

Clayton Park-Fairview School

School Steering Team (SST) Meeting

Meeting Minutes: Teams

Date: January 22, 2026 Time: 3:00-5:00 PM

Attendees:

Name	Organization/Role
Tyler Bell	Project Executive, Capital and Operations, EECD
Geoff Olsson	Coordinator, Property Services (Maintenance) HRCE
Karen Saweczko	SAC Chair, Park West School
Cory Schlievert	Project Director, Capital and Operations, EECD
Shaza Khattab	Student, Halifax West
Krista Ranahan	Director, Education Infrastructure, DPW
Paula Fairbairn	Retired school administrator, HRCE
Omar Elsherif	Manager, Education Infrastructure, DPW
Colin Carrigan	Design Lead, DPW
Tristan Richardson-Prager	Project Manager, DPW
Melanie Breen	Principal, Halifax Regional Arts, HRCE
Christina Munroe	Administrative Assistant, HRCE
Wendy McDonald	Community Member
Gareth Evans,	Representative, HRM (here)
Marie Fagan	Coordinator, Property Services (Custodial), HRCE
Dr. Simone Legendre	Community Member

Regrets:

Alina Bozhko	Community Member
Kavita Khanna	Director, Operations Services, HRCE
Janet Lee	Community Member
Neil Wang	Student, Halifax West
Krista LeBlanc	Consultant, English Program, Secondary Achievement, HRCE
Beth Ann Prime	Coordinator, Schools Plus
Chris McPhail	Community Member
Dinesh Pathak	Community Member

1. Welcome & Previous Minutes

- Meeting opened and attendance recorded.
- Previous minutes reviewed with no revisions requested.
- Minutes accepted; to be posted on the appropriate website.

2. Project & Construction Update

Early Works (Phase 1)

- Front-of-site grading and rock removal mostly complete.
- Remaining work includes installation of sanitary and storm lines and final grading.
- Underground servicing is scheduled to begin February 2026.

Trail Impact

- Trail work to occur last, following internal site work.
- Potential to replace pump station with realigned gravity drain
- Trail impacts expected late February–early March.
- Advance notice will be provided to relevant municipal, regional, and school contacts.

Phase 2 – Structural Package

- Includes structural steel, concrete foundations/slabs, underground mechanical/electrical, and remaining civil work.
- Pricing underway; aiming for construction start before April, 2026 (subject to approvals).
- Work expected to continue through most of 2026.

Design Progress

- 33% construction drawings are under review; consolidated comments to be sent to designers next week.
- Project remains on schedule.

Communications

- Monthly project updates are prepared and shared with education and community partners.
 - Reports will be publicly posted for broader access.
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3. Open Action Items

a) Arts Subcommittee

- Subcommittee lead currently unavailable.
- Additional volunteers still needed.
- If low interest persists, updates will continue periodically.

b) Colour Board (Interior & Exterior)

- Design team not ready to present; requested for next meeting.
- Package will include interior finishes, wayfinding concepts, and exterior materials.
- Direction: natural tones (greens, wood finishes) with durable, low-variation materials appropriate for a junior-high environment.

c) Landscaping, Trees & Trail Modifications

- Former rear trail removed; alternative access routes remain.
- Planned tree planting along residential property line (mix of hardwoods and conifers).
- Additional density and species options under review.
- Safety (sightlines) and drainage considerations noted.
- A continuous privacy fence to be installed along the boundary.
- Existing property encroachments being managed directly.
- Responsibility for remaining informal trails to be clarified between municipal and education authorities.

d) Communication Plan

- SST meets every 3–4 weeks.
- Minutes distributed in advance of next meeting.
- Project reports shared publicly.
- Members encouraged to bring forward community feedback.

4. Next Meeting

- Proposed dates: February 12 or 19.
- Availability of design consultants to be confirmed.
- Members asked to note any scheduling challenges with the current time slot.

- Highlighting design presentations may help increase attendance.
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Adjournment

- No further questions.
- Meeting adjourned at 3:40 PM.