

INTERLAKE SCHOOL DIVISION

MINUTES OF THE MAINTENANCE COMMITTEE MEETING OF THE BOARD OF TRUSTEES OF THE INTERLAKE SCHOOL DIVISION HELD ON MONDAY APRIL 3, 2017 AT THE DIVISION OFFICE, 192 2ND AVENUE NORTH, STONEWALL, MANITOBA.

COMMITTEE MEMBERS PRESENT:

DAVID HARCUS (CHAIR), SALLY COOK, CINDY BRAD, DARCI LOEHMER

ADMINISTRATION PRESENT:

JARET THIESSEN-DIRECTOR OF OPERATIONS
ANTHONY CORNWELL-MAINTENANCE SUPERVISOR
CHRISTINE PENNER-SUPERINTENDENT
MARGARET WARD-ASSISTANT SUPERINTENDENT

THE MEETING WAS CALLED TO ORDER AT 6:43 P.M.

AGENDA ITEMS

• **COMPLETED PROJECTS**

- VARIOUS PAINTING PROJECTS
- DUCT CLEANING AT BOARD OFFICE AND ÉCOLE R.W. BOBBY BEND
- RECONNECTED DUCTWORK IN ONE AREA AT ÉCOLE R.W. BOBBY BEND
- CAMERAS AT WARREN COLLEGIATE
- REPLACED EMERGENCY LIGHTING IN ARGYLE AND BALMORAL
- REPAIRS TO PA SYSTEMS IN BALMORAL AND WARREN COLLEGIATE
- REPAIRS TO BACK UP BOILER AT WARREN ELEMENTARY
- STAFF WASHROOMS AT ÉCOLE R.W. BOBBY BEND
- HOT WATER TANK AT STONEWALL CENTENNIAL
- FLUSH VALVES AT WARREN COLLEGIATE AND STONEWALL COLLEGIATE
- PARKING LOT PLUGS AT ROSSER

• **ONGOING MAINTENANCE PROJECTS**

- EXPANDING OFFICE AREA AT R.W. BOBBY BEND TO HAVE ADMINISTRATOR, VICE PRINCIPAL AND BOTH SECRETARIES IN ONE AREA
- UPGRADING WATER FOUNTAINS/BOTTLE FILLING STATIONS (ARGYLE, WARREN ELEMENTARY, CENTENNIAL, STONY MOUNTAIN NEXT ON THE LIST)
- SECURITY CAMERAS AT TIP
- ROCK CLIMBING WALL AT TEULON ELEMENTARY NEEDS PAINTING AND INSPECTION WHEN HOLDS ARE INSTALLED
- COMPLETING ITEMS FROM FIRE DEPARTMENT INSPECTIONS FOR ARGYLE, BALMORAL AND ALL 3 STONEWALL SCHOOLS (IE: CARBON MONOXIDE DETECTORS)
- TRIAD INSPECTIONS OF ALL DETECTION SYSTEMS BEING COMPLETED
- AUTOMATED FAUCETS FOR TEULON COLLEGIATE, STONEWALL COLLEGIATE AND STONEWALL CENTENNIAL
- DIVISION OFFICE FLAG POLES, SOD, REPAIR FENCE TRENCH FROM BUILDING TO BACK OF PROPERTY
- CAMERA SYSTEM FOR TMT FACILITY
- ROOF INSPECTIONS AND RECOMMENDATIONS WERE COMPLETED BY MJ ROOFING
- HVAC REPAIRS AND MAINTENANCE CONTINUE TO USE NATIONAL, 32 DEGREES AND DAVE JOHANSON WITH SOME INITIAL DIAGNOSES FROM DALE CIUPAK

PAGE 2 OF 2 MAINTENANCE MINUTES APRIL 3, 2017

- **PUBLIC SCHOOLS FINANCE BOARD CAPITAL PROJECTS**
 - NEW ROOF FOR REST OF TEULON ELEMENTARY HAS BEEN BASICALLY COMPLETED. DEALT WITH WATER COMING INTO BUILDING 4 TIMES
 - NEW ROOF ACCESS HATCH BEING INSTALLED AT STONEWALL CENTENNIAL
 - OLD WOODLANDS SCHOOL DEMOLITION. PRAIRIE ARCHITECTS PUTTING OUT TENDER. COMPLETION DATE SET FOR AUGUST 1ST
 - 5 YEAR CAPITAL PLAN TO BE SENT IN BY APRIL 15TH

- **NEW PLANNED PROJECTS**
 - STILL LOOKING INTO SWITCHING TO LED LIGHTING IN REMAINING SCHOOLS. TWO SEPARATE AUDITS HAVE BEEN COMPLETED AND WE ARE WAITING FOR THE RESULTS
 - BLINDS IN TEULON ELEMENTARY, ECOLE R.W. BOBBY BEND AND GROSSE ISLE
 - HYDRO REBATE PLAN PAPERWORK SENT IN FOR REPLACING PARKING LOT PLUG INS
 - PROCESSED PAPERWORK FOR HYDRO REBATE ON REPLACING EMERGENCY LIGHTING IN ALL THE SCHOOLS
 - TEULON ELEMENTARY FOUNDATION REPAIRS AROUND HUTS
 - LIGHTING FOR WASH BAY

- **STAFFING**
 - PERMANENT CUSTODIAN POSITION IN ROSSER HAS BEEN FILLED
 - TEMPORARY CUSTODIANS IN STONEWALL COLLEGIATE AND BRANT ARGYLE WHILE WAITING CUSTODIAN IS OFF ON LEAVE
 - GREEN TEAM GRANT SUBMITTED REQUESTING 8

- **WOODLANDS SCHOOL**
 - MULTITAP TRANSFORMERS INSTALLED TO ADDRESS ISSUES WITH CIRCULATING PUMPS ERRORS DUE TO VOLTAGE
 - INFLOOR HEATING ISSUES HAVE BEEN ADDRESSED WITH NEW MIXING VALVE ACTUATORS
 - ISSUES WITH AIR HANDLING UNIT, WELL PUMP, BOILER WATER MAKE UP, TAPS, BLINDS, FLAGPOLE
 - DRAINAGE ISSUES AWAY FROM BUILDING

MEETING ADJOURNED AT 7:20 P.M.

COMMITTEE CHAIRPERSON

SECRETARY-TREASURER