

# Timberlea School Steering Team (SST) Meeting

## Meeting Minutes MS Teams (Virtual)

---

**Date: April 8, 2026**

**Time: 3:30-5:30 PM**

---

### Attendance:

Name	Organization/Role
Tyler Bell	Project Executive, Capital and Operations, EECD
Amber Rainkie	Community Member
Marie Fagan	Coordinator, Property Services (Custodial), HRCE
Courtney Betts	Community Member
Krista Ranahan	Director, Education Infrastructure, DPW
Lesley Downs	Community Member
Kaitlyn McKearney	Community Member
Kavita Khanna	Director, Operations Services, HRCE
Charmaine Wilkie	Community Member
Christina Munroe	Administrative Assistant, HRCE
Geoff Olsson	Coordinator, Property Services (Maintenance), HRCE
Cory Schlievert	Project Director, Capital and Operations, EECD
Gareth Evans	Representative, HRM
Kyle MacKenzie	Community Member
Omar Elsherif	Manager, Education Infrastructure, DPW

### Regrets:

Erica Royal	Coordinator, Information Technology, HRCE
Paula Fairbairn	Retired Administrator, HRCE
Ian Angus	Community Member
Stacey Devoe	Community Member
Colin Carrigan	Design Lead, DPW
Katie Sherren	Community Member
Muree Ali	Project Manager, DPW
Stephanie Eisnor	Community Member
Kari Lynn Davidson	Community Member

---

## 1. Welcome, attendance and review of the March 11 meeting minutes

- Attendance was taken
  - The March 11 minutes were reviewed, there was no feedback received
  - **Status:** Approved as circulated, ready to post to the HRCE Website
- 

## 2. Project Update (DPW)

- Design Development: Complete
- Construction Documents: In progress
- Civil Tender Package: Near completion; review expected shortly
- Structural Package: Under review; tender anticipated within ~2 weeks

### Site Progress

- Tree removal complete
  - Fencing installation ~50–60% complete
  - Site access/logistics established
  - Stockpile removal delayed due to load restrictions
  - Blasting permit approved; work expected within ~2 months
  - Excavation and grading planned for **Fall 2026**
- 

## 3. Playground Discussion-Design & Fundraising Opportunities

### Key Points

- Base project includes two play structures
- Opportunity for enhanced playground via fundraising

### Considerations

- Fundraising requires leadership and time commitment
- Enhancements must comply with:
  - HRCE requirements
  - HRM standards (playgrounds are HRM assets)
- Grants may be available depending on eligibility

## Design & Cost Insights

- Major enhancement cost = rubber surfacing (vs. wood fiber)
- Wood fiber = standard, considered accessible (with maintenance)
- Rubber = more accessible but significantly more expensive and maintenance-intensive

## Next Steps

- Group to consider organizing fundraising for enhancing the playground. Decision on fundraising direction needed within 2 months if enhancements will be incorporated with this project.
- 

## 4. Project Concerns (Update)

Concerns received regarding:

- Fencing
- Radon mitigation
- Blasting & air quality
- Tree clearing & landscaping

## Response

- DPW preparing a comprehensive response, to be shared with HRCE and community by end of week
  - Radon mitigation strategies (passive/active systems) included in design
- 

## 5. Any other business

- **Communication Plan:** In development; to be shared at a future meeting
  - **Meeting Time:** No concerns raised; 3:30 PM confirmed as suitable
  - **Learning Centre 3D renderings** previously presented will be posted to the HRCE website.
-

## 6. Next Meeting

- **Date:** May 6, 2026
  - **Time:** 3:30 PM
-