



DATE: October 26, 2022
TO: Board of Trustees
FROM: Cindy Briggs, Committee Chair
GOVERNANCE POLICY: [Policy 230 – Board Committees](#)
ADDITIONAL REFERENCE: [Policy 225 – Board Responsibility and Conduct](#)
[Policy 405 – Budget Development and Transparency](#)
[Administrative Procedure 600 – Capital Plan Development](#)
[Administrative Procedure 605 – Site and Playground Development Procedures](#)
[Administrative Procedure 615 – School Facilities and Equipment Maintenance](#)
Board Procedures Regulation 82/2019
Education Act: Section 34, 51, 52(1)(b)

SUBJECT: Building and Maintenance Committee

PURPOSE:

For information.

BACKGROUND:

The Building and Maintenance Committee makes recommendations to the Board regarding the Board’s real property, as well as the Division’s Capital Plan and Modular requests. The Committee recommends and reviews policies related to buildings. The Committee also reviews tenders, Division managed major projects, and architectural designs for new buildings, and subsequently makes recommendations to the Board.

REPORT SUMMARY:

The Building and Maintenance Committee held a meeting on September 28, 2022. The following is a summary of that meeting:

- Selection of the 2022-2023 Building and Maintenance Committee Chair;
- Review of the 2021-2022 Building and Maintenance Committee Work Plan and Year End Report; and
- Discussed Draft JUPA – sent to Sturgeon County for review and feedback.

The Building and Maintenance Committee held a meeting on October 12, 2022. The following is a summary of that meeting:

- Discussed contractor agreements for 2022-2023 snow removal;
- HEPA Filter project status update;
- The Field House Project at SCHS - budget discussion and status;
- Camilla School fence to be completed by October 31, 2022;
- Discussed Draft JUPA – Sturgeon County. Joint facilities use to be reviewed and added to the JUPA. A Governance Committee Meeting is to be scheduled;



- Status update on Operations and Maintenance Summer Projects list;
- The Building and Maintenance 2022-2023 Work Plan is to be brought forward for approval at the Board Public Meeting; and
- Discussed Division Owned Vehicles. The Committee Chair requested a full review of Division vehicles and controls around processes.

The Committee Chair is prepared to respond to questions at the October 26, 2022, Public Board meeting.