

# Clayton Park-Fairview School

## School Steering Team (SST) Meeting

### Meeting Minutes #2: Park West School/Teams

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**Date: August 14, 2025 Time: 3:00-5:00 PM**

#### Attendees:

Name	Organization/Role
Tyler Bell	Project Executive, Capital and Operations, EECD
Alina Bozhko	Community Member
Krista LeBlanc	Consultant, English Program, Secondary Achievement, HRCE
Gareth Evans	Representative, HRM
Janet Lee	Community Member
Krista Ranahan	Director, Education Infrastructure, DPW
Karen Saweczko	SAC Chair, Park West School
Cory Schlievert	Project Director, Capital and Operations, EECD
Neil Wang	Student, Halifax West
Paula Fairbairn	Retired school administrator, HRCE
Omar Elsherif	Manager, Education Infrastructure, DPW
Tristan Richardson-Prager	Project Manager, DPW
Christina Munroe	Administrative Assistant, HRCE
Marie Fagan	Coordinator, Property Services (Custodial), HRCE
Geoff Olsson	Coordinator, Property Services (Maintenance), HRCE
Dr. Simone LeGendre	Community Member
Maureen O'Shaughnessy	Project Architect, CS&P
Chris McPhail	Community Member
Greg Winchester	Proposal Manager, RCS Construction
Victoria Veltaro	Design Architect, CS&P
Natalie Hamlin	Architect, Lydon Lynch
Andrew Carruthers	Executive Architect, Lydon Lynch

#### Regrets:

Shaza Khattab	Student, Halifax West
Dr. Natalie Ghosn	Community Member
Dinesh Pathak	Community Member
Andrea Lawson	Design Lead, DPW

Beth Ann Prime	Coordinator, Schools Plus, HRCE
Kavita Khanna	Director, Operations Services, HRCE
Brendan Nobes	Director of Major Projects, RCS Construction

### **#1: Intros/Welcome:**

- The meeting commenced at 3:05 PM with a roundtable of introductions

### **#2: Minutes from May 22, 2025 Meeting:**

- The minutes have been confirmed and will be posted on the Capital Projects page on the HRCE website

### **#3: Action Items from May 22 meeting:**

- The SST Terms of Reference were confirmed and will be posted on the Capital Projects page on the HRCE website
- SST Agreement: Everyone agreed to sign the letter of commitment that was distributed at the May 22 meeting. This will be collected by HRCE. Emailed digital copies are also accepted.

### **#4: Schematic design development process:**

- The initial consultation with EECD program consultants, HRCE consultants and DPW project staff to develop and review the schematic design of the new school within the project scope, budget and timeline is complete. The new school will serve as the junior high for this area, catering to students in grades 6-9, while Park West is planned to become the elementary school.
- The next phase of work is to develop the details of the design where the SST will be consulted on the interior and exterior design, landscaping, recreational features, and community art project.

### **#5: Schematic design presentation**

- Presentation by CS&P and Lydon Lynch Architects of the proposed building floor plan and school grounds layout

#### **#6: Plans for next stage of design development and site works**

- Milestones were reviewed and will be updated at each SST meeting.

#### **#7: Site Tour:**

- The site is off limits at this time. The site layout was reviewed in the presentation.

#### **#8: Next Meeting:**

- The next meeting is proposed for Thursday, September 11<sup>th</sup> from 3-5 PM

#### **Meeting adjourned at 4:32 PM**

#### **Presentation Discussion:**

- “Triple gymnasium” is 3 learning spaces that are spread over one full gymnasium with a dividing wall and one half gymnasium.
- There was clarification that the Mainland Trail will not be affected by the construction of the new school.
- Field development is still to be determined. The current field is more of a green space. There were inquiries about the possibility of developing the field into a full field/soccer pitch. HRM has not scheduled the field for maintenance and significant work would need to occur for it to be brought to a full field standard.
- Spectator viewing into the gym was discussed. Parents and coaches enjoy opportunities to view sports like community basketball. There is space in the gym for spectators and bleachers on one side of the larger gymnasium. Currently bleachers are not included but may be considered if there is community support and funding.
- The double swinging doors leading to the classroom wings lock, which would keep people out of the educational areas when the gym is being used for community purposes.
- In other schools, the wall panels separating the double gym can be difficult to operate. A retractable wall might be a better consideration.

This design concern is being discussed, with a double vinyl curtain being considered as an alternative option.

- There are 5 washrooms for each wing, which exceeds building code requirements. Universal washrooms will be constructed using concrete block, and not drywall. Within each washroom bank, there will be a mix of standard stalls and at least one accessible stall designed to meet barrier-free requirements. Each wing will include at least one universal washroom. All stalls will be fully enclosed for privacy. Sinks are currently planned to be located in an open alcove area visible from the corridor, with at least one barrier-free sink. . It was requested to add mirrors on the back of the stall doors for girls to adjust their hijabs. This request will be brought forward for further discussion and consideration.
- The windows in the breakout areas of the corridors are not floor to ceiling to allow cubbies and furniture to go underneath.
- The layout of the school can accommodate growth up to 1150 students, but is based on 950 students.
- The stage is off the cafeteria and not the gym. It is not counted as a learning/classroom space.
- Is there an opportunity for an exterior door on the cafeteria, which could be accessible by our vendors using the kitchen? Architects are meeting with their kitchen consultants and EECD's food program managers and will discuss this option.
- Can exterior seating be removable so it will not impede ground maintenance, such as snow removal? Yes, permanent fixed furniture in the cafeteria and courtyard will be removed from the design. Movable furniture can be incorporated with the FFE Team and would be procured as furniture located in the interior vestibule area.
- There are concerns about after school access and vandalism occurring in the courtyard. A fence with a gate will be installed around the courtyard so that the general public cannot access the area outside of school hours.
- The basketball court located in the bus loop will be gated off from traffic when not in use by buses.
- There are concerns with ongoing broken windows on the back side of Park West and that the same thing might happen at the new school.

Where the courtyard and backside of the school are very open, it is hoped this will mitigate the potential for vandalism.

- Substantial performance means the building is usable for its intended purpose, though minor work may remain.
- At the upcoming meetings, we will be looking for input to the school design, grounds/fields, opportunity for a community art project and the opportunity for community fundraising ideas for enhancements like bleachers and a scoreboard for the large gymnasium.
- If you have any questions or concerns, please bring those forward to HRCE and she will ensure they get passed on to the project group for consideration.