

Erika Lougheed, Chair

Craig Myles, Director of Education

Parry Sound Building Committee Meeting

Wednesday, December 20, 2023

Head Office of the Near North District School Board

963 Airport Road, North Bay, ON

Virtual Meeting over Zoom Videoconference

Committee Members Present

Howard Wesley, Committee Chair

Gay Smylie, Superintendent of Education

Jeanie Fuscaldo, Trustee

Shane Hall, Trustee

Seija Van Haesendonck, Superintendent of Business

Staff Present

Craig Myles, Director of Education

Marianne Speirs, Capital Projects
Manager

Invited Guest

Tim McCullough

Committee Regrets:

Ashley St. Pierre, Vice-Chair

Members of the Public Present

1.0 Call to Order

The meeting was called to order at 1:08 PM. Following the roll call, it is noted that the meeting has quorum. Introductory comments to note SBO Van Haesendonck will act as the presiding officer until the committee selects a chair.

2.0 Election of Chair

2.1 Call for nominations

The floor was opened for nominations for the role of the Parry Sound Building Committee Chair.

Trustee Hall nominated Trustee Wesley. The nomination was seconded by Trustee Fuscaldo. Trustee Wesley indicated his willingness to accept the role of committee chair.

A final call was issued for nominations with none rose.

*Moved by Trustee Hall and seconded by Trustee Fuscaldo that nominations for the role of Parry Sound Building Committee Chair be closed. – **CARRIED.***

Trustee Hall expressed his reasons for nominating and supporting Trustee Wesley in the role of committee chair. Trustee Wesley thanked the nominators for their support and noted he is looking forward to furthering the work of the Parry Sound Building Committee.

Moved by Trustee Hall and seconded by Trustee Fuscaldo that Trustee Wesley be acclaimed as the chair of NNDSB's Parry Sound Building Committee for a one-year term beginning immediately and ending at the close of the Board of Trustee's annual organizational meeting.

At this point, Trustee Wesley assumed the role of the meeting chair.

3.0 Declarations of Conflict of Interest

The floor was opened for declarations of conflict of interest, with none rose.

4.0 Review of Agenda

Committee Chair Wesley referred members to the agenda. The floor was opened for corrections or amendments with none rose.

Moved by Trustee Fuscaldo and seconded by Trustee Hall that the agenda for the meeting of December 20, 2023, be approved. – CARRIED

5.0 Review of Minutes

5.1 Review of Minutes- June 22, 2023

Committee Chair Wesley referred members to the meeting minutes contained in the agenda package.

Moved by SBO Van Haesendonck and seconded by Trustee Hall that the minutes of the June 22, 2023, meeting of the Parry Sound Building Committee be approved as presented. – CARRIED

5.2 Review of Minutes- October 27, 2023

Committee Chair Wesley referred members to the meeting minutes contained in the agenda package.

Moved by Trustee Fuscaldo and seconded by Trustee Hall that the minutes of the October 27, 2023, meeting of the Parry Sound Building Committee be approved as presented. – CARRIED

6.0 New Business

6.1 Review of the Terms of Reference

Committee Chair Wesley referred the committee to the attachment shared in the agenda package. The floor was open for comments or questions. Highlights noted as under Membership 2.1.a., to ensure we have adequate Trustee representatives on the committee it is recommended that Terms of Reference adjust the number of trustee representatives from three to no fewer than two and no more than four trustee representatives. Also highlighted in the Terms of Reference under 6. Meetings, a recommendation to change the meeting frequency from monthly to as required to make the best possible use of everyone's time.

Trustee Fuscaldo brought forward a number of questions, querying if there were four trustees plus the chair if it would be considered a board meeting. SBO Van Haesendonck clarified that this could be the case with the chair in the capacity of ex officio.

Trustees Hall and Committee Chair Wesley thanked Trustee Fuscaldo for bringing this forward to discuss. Further discussion ensued and it was agreed to amend Membership section 2.1.a to; No fewer than two and no more than three trustee representatives, with an alternate appointed at the pleasure of the Board of Trustees.

In reference to 6. Meetings, Trustee Fuscaldo noted that the committee meeting notice was posted on the website and wished for this timely posting to continue. Discussion held to ensure the preference of the committee is to have the committee meeting notice posted in advance of the meeting.

Trustee Fuscaldo asked how public correspondence sent to the Director's Office is received and the process for having that correspondence placed on the Committee's agenda. Trustee Fuscaldo indicated the preference to have any and all correspondence received from the public to be included in the agenda packages immediately following receipt in regard to the Parry Sound JK-12 build.

SBO Van Haesendonck clarified the process for receiving public communication and how it would be received and placed on the committee agenda. SBO Van Haesendonck further clarified that the communication protocol and other directive processes/policies would determine the suitability /relevance when placing items on upcoming committee agendas following receipt of public correspondence, and that this work would be done in conjunction with the Chair of the committee during the agenda-setting process.

*Moved by Trustee Hall and seconded by Trustee Fuscaldo That the Parry Sound Building Committee recommends the revised Terms of Reference be presented to the Board of Trustees for approval. – **CARRIED***

6.2 Project Status Update (verbal)

Marianne Speirs, Capital Projects Manager provided an update on the construction of the JK-12 school. Highlights include the following:

- The Parry Sound JK-12 construction project mobilized at the end of July, and the contractor completed their set up, and immediately began the blasting requirements for the east end of the property, started the underground plumbing layout and installation, and began the concrete pour of the grade beams and perimeter foundation work. The Town of Parry Sound Chief Building Official has approved all underground plumbing

inspections, provided approvals for the foundation layout and received any testing results as per permit requirements.

- Moving into the end of November, the structural steel arrived, and installation began with all vertical members being installed, and as of this week, the horizontal members which tie all steel members together has begun. The intention of the contractor is to be able to enclose a significant portion of the structure so that interior work can begin during the less predictable weather months of winter.
- The project schedule remains in line and is approximately 2 weeks ahead at this point.
- Finally, staff and students' safety is always a topic during site meetings and the contractor has graciously accommodated deliveries and program requirements of various areas within the construction zone.

Committee Chair Wesley thanked Marianne Speirs for the Update and called for questions with none rose.

7.0 In-Camera

Committee Chair Wesley noted that the committee would be moving into an in-camera session.

*Moved by Trustee Hall and seconded by SBO Van Haesendonck that the Parry Sound Building Committee move into private session. – **CARRIED***

8.0 Arise and Report

It is noted that the Parry Sound Build Committee arose and reported into public session.

Trustee Fuscaldo asked a question regarding the latest preliminary enrolment numbers and the capacity of the Parry Sound JK-12 Build. Concerns were expressed to ensure the board has adequate space for the students who will be attending the school.

SBO Van Haesendonck spoke to the average class sizes and enrolment capacity and how the On the Ground (OTG) Capacity of the school is not a direct indication of how many students can be accommodated in the school, as classes may contain more or fewer students than the official capacity of the classroom. SBO Van Haesendonck offered to bring more information regarding the OTG capacity including that of the Edupods to the next committee meeting. SBO Van Haesendonck also noted that the preliminary enrolment projections for each school vary in whether the enrolment projections are trending up, down or remaining status quo in the longer term. She also noted the preliminary projections would not affect the building itself as designed or approved by the ministry.

As we move forward closer to the opening of the school, we will determine needs and review enrolment closer to the date of opening in 2025.

Trustee Fuscaldo noted that the municipality has recently purchased land beside the school and wondered about the potential for partnership opportunities.

9.0 Next Meeting Date

It is noted that the Parry Sound Building Committee will meet next at the call of the Chair.

10.0 Adjournment

*Moved by Trustee Hall, and seconded by SBO Van Haesendonck, that there being no further business to discuss, on December 20, 2023, the Parry Sound Building Committee stands adjourned at 1:47 PM. – **CARRIED***

Minutes: HW/ SVH/ GS