



**Secretary-Treasurer
Report Board Meeting
January 9, 2024**

Finance

- The Purchasing Manager and Secretary-Treasurer have made a number of in-person school visits to schools administrators, discussions were had on past, current and future budgets. As well as an update on the status of an online payment system.
- A review of software products for an online payment system option has been complete. A quote has been provided and will be used for consideration for the 24/25 budget.

Transportation

- Our bus drivers first day back from the holiday break is January 8th. Welcome back and hope you all had a restful time off.
- Our propane bus should be on the road in January, just waiting for a part to come in.

Maintenance.

- Ecole Edward Schreyer– near completion the general contractor has been unable to respond to the consultant for a completion date. A deficiency list will be reviewed before the project is finalized.
- Hazelridge School – Gymnasium Accessibility Lift –electrical panel work. The electrical panel is missing key components.
- Springfield Collegiate Building envelope, mechanical and roof replacement – Target date of Completion March 2024. Delivery of Chiller on back order as per supplier following up with the vendor to confirm delivery date. The school is experiencing heating issues related to the unit ventilators in classrooms. A & J Mechanical, Johson Controls and Trane (manufacturer of unit ventilators) working diligently on correcting issues. Commissioning of the unit ventilator is the issue and Trane technicians are onsite, regularly, to complete the commissioning. The mechanical system is large and for commercial grade purposes which will need time to balance out. All pipes were constructed on site to fit the size and shape of the building. The time it takes to balance a large system like this will take longer than a small office and cannot be compared to a residential home furnace.

- SCI's 2nd Science lab renewal – Bree-Dan Construction awarded project. Construction has started by stripping the room and framing the area. Estimated completion date May 2024.

ICT

- Catching up with the day-to-day requests of the department

Miscellaneous

- The former Reynolds School property did sell. The division was notified of the clause in the sale agreement. The division will be issued a cheque for \$50,000 less legal fees. The division has asked the province for clarification if the funds must be returned to the Province. The department for capital planned explained they are looking into the request to see if we can keep the funds. At the time of the report the division had not received the funds yet.
- Wonderful job to all school putting on holiday concerts in the December month

Jody Thiessen CPA, CGA
Secretary-Treasurer