



SPECIAL BOARD MEETING

Tuesday, June 27, 2023 | **3:00 PM**

Virtual:	In-Person:
Join zoom meeting Meeting ID: 891 9558 8753 Passcode: 064195 Dial in: 1 855 703 8985	North Bay Boardroom NNDSB Head Office 963 Airport Rd., North Bay, ON.

AGENDA

1. Call to Order

1.1. Land Acknowledgement

We would like to open this meeting by acknowledging the traditional territories of the Anishinaabe, on which all schools of the NNDSB are situated. The Board Office is specifically located on the traditional territory of the Nipissing First Nation. We value the cultures, histories and relationships with the Indigenous People of Turtle Island. We are grateful to be gathered here today.

2. Attendance

- 2.1. Confirmation of Quorum
- 2.2. Declaration of Conflict of Interest

3. Review of the Agenda

- 3.1 Special Board meeting process

4. New Business

4.1. Parry Sound Building Committee Report

- 4.1.1. *Meeting minutes- April 21, 2023 and June 14, 2023*
- 4.1.2. *Terms of Reference*
- 4.1.3. *Board Report*

5. Items for Decision

- 5.1. Report from Committee of the Whole- Private Session
- 5.2. Report from Committee of the Whole- Public Session

6. Adjournment

- 6.1 Motion: *That on June 27, 2023, we do now adjourn at _____ pm.*



P.O. Box 3110, 963 Airport Road
North Bay, ON P1B 8H1
705.472.8170, Fax: 705.472.9927

Erika Lougheed, Chair

Craig Myles, Director of Education

Parry Sound Building Committee Meeting

Friday, April 21, 2023

Virtual meeting over Zoom Videoconference

Committee Members Present

Howard Wesley, Committee Chair

Jeanie Fuscaldo, Trustee

Seija Van Haesendonck, Superintendent of Business

Gay Smylie, Superintendent of Education

Erika Lougheed, Board Chair (Ex-Officio)

Shane Hall, Trustee (arrived at 10:44AM following the initial roll call)

Staff Resources Present:

Craig Myles, Director of Education

Saxon Yanta, Acting Executive Assistant

Meeting Guests:

Bill Steer, Trustee

Additional Attendees:

Members of the public

1. Call to Order

The meeting was called to order at 10:31AM. Following the roll call, it was noted that the meeting has quorum.

Committee Chair Wesley reminded attendees that observers may not ask questions or make comments at committee meetings; they are observers only.

2. Declaration of Conflict of Interest

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

3. Approval of Agenda

Trustee Fuscaldo requested that the Community Feedback Report be added to the agenda. No objections noted. Agenda item 6.3 Community Feedback Report was added to the agenda.

Director Myles again offered to refer the matter for a legal opinion. Trustee Fuscaldo responded that if the recorded vote was noted in the minutes, she would leave the previous minutes as they were presented.

Moved by Superintendent Van Haesendonck, and seconded by Superintendent Smylie, that the minutes of the Parry Sound Building Committee meeting held on February 6, 2023 be approved. – CARRIED.

5. In-Camera

Moved by Superintendent Van Haesendonck, and seconded by Trustee Hall, that the Committee move into Private Session order to discuss items pertaining to The Education Act R.S.O. 1990, c. E.2 section 207(2.1). – CARRIED

The committee moved in-camera at 10:53am.
The committee returned from in-camera at 11:08am.

6. New Business

6.1. Review Terms 0 612 7986)821(28f)27e)6(f21e)6(14(m)6(h)6)8c5Tm0 g0 B60)6P86)us

Trustee Fuscaldo had several questions regarding the
Feedback Report. The first comment was regarding
“misinformation” in the preparatory work.

Trustee Fuscaldo requested clarification regarding the

would not be able to meet with MPP Graydon Smith individually. This request would have to go through the committee and be approved by the Board Chair.

Trustee Fuscaldo asked if she could make a motion to invite MPP Graydon Smith to attend the next Parry Sound Building Committee Meeting. Committee Chair Wesley responded that she could put forward a motion for consideration. No motion was put forward.

Director Myles provided a friendly reminder to the committee that Trustees do not represent only one community; rather, Trustees' roles are to represent the entire geography of the Board equally.

7. Next Meeting Date

TBD.

8. Adjournment

Moved by Superintendent Smylie, and seconded by Trustee Fuscaldo, that the Parry Sound Building Committee adjourn at 11:35AM.

Minutes: HW/SVH/sy.

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Erika Lougheed, Chair

Craig Myles, Director of Education

Parry Sound Building Committee Meeting

Wednesday, June 14, 2023

Virtual meeting over Zoom Videoconference

Committee Members Present

Howard Wesley, Committee Chair

Jeanie Fuscaldo, Trustee

Shane Hall, Trustee

Seija Van Haesendonck, Superintendent of Business

Gay Smylie, Superintendent of Education

Staff Resources Present:

Saxon Yanta, Acting Executive Assistant

Deb Bartlett, Communications Officer

Meeting Guests:

Bill Steer, Trustee

Regrets:

Erika Lougheed, Board Chair (Ex-Officio)

Additional Attendees:

Members of the public

1. ~~Call~~ Order

The meeting was called to order at 10:01AM. Following the roll call, it was noted that the meeting has quorum.

NEAR NORTH DISTRICT SCHOOL BOARD
Parry Sound JK-12 Building Committee
Terms of Reference

1. Purpose

The Parry Sound JK-12 Building Committee will monitor the project costs, spending and timely completion of construction.

2. Membership

2.1. The following shall be full members of the Parry Sound JK-12 Building Committee with all voting rights:

- a. Three trustee representatives
- b. The Superintendent of Business (or designate)
- c. The Superintendent of Education with the capital planning portfolio (or designate)

2.2. The Chair of the Board may attend in an ex-officio capacity, with full voting rights.

2.3. The Committee may invite other parties to attend in an information or resource capacity. Such parties shall not have voting rights.

3. Quorum

Quorum is the majority of appointed members in attendance.

4. Reporting and Accountability

4.1. The Parry Sound JK-12 Building Committee does not exercise any power over decision making within the Board.

4.2. The Parry Sound JK-12 Building Committee chair shall be responsible for ensuring the agendas and minutes are prepared in accordance with the Near North District School Board By-laws.

4.3. The recommendations of the Parry Sound JK-12 Building Committee will be

4.4. Minutes for the committee will be approved at the following committee meeting. Once approved they will be added to the next Board Agenda as an information item.

5. Responsibilities/Duties

5.1. The Parry Sound JK-12 Building Committee shall be responsible for:

- a. Receiving reports from staff regarding progress, budget management and design ideas;
- b. Recommend the award of tenders and general contracts relating to project expenditures and changes;
- c. Monitor and report to the Board on any changes in design or construction;
- d. Ensure compliance with reporting and other requirement of the Ministry of Education.

5.2. Upon approval of the Capital Projects Budget it is recommended that the following business practice be adhered to in regard to processing of change order for the project:

Up to \$30,000	Require approval from the Project Manager. All change orders will be reported on a regular basis.
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8. Approval

The Terms of Reference and recommendations of the Parry Sound JK-12 Building
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BOARD REPORT

Title:	Parry Sound Building Committee Recommendation to Award
Contact:	Parry Sound Building Committee
Date Submitted:	June 27, 2023
Mandate:	To recommend award to a contractor for the construction of a JK-12 school facility in Parry Sound, Ontario based on a Request for Proposal (RFP) procurement process, that follows the Broader Public Sector procurement guidelines.
Timeline	Process overview: Thursday, February 2, 2023: RFP posted to Bids and Tender Thursday, March 30, 2023: RFP Closing – Submission Deadline Thursday, June 22, 2023 – Parry Sound Build Committee meeting Recommendation to Award – June Board Meeting – June 27, 2023
Outcome	Board staff reviewed three submitted tenders, including tender bids, alternative pricing and technical components. +VG provided technical support in reviewing the tenders.

Recommendation