



BRANDON SCHOOL DIVISION

PERSONNEL AND POLICY COMMITTEE MINUTES

Monday, November 10, 2025 – 6:00 p.m.

Boardroom, Administration Office

Trustees Present: L. Ross D. Ross
K. Carr C. Ekenna (by phone)
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
J. McBeth, Executive Assistant

1. OPERATIONS INFORMATION

A. CAR ALLOWANCES

Mr. Labossiere spoke to the Committee and reviewed the car allowances presently provided to different staff groups. He indicated the monthly car allowance rates have not changed since October 1, 2011, whereas Division mileage rates are now adjusted as necessary every July 1st based on rates established by the National Joint Council.

Mr. Labossiere indicated the current system results in a variety of practices and reimbursement methods across employee groups. This lack of alignment can create inconsistencies in application, administrative complexity, and potential inequities in compensation for work-related travel.

He recommended that the Division adopt a standardized mileage reimbursement process for all employee groups effective January 1, 2026. Under this model, all staff would submit mileage claims based on actual travel distances incurred for work-related purposes, replacing existing car allowances and other variable arrangements.

The expected outcomes of the change would be consistency and fairness in travel reimbursement practices across all staff groups, simplified administrative processes and clearer accountability, and improved transparency and alignment with Division policy and financial management best practices.

Mr. Labossiere answered Trustee questions for clarification and the Committee agreed to bring forth the following recommendation to the Regular Board Meeting, November 24, 2025:

Recommendation:

That the Division adopt a standardized mileage reimbursement process for all employee groups effective January 1, 2026, using the Division mileage rates.

B. PERSONNEL MATTER

Mr. Labossiere reviewed information on a Personnel Matter.

2. OPERATIONS INFORMATION

A. CORRESPONDENCE:

- Mr. Labossiere reviewed the Letter received from Chris Huppe, Labour Relations Consultant, Manitoba School Boards Association, regarding the MUST Fund Committee decisions and answered Trustee questions.

Respectfully submitted,

L. McConnell