

Livingstone Range School Division #68 Minutes of the Board of Trustees

A Special Board Meeting of Livingstone Range School Division No. 68 was held on July 31, 2017 at 1610 hours at the Administrative Office, Claresholm, Alberta. Following are the minutes from the meeting.

Attendance: Trustees Lori Hodges, John McKee, Shannon Scherger, and Brad Toone. Trustees Clara Yagos, Kristy Stevens and Martha Ratcliffe joined via Google hangouts.

Dave Driscoll, Superintendent (via phone)
Jeff Perry, Associate Superintendent, Financial Services

A. Call to Order

Brad Toone, Chairman called the meeting to order at 1612 hours.

B. Emergent Additions to the Agenda

16-233

Trustee Hodges moved that the July 31, 2017 Agenda be approved by the Board of Trustees as presented.

Carried

C. Action Items

C.1 Administration Office – Selection of General Contractor

At the June 20, 2017 Board Meeting the Board approved the Governance Committee for the administration building to prepare and issue a tender for the project with the contingency that once the tenders are received the results will come before the Board of Trustees and the Town of Fort Macleod for approval to accept the proposed tender.

The tender closed on July 20, 2017 with all 5 pre-qualified vendors submitting a proposal. Submissions were reviewed and evaluated in accordance with tender requirements. Members of the governance committee provided a recommendation to approve the acceptance of the ELAN proposal based on the results of the evaluation. The Town of Fort Macleod met on July 24, 2017 and unanimously supported the approval of accepting the recommended vendor.

Jeff Perry, Associate Superintendent, Business Services shared with the Board a summary of the submissions received and the recommendation from the Governance Committee and in addition, a summary of the Project Budget.

16-234

Trustee Yagos moved that the Board of Trustees approve the selection of Elan Construction (low Bid) as the contractor of choice to undertake and complete the repurposing of the G.R. Davis School site into the new central administrative offices of the Livingstone Range School Division No. 68 in partnership with the Town of Fort Macleod at a project cost of \$5,075,924.28.

Carried

C.2 Authorization to Hold an Advance Vote

In preparation for the 2017 School Board Trustee Elections and in order to allow for advance votes the Board of Trustees, per section 73 of the Local Authorities Election Act, must pass a resolution as such. The Board enters into an agreement with Municipalities to run divisional elections where required. Many of those municipalities

run advance voting stations and this resolution will authorize the Returning Officer to facilitate advance voting stations if necessary.

16-235 Trustee McKee moved that the Board of Trustees authorize the Returning Officer to hold an advance vote where necessary in the 2017 Board of Trustee Elections.

Carried

D. Adjournment

16-236 Trustee Hodges moved to adjourn the meeting at 1652 hours.

Carried

Chairman

Secretary-Treasure