



# BRANDON SCHOOL DIVISION

## FINANCE AND FACILITIES COMMITTEE MINUTES

Monday, February 9, 2026 – 6:00 p.m.  
Boardroom, Administration Office

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

Also Present: D. Labossiere, Secretary-Treasurer  
M. Gustafson, Superintendent/CEO  
S. Gilleshammer, Assistant Superintendent – Student Services  
J. Zilkey, Assistant Superintendent – Curriculum and HR  
T. Despiegelaere, Director of Facilities and Transportation  
J. McBeth, Executive Assistant

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### 1. COMMITTEE ITEMS

- A. REQUEST FOR PROPOSAL – SUPPLY OF COMPUTER LAPTOPS  
Mr. Labossiere reviewed the memo and cost analysis regarding the supply of computer laptops. He noted that the tender was posted on the Brandon School Division website and MERX with two firms submitting proposals.

The Committee agreed to bring forth the following recommendation to the Regular Board Meeting on February 9, 2026:

#### Recommendation

That the Tender from Powerland in the amount of \$625,950.00 (plus applicable taxes) for the supply of 900 laptop computers funded from the 2025-2026 Operating Budget be accepted.

- B. 2026-2027 BUDGET  
A summary of the Senior Administration and Trustee/Board Budget Requests were provided to the Committee for discussion and were as follows:

#### Senior Administration Budget Requests:

- Maintenance Workers (2.00 FTE) - \$133,110
- Facility Maintenance and Adaptations - \$250,000
- Carpenter (1.00 FTE) - \$100,260
- School Safety – Controlled/Monitored Access – Home School Liaison (9.00) FTE - \$302,150
- Security as a Service - \$111,320

Trustee/Board Budget Requests:

- Add back teachers reduced in the 2025-2026 budget through the Pupil/Teacher ratio - (5 FTE) Grade 4-8, (10 FTE) Grades 9-12 - \$1,575,750
- Educational Assistants – Change model used for EA Ratio (18.37 FTE) - \$616,680
- Instructional Support - \$930,000

Mr. Labossiere indicated that the Budget Requests are not built into the preliminary budget and will be deliberated by the Board. Senior Administration answered Trustee questions for clarification.

C. **PROMISSORY NOTE**

Mr. Labossiere spoke to the Promissory Note received from the Province for Maryland Park School and New Era School.

The Committee agreed to bring the following recommendation as a late motion to the Regular Board Meeting Monday, February 23, 2026:

**Recommendation**

That the Promissory Note LTPS0851 for the purpose of borrowing the sum of Two Million Three Hundred Fifty Two Thousand Three Hundred Dollars (\$2,352,300) to meet partial costs of the following:

School:

Maryland Park School  
New Era School

Project:

Classroom Addition  
Roofing Replacement

be approved.

D. **CONFIRM PAYMENTS OF ACCOUNT (JANUARY)**

The payments of account for the month of January were provided for information and accepted as circulated.

**2. OPERATIONS INFORMATION**

A. **CORRESPONDENCE:**

- Mr. Labossiere spoke to the letter received from the Education Funding Branch regarding Maryland Park School – Classroom Addition – Additional Project Support.
- Mr. Labossiere spoke to the funding letter received from Honourable Tracy Schmidt, Minister of Education and Early Childhood Learning regarding the Community Schools funding for the 2025-2026 school year. He indicated the funds will be allocated as follows:
  - Betty Gibson School - \$80,000
  - Earl Oxford School - \$80,000

- George Fitton School - \$80,000
- Crocus Plains Regional Secondary School - \$80,000
- Mr. Labossiere reviewed the correspondence received from Mona Pandey, Deputy Minister, Education and Early Childhood Learning regarding the establishment of the School Space Planning Branch (SSPB).

B. FACILITY PROJECT UPDATES:

- Mr. Despiegelaere presented on the 2025-2026 Plumbing Projects. He indicated the presentation had been put together to give a short glimpse into some of the projects that have been completed over the last year within the plumbing trade. The projects show the depth to which the Division's tradesmen have to go to make repairs within the schools. He stated the projects don't always get noticed but they are essential to keep the Division's buildings functioning and prevent school closures when possible. Mr. Despiegelaere and Mr. Labossiere answered Trustee questions for clarification.

Respectfully submitted,

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B. Sieklicki