

Jay Aspin, Chair

Craig Myles, Director of Education

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**Parry Sound Build Committee  
Ad Hoc Meeting**

Thursday, May 6, 2021

Head Office of the Near North District School Board  
963 Airport Road, North Bay, ON

Committee Members Present

Jay Aspin, Board Chair  
John Cochrane, Committee Chair  
Nichole King, Trustee

Staff Present

Craig Myles, Director of Education  
Gay Smylie, Superintendent of Education  
Marianne Speirs, Capital Projects Manager  
Krista Messenger, Executive Assistant

Absent

Rob Learn, Trustee

Guests

Paul Sapounzi and Ed Bourdeau, the Ventin Group

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**1.0 Call to Order**

Committee Chair Cochrane called the meeting to order at 9:00 AM. Attendance was called to confirm the meeting has quorum. The Committee welcomed Paul Sapounzi and Ed Bourdeau from the Ventin Group to the meeting today.

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**2.0 Presentation**

It is noted that the Committee invited the Ventin Group to the meeting to provide an update to the committee on the JK-12 Parry Sound school project. P. Sapounzi displayed a PowerPoint presentation and led the committee through a review of the project developments. Highlights are noted as:

- The current phase of the project is called schematic design. At this stage, everything is still in flux with the goal of working towards a firm plan on addressing the construction needs based upon current site factors and maintaining student experience throughout.
- As the Education Specialist, E. Bourdeau provided an overview of the timeline to walk backwards through the key milestones that have been identified.
- To meet the goal of opening the school in September 2023:
  - Move in will occur during the summer of 2023. This will be a significant move.
  - Construction will need to begin in March of 2022 to allow for a full 18 months to construct the building.
  - Ideal time to tender is early January 2022. This means finishing the drawings in December 2021, which requires ministry approval.
  - Ministry approval takes approximately three months; therefore, the submission will need to be made in September 2021.

- The project also requires site plan approval from the Town of Parry Sound. Initial meeting went well, as no flags were raised with the construction timeline presented.
- +VG intends to separate this project into two phases. The first phase will begin with an initial partial demolition during the summer to ensure the students will have a viable school to attend in September while construction begins on the new building.
- Question from Board Chair Aspin regarding +VG's experience with the Ministry on the project timeline
  - Response from P. Sapounzi to note, in his experience projects that are taking a long time to approve are those that are coming in above budget. Applying with confidence that we have done all we can with regards to costing and taking time to thoroughly prepare and meet all requirements will be key to seeking an expediated approval.
  - If project timelines cannot be met, evidence must be shown as to why and the intended solution with a cost estimate presented.
- Review of the satellite image of the property. Intent will be to begin demolishing on the north side of the current school (library area) while maintaining the cafeteria and shop areas.
- Acknowledgement of the site challenges (rock, changes in elevation, etc.) with confirmation that this will provide enough space to demolish and coordinate the build.
- Review of the project stages: demolition of the north side of the current building, outline of the intended new build in a prominent space on the property
  - Two wings will be developed- a childcare/elementary wing and a secondary wing.
  - Overview of the transportation plans- noting this will be tweaked as the project develops to ensure it is built to handle the intended traffic flow
  - Discussion with the Town regarding requirements to ensure a 360-space parking lot. Otherwise, an application would need to be made to the Town's Committee of Adjustment.
- Review of the school organization plans- the building will be two-story. Main elements of the school are present on the main floor (cafeteria, lobby, gym, administration offices). The rear wing will house the technology areas. Care was taken to place the special education wing in a meaningful place, so this remains this still needs to be decided.
- Question from Board Chair Aspin on the plans for the culinary design, given the outstanding nature of this program at PSHS.
  - Response from +VG to note it has been planned with ample space and in the same spirit of the current design so the equipment in the current space can be well placed and used in the new design. The new design located the program adjacent to a serving area to give the program a true professional restaurant feel.
- Review of the plans for the second story- noting it is a typical academic wing. There will be seven additional elementary classrooms on the second floor, together with private study areas. Care has been taken to overlay the science and technology wings to make best use of ventilation systems.
- The "L" shape allows the firm to build around the existing building, while placing the new build prominently on the site between the two main streets. It will look very intentional and organized once the old building is completely removed.

- Question from Board Chair Aspin to inquire further on the Town's request to take ownership over parts of the property, and whether this would affect the application process or design process.
  - E. Bourdeau reviewed the road allowances that move into the track area, and noted the Town made an initial request regarding these areas. They have advised it won't hold up the project, but they would like the board to consider this request.
  - M. Speirs noted the Town does maintain this property as their own (i.e., stop sign installments and line painting) but this space will be useful for the board in the future if an emergency access route needed to be constructed into the track areas.
  - Follow up question divesting the one on the right (smaller and located adjacent to the Community Living building) as it is further away from the school. Support expressed from Committee Chair Cochrane to consider offering this as a gesture. It is noted that this may allow the board opportunity to negotiate on the parking space allotment.
  - Director Myles noted this suggestion will be taking this back for further consideration to ensure we are fully aware of next steps/ impacts on this decision.
- Question from the Director regarding drainage access on the site.
  - E. Bourdeau reviewed the easement discussion has been tabled with the Town. They have advised there is a municipal sewer but has not provided the location drawing yet.
- Question from the Director on the property owned by a private resident around the lot.
  - Review of this location on the site drawing. M. Speirs noted this resident has been approached about interest in selling.
- Board Chair Aspin noted that it would be wise to get some clear answers to these few outstanding elements so a cohesive update can be presented to the Board, and Town Council.
- Request from Superintendent Smylie for the architects to review the "edu-pod" plans for the site.
  - P. Sapounzi reviewed the hex pod pilot project +VG has designed. +VG developed a system tender package they will share with school boards to create interlocking structures that maximize flexibility and reflect quality learning spaces. The cost is comparable to a pre-fab portable, but the structures can be built by any local tradespeople.
  - Question from Board Chair Aspin if the Ministry has mandated the use of these pods. Confirmation from Superintendent Smylie that funding has been allotted for six edu-pods (four for secondary and two for elementary)

Committee Chair Cochrane thanked P. Sapounzi and E. Bourdeau for their presentation to the Committee. Floor opened for further questions or comments.

- M. Speirs noted SBO Easton will be submitting the demolition application to the Ministry very shortly to ensure the ministry has time to review and provide approval for the summer work to begin.
- Superintendent Smylie offered a parting comment on how pleased she is with the speed of the project. NNDSB has been waiting for a long time to bring this school to the community, and we are happy to hit the ground running.

- Committee Chair Cochrane advised the Mayor and council have assured him they will prioritize approvals for this project to ensure there are no added delays.

### **3.0 New Business**

#### **3.1 Establishment of Committee Chair**

Committee Chair Cochrane noted the value in establishing a Committee Chair to observe good governance practices and following of the direction issued to all committees by Board Chair Aspin. As the current Committee Chair, Committee Chair Cochrane noted he would be pleased to continue in this role. Support expressed from Trustee King for this, given the strong leadership skills and value in consistency for the project. Further support for J. Cochrane's nomination expressed by Board Chair Aspin. Committee Chair Cochrane accepted the role and thanked trustees for their support.

#### **3.2 Terms of Reference Discussion**

Committee Chair Cochrane referred members to the draft Terms of Reference included in the agenda package. Superintendent Smylie provided an overview of the document and intended flow of information between the Committee, the sub-committees, and the Board of Trustees. The floor was opened for questions, with none rose.

Committee Chair Cochrane called a motion to recommend this document be approved by the Board of Trustees, moved by Board Chair Aspin and seconded by Trustee King. – *CARRIED*.

The floor was opened for final remarks:

- Director Myles noted he was pleased to hear about the prominence of the build and the intention to give the building a collegial feel that will support maintaining the board's presence in Parry Sound. The details to settle include- easement location, parcel of land from private resident, and the road divestment.
- M. Speirs noted she is working with principals to continue planning the school organization for September. This will be shared with the architect for their information, so we are well prepared for the summer demolition. Accommodations have been made for all staff that will be disrupted.
- Final comments from Chair Aspin to thank the presenters for their time and the update they provided. Director Myles thanked the committee members for their work on this project.

### **3.0 Adjournment**

There being no further business to discuss, on May 6, 2021 the Parry Sound Build Committee stands adjourned 10:02 AM.

Minutes: JC/km.