



BRANDON SCHOOL DIVISION

FINANCE AND FACILITIES COMMITTEE MINUTES

Monday, August 24, 2026 – 6:00 p.m.

Boardroom, Administration Office

Trustees Present: D. Ross K. Carr
C. Ekenna K. Fallis
L. McConnell S. Mozdzen
J. Murray B. Sieklicki

Also Present: D. Labossiere, Secretary-Treasurer
J. Zilkey, Superintendent/CEO
M. Sawa, Assistant Superintendent – Curriculum and HR
J. McBeth, Executive Assistant

Regrets: L. Ross
S. Gilleshammer, Assistant Superintendent – Student Services

1. COMMITTEE ITEMS

A. CONFIRM PAYMENTS OF ACCOUNT (JUNE & JULY)

The payments of account for the months of June and July were provided for information and accepted as circulated.

B. CITY OF BRANDON & BSD JOINT USE AGREEMENT

The draft Joint Use Agreement with the City of Brandon and Brandon School Division was provided to the Committee. Mr. Labossiere reviewed the following proposed revisions to the Joint-Use Agreement:

- Section 5.29 (a): Removal of the word “free” to reflect the updated fee structure
- Section 5.5: Changing the City facilities hours accessible for Division use during weekdays from 9:00am – 4:00pm to 9:00am – 3:30pm
- Signatory update for City of Brandon

Mr. Labossiere also reviewed the updated fee structure for 2026-2027:

- All gymnasium rentals occurring Monday-Friday during designated hours will be charged as follows:
 - Facility Rental Fee: \$20.00
 - City of Brandon Administration Fee: \$5.00
 - Taxes: \$1.25
 - Total: \$26.25 per hour

- All gymnasium rentals occurring Saturday & Sunday during designated hours will be charged as follows:
 - Facility Rental Fee: \$87.00
 - City of Brandon Administration Fee: \$5.00
 - Taxes: \$4.60
 - Total: \$96.60 per hour

Mr. Zilkey indicated that the change in hours would impact one High School Hockey Team as they practice at the Sportsplex beyond 3:30pm. Through discussions regarding the impact on the hockey team, current school time tabling, scheduling and equity within the Division, the Committee directed Senior Administration to request a transition period from the City of Brandon for 2026-2027 and that the revised facility hours come into effect for the 2027-2028 school year.

2. OPERATIONS INFORMATION

A. CORRESPONDENCE:

- Mr. Labossiere spoke to the letters received from the Education Funding Branch regarding:
 - Betty Gibson School – Modular Classroom Request – Authorization to proceed with Construction RFP
 - Meadows School – Roof Replacement (for Roof Sections C and D) – Authorization to proceed with Construction RFP
- Mr. Labossiere spoke to the letters received from the Minister of Education and Early Childhood Learning regarding:
 - Funding letter confirming up to \$100,000 in 2026-2027 to support the playground project at King George School
 - Approval letter for the playground project at King George School

Mr. Labossiere answered Trustee questions for clarification.

B. FACILITY PROJECT UPDATES:

- Mr. Labossiere spoke to two (2) confidential Property Matters and answered Trustee questions.

Respectfully submitted,

B. Sieklicki