED ONTO THE SCHOOL GROUNDS.
- ROSSER SCHOOL:  
THERE WILL BE AN UPGRADE TO THE OUTDOOR CLASSROOM, ALONG WITH NEW FLOORING IN THE WASHROOM AND REPLACEMENT OF SOME BLINDS IN THE SCHOOL.
- ÉCOLE STONEWALL CENTENNIAL SCHOOL:  
NEW LOCKERS, REPAIRS TO THE PLAYGROUND STRUCTURE AND REPLACEMENT OF THE FIRE ALARM PANEL.
- STONEWALL COLLEGIATE INSTITUTE:  
THE DIVISION IS CONSIDERING REPLACING THE DUST COLLECTOR AND A FEW WINDOWS IN THE COURT YARD/SQUARE AREA.
- STONY MOUNTAIN SCHOOL:  
INSTALLATION OF A FULL CAMERA SYSTEM, STORAGE UPGRADES, NEW CARPETING IN THE KINDERGARTEN ROOM.
- TEULON ELEMENTARY SCHOOL:  
BOILER AND FOUNDATION REPAIRS AS WELL AS NEW BLINDS ARE BEING INSTALLED IN SOME AREAS OF THE SCHOOL.
- TEULON COLLEGIATE INSTITUTE:  
THERE WILL BE AN UPGRADE TO THE LIGHTING SYSTEM IN THE HALLWAY, SHOWER ROOM UPGRADES AND NEW WINDOW FOR SECURITY REASONS IN THE SCHOOL ADMINISTRATIVE ASSISTANT'S OFFICE.

**5. UPCOMING PROJECTS FOR THE INTERLAKE SCHOOL DIVISION**  
**CONTINUED:**

- **WARREN ELEMENTARY SCHOOL:**  
AN UPGRADE TO THE NEW GARDEN AREA ALONG WITH CONSTRUCTION OF A NEW PLAYGROUND STRUCTURE BEING INSTALLED BY THE PARENT ADVISORY COUNCIL.
- **WARREN COLLEGIATE INSTITUTE:**  
THE RUNNING TRACK WILL BE RE-VITALIZED ALONG WITH STORAGE TO ACCOMMODATE THE BIKE PROGRAM IN THE SCHOOL.
- **WOODLANDS SCHOOL:**  
IMPROVEMENT TO SCHOOL DRAINAGE TO THE ECO SYSTEM AREA ALONG WITH FENCING FOR THE BEE HABITAT.
- **ÉCOLE R.W. BOBBY BEND SCHOOL:**  
REPLACEMENT OF FLOORING IN 2 CLASSROOMS ALONG WITH FRONT DOOR SECURITY CAMERA AND A FEW BLINDS IN THE SCHOOL.

**6. TRADESMEN UPDATE:**

THE COMMITTEE WAS PROVIDED WITH A LISTING OF THE TRADESMEN AND THE WORK THAT THEY ARE CURRENTLY PERFORMING ON AN ONGOING BASIS AROUND THE SCHOOLS IN THE INTERLAKE SCHOOL DIVISION.

**7. CUSTODIAL IN-SERVICE:**

THE COMMITTEE WAS INFORMED THAT ON APRIL 23<sup>RD</sup>, 2018 MOST CUSTODIANS ATTENDED THE IN-SERVICE AND DISCUSSED SUMMER PROJECTS. THE COMMITTEE WAS INFORMED THAT ANOTHER IN-SERVICE WILL BE HELD IN THE FALL OF 2018.

**8. GOLD LEED STATUS:**

THE COMMITTEE WAS INFORMED THAT THE DIVISION HAS BEEN NOTIFIED THAT THE NEW WOODLANDS SCHOOL HAS QUALIFIED FOR LEED GOLD STATUS FOR THE NEW K-8 SCHOOL. THE DIVISION RECEIVED 62 POINTS TOWARDS THE GOLD LEED STATUS.

**9. NEW BENCHES:**

THE COMMITTEE WAS INFORMED THAT EVERY SCHOOL IN THE INTERLAKE SCHOOL DIVISION WILL BE RECEIVING A NEW BENCH THAT HAS BEEN DONATED BY THE DELAROQUE FAMILY. MRS. TONI DELAROQUE DID A FUNDRAISING CAMPAIGN IN MEMORY OF HER DAUGHTER, DANICA, WHO PASSED AWAY IN JULY OF 2016. THE RAINBOW BUDDY BENCHES WILL BE DELIVERED AND INSTALLED IN JUNE/JULY 2018.

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**10. OUTDOOR STORAGE:**

THE COMMITTEE WAS INFORMED THAT BRANT-ARGYLE SCHOOL IS IN THE PROCESS OF GETTING PLANS DRAWN UP FOR A NEW OUTDOOR STAGE/AMPHITHEATER. THEY ARE CURRENTLY IN THE DRAWING STAGES AND EXPLORING GRANT OPPORTUNITIES.

**11. OLD WOODLANDS SCHOOL:**

THE COMMITTEE WAS INFORMED THAT THE WOODLANDS FIRE DEPARTMENT WILL BE USING THE OLD WOODLANDS SCHOOL TO CONDUCT EXERCISES FOR FIREFIGHTERS TO DEVELOP THEIR FIRE FIGHTING SKILLS TO AS RELATED TO LARGER BUILDING FIRES.

**12. WARREN ELEMENTARY PLAY STRUCTURE:**

THE COMMITTEE WAS INFORMED THAT WARREN ELEMENTARY PARENT ADVISORY COUNCIL (PAC) WILL BE INSTALLING A NEW PLAY STRUCTURE THIS SUMMER AND THE GREEN TEAM WILL BE ASSISTING THEM WITH THIS PROJECT.

**13. DUST COLLECTOR AT STONEWALL COLLEGIATE INSTITUTE:**

THE COMMITTEE WAS INFORMED THAT THE DIVISION WOULD LIKE TO REPLACE THE CURRENT DUST COLLECTOR WHICH IS LOCATED IN THE INSIDE OF THE SCHOOL. THE COMMITTEE WAS INFORMED THAT THE PLANS ARE TO INSTALL A NEW DUST COLLECTOR ON THE EXTERIOR OF THE BUILDING AS THIS A SAFETY AND FIRE CONCERN. IT WAS THE CONSENSUS OF THE COMMITTEE TO CONTACT THE PUBLIC SCHOOLS FINANCE BOARD TO REQUEST FUNDING FOR THE REPLACEMENT OF THIS DUST COLLECTOR. SUBSEQUENTLY, THIS PROJECT IS NOT SUPPORTED BY THE PUBLIC SCHOOLS FINANCE BOARD.

**14. FIRE ALARM SYSTEM IN ÉCOLE STONEWALL CENTENNIAL SCHOOL:**

THE COMMITTEE WAS INFORMED THAT A NEW FIRE ALARM SYSTEM WILL BE INSTALLED IN MAY AND JUNE 2018 TO REPLACE THE CURRENT PANEL TO BE COMPLIANT TO THE 2018 FIRE CODE.

**15. SUMMER ACCESS:**

INTERLAKE SCHOOL DIVISION STAFF WILL BE TOLD THAT THERE WILL BE NO ACCESS TO SCHOOLS BETWEEN JULY 11<sup>TH</sup> AND AUGUST 19<sup>TH</sup>, 2018 TO ACCOMMODATE PREPARATION OF THE SCHOOLS FOR SEPTEMBER. ALL PRINCIPALS AND CUSTODIANS WILL STILL CONTINUE TO HAVE KEYS AND ACCESS TO THE BUILDINGS ALONG WITH ANY USER GROUPS THAT HAVE PERMISSION TO USE THE BUILDINGS.

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**16. WORKPLACE SAFETY AND HEALTH:**

THE COMMITTEE WAS INFORMED THAT THE FOURTH INSPECTION FOR THE WORKPLACE SAFETY AND HEALTH COMMITTEE WILL BE TAKING PLACE IN THE NEXT COUPLE OF WEEKS AND THE NEXT COMMITTEE MEETING WILL BE HELD ON MAY 10<sup>TH</sup>, 2018.

MEETING ADJOURNED AT 8:55 P.M.

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COMMITTEE CHAIRPERSON

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SECRETARY-TREASURER