



BOARD
MEMORANDUM

Date: December 8, 2021

To: Board of Trustees

From: Shawna Walter, Acting Superintendent

Originator(s): Building and Maintenance Committee Members:
Cindy Briggs, Trustee
Joe Dwyer, Trustee
Trish Murray-Elliott

Subject: Building and Maintenance Committee

Purpose:

For information.

Background:

The Building and Maintenance Committee reviews and makes recommendations to the Board on any matters pertaining to the maintenance of the Board's real property, as well as, reviews and makes a recommendation to the Board on the Division's Capital Plan and Modular requests. The Committee participates in final inspections of facilities constructed for the Board and recommends policies affecting buildings to the Board. The Committee participates in Division-managed projects, to open tenders and make recommendations to the Board regarding the awarding of contracts. In government-managed projects, the Committee participates in the review of tenders and development of recommendations regarding the awarding of construction contracts. The Committee reviews architectural plans for new building projects and for renovation projects prior to the presentation of such plans to the Board for approval.

Report Summary:

No Building and Maintenance Committee meetings have been scheduled to date.

The Committee is prepared to respond to questions at the December 8, 2021, Committee of the Whole meeting.

Sincerely,

Shawna Walter, M.Ed
Acting Superintendent

