



BRANDON SCHOOL DIVISION

Finance and Facilities Committee Minutes

Monday, December 13, 2021 – 6:00 p.m.
Boardroom, Administration Office

Present: S. Bambridge C. Ekenna (by phone)
B. Foley K. Fallis
J. Gobeil D. Kejick
L. Letain J. Murray (by phone)
L. Ross

Also Present: D. Labossiere
M. Gustafson
S. Gilleshammer
J. Zilkey

Regrets:

1. COMMITTEE ITEMS

A. Ameresco Report

Mr. Denis Labossiere, Secretary-Treasurer, spoke to this item and noted that this year's Ameresco (facility) report shows \$60 million in deferred costs required in the next five years. He reviewed the report and the items listed as high priority in the next five years, which amount to \$9.1 million, of which \$1.8 million would be funded by Brandon School Division and \$7.3 million funded by Central Services. Mr. Labossiere indicated that several of the large capital projects such as roof and heating system replacements are on the Division's 5-Year Capital Plan submitted to Central Services and that some of the capital projects have begun and are either at design or tender stages.

The Secretary-Treasurer added that there are several items on the list for the Division Administration Office, which are fully funded by the Division. The Division is also currently awaiting a Building Feasibility Report for the Administration Office.

Trustees asked questions for clarification.

B. Request for Proposal – Auditing Services

The Secretary-Treasurer reviewed his Memo to the Committee and the results of the Auditing Services Tender.

The Committee agreed to the recommendation as presented.

Recommendation

That the Proposal from BDO Canada LLP for auditing services for the period of five (5) years commencing with the 2021-2022 audit in the amount of \$99,567 (plus applicable taxes) be accepted.

C. Confirm Payments of Account (November)

The payments of account for the month of November were provided for information.

The reports were accepted as circulated.

2. OPERATIONS INFORMATION

- The Secretary-Treasurer provided an update on the following:
 - i. J.R. Reid School – Steam Boiler System Replacement
 - ii. Brandon Schools Instrumental Music Association (BSIMA) Funding Allotment Request
 - iii. Letter received from Division Solicitor

Respectfully submitted,

K. Fallis