



7811 Granville Avenue, Richmond, BC V6Y 3E3

## **FACILITIES AND BUILDING COMMITTEE MEETING**

**MONDAY, JANUARY 21, 2019**

**5:00 p.m.**

**LOCATION: 4<sup>th</sup> Floor Meeting Room, School District Office**

### **PUBLIC AGENDA**

The Richmond Board of Education acknowledges and thanks the First Peoples of the həŋqəmiñəŋ (hun-ki-meen-um) language group on whose traditional and unceded territories we teach, learn and live.

- 1. APPROVAL OF AGENDA**
- 2. APPROVAL OF MINUTES**  
*Attachment - Minutes from the September 24, 2018 Facilities and Building Committee Meeting.*
- 3. CAPITAL PROJECTS UPDATE (Standing Item)**  
*Attachment – Executive Director of Planning & Development*
- 4. LONG RANGE FACILITIES PLAN (LRFP) UPDATE**  
*Attachment – Executive Director of Planning & Development*
- 5. NATURAL GAS UPDATE**  
*Verbal – Secretary Treasurer*
- 6. 2019 MEETING SCHEDULES & LOCATIONS**  
*Monday, February 25 – Meeting at the Works Yard, 5200 River Road, Richmond*  
*\*NOTE: Feb 25 – Junior Board Meeting (Kick off to Education Week)*  
*Tuesday, April 23, Trustee Boardroom, School Board Office*  
*Monday, May 27, Trustee Boardroom, School Board Office*  
*Monday, June 24, Trustee Boardroom, School Board Office*
- 7. ADJOURNMENT**

**School District No. 38 (Richmond)**  
**7811 Granville Avenue, Richmond, BC V6Y 3E3**

**FACILITIES AND BUILDING COMMITTEE MEETING MINUTES**

Minutes of a **PUBLIC** meeting of the Facilities and Building Committee held in the Library of Cook Elementary School, 8600 Cook Road, Richmond BC, on Monday September 24, 2018 at 5:00 p.m.

Present:

Debbie Tablotney, Committee Chairperson  
Donna Sargent, Trustee  
Alice Wong, Trustee  
Scott Robinson, Deputy Superintendent of Schools  
Roy Uyeno, Secretary Treasurer  
Frank Geyer, Executive Director Planning and Development  
Mike Beausoleil, Director, Maintenance, Operations and Transportation  
Umer Olcay, Manager, Facilities Planning\*  
Liz Baverstock, President, Richmond Teachers' Association  
Steve Wenglowski, President, Richmond Teachers' Association  
Jose Pelayo, President, RMAPS  
Rebeca Avendano, President, RMAPS\*  
Wanda Plante, Executive Assistant (Recorder)

Regrets: Eric Yung, Trustee  
Sandra Nixon, Trustee

\*present for a portion of the meeting

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The Chairperson called the meeting to order at 5:00 p.m.

**1. TOUR OF COOK ELEMENTARY**

The Manager, Facilities Planning was introduced and the Executive Director, Planning and Development gave attendees a tour of seismic upgrade work underway at Cook Elementary.

The Manager of Facilities Planning departed at 5:19 pm.

**2. APPROVAL OF AGENDA**

The agenda was amended and approved.  
Add Daycare Update as Item #6 and move everything down accordingly.

**3. APPROVAL OF MINUTES**

Minutes from the June 25, 2018 meeting were approved as circulated.

**4. CAPITAL PROJECT UPDATE (Standing Item)**

The Executive Director, Planning and Development spoke to his report as included with the agenda package and provided updates and projected target dates on various seismic upgrades and partial replacement projects. He advised of a structural re-assessment of 27 pre-1990 schools, based on Seismic Retrofit Guidelines Edition 3 which was completed

in August 2018. Based on current assumed soil classification, all now have high seismic risk and high-risk liquefaction. The Executive Director, Planning and Development advised that a response is expected shortly regarding the Richmond Project Team's request for the Ministry of Education to fund the geotechnical review of all 27 sites to confirm actual soil classification and thickness of non-liquefiable crust beneath foundations to determine the risk of liquefaction.

#### 2019/2020 Five-Year Capital Plan

A response is expected from the Ministry regarding funding support for 11 of the 27 high seismic risk schools. In addition, a Ministry response is also expected in the Spring of 2019, regarding approval of five expansion projects based on expected significant growth over the next 15 years in the City Centre and Hamilton area of Richmond.

Discussion ensued regarding current guidelines with soil testing, refined communication strategies and the disposal of a vacant (south McLennan) rental property.

Rebeca Avendano joined at 5:36 pm.

### 5. **LONG RANGE FACILITIES PLAN (LRFP) UPDATE**

The Executive Director, Planning and Development advised that work continues in support of the draft final LRFP and highlighted completed, current and future tasks. He also advised of a floor plan space survey (which was sent to principals to complete) as current classroom use information is outdated and critical in the short and long term planning of schools. Survey results are expected by the end of the October 2018.

The Executive Director, Planning and Development advised that current school district staff in collaboration with the City of Richmond staff are working to produce an updated version of various Richmond School locations and Catchment Area Maps and to incorporate school catchment areas online in the City of Richmond Interactive Map. One map will show elementary and secondary school locations and school catchment areas; and one map will show District Program locations. Both revised maps are expected to be available in late Fall 2018.

Discussion ensued regarding short and long-term enrollment projections, city centre growth, welcome centre, displaced daycares and stakeholder workshops.

### 6. **DAYCARE UPDATE**

The Director, Maintenance, Operations and Transportation provided an update of displaced and relocated daycares.

**ACTION: The Recording Secretary to forward the List of Relocation of Displaced Daycares to attendees.**

### 7. **LEAD IN WATER**

The Secretary Treasurer spoke to his report as included with the agenda package and provided background information to the 2017 Ministry of Education mandate. Given the limited resources the district has in its maintenance department, the mitigation strategy focuses on Priority 1 fixtures and where feasible/practical Priority 2 fixtures while on site. He advised that as of September 2018, Richmond now has 11 sites (20% in schools) remaining with at least some Priority 1 failures and 21 sites (39% of schools) with at least some Priority 2 failures. Water fixtures that do not meet acceptable lead levels fall under two categories: Priority 1 which include all drinking fixtures and Priority 2 which includes kitchen and classroom sinks which could be used for cooking and drinking. Mitigation strategies include repair and removal of failed fixtures, daily and weekly flushing and the implementation of "Do Not Drink" stickers at classroom sinks were reviewed. The

Secretary Treasurer reiterated that student and staff safety remains a district priority and the mitigation strategy implemented will continue together with retesting.

**8. NEXT MEETING – TENTATIVE MONDAY, OCTOBER 29, 2018**

**9. ADJOURNMENT**

The meeting adjourned at 6:02 pm.

Respectfully Submitted,



Debbie Tablotney, Chairperson  
Facilities and Building Committee

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**DATE:** 21 January 2019  
**FROM:** Frank Geyer, Executive Director, Planning & Development  
**SUBJECT:** Capital Projects Update

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- 1. Cook Elementary Seismic Upgrade & Partial Replacement Project (\$13.9 Million)**
  - Floor slab poured and wall framing underway for addition, seismic foundation upgrading work underway. Project is still on track for substantial completion in August 2020.
- 2. Boyd Secondary Seismic Upgrade & Partial Replacement Project (\$10.7 Million)**
  - Design complete, building permit applied for. Expect construction start in March 2019 with substantial completion targeted for August 2020.
- 3. Tait Elementary Seismic Upgrade (\$7.6 Million)**
  - Design 50% complete with completion targeted by the end of March 2019. Expect construction start in May 2019 with substantial completion targeted for August 2020.
- 4. Ferris Elementary Seismic Upgrade (\$8.5 Million)**
  - Design 40% complete with completion targeted by the end of May 2019. Temporary accommodations (four portables) ordered, targeting setting up of by May 2019. Expect construction start in July 2019 with substantial completion targeted for August 2020.
- 5. Steves Elementary Seismic Upgrade (CFPA Stage)**
  - Project Definition Report complete, approved by the Ministry. Awaiting Capital Project Funding Agreement. Approved option: Replacement of 1964 Administration Block and Seismic Upgrade of Remaining Building.
  - Targeting construction start in November 2019 and completion by August 2021.
- 6. Mitchell Elementary School Seismic Upgrade (CFPA Stage)**
  - Project Definition Report complete, approved by the Ministry. Awaiting Capital Project Funding Agreement. Approved option: Seismic Upgrade of 1975 and 1992 Blocks and Replacement of Pre-1975 Blocks.
  - Targeting construction start in November 2019 and completion by June 2021.
- 7. Tomsett Elementary School Seismic Upgrade (PDR Stage)**
  - Project Definition Report complete, submitted for Ministry approval December 2018. Recommended option: Seismic Upgrade and 20K/125E (6 classroom) Addition.
  - Targeting construction start in January 2020 and completion by September 2021.
- 8. Future Seismic Mitigation Projects**
  - Structural re-assessment of 27 pre-1990 schools, based on Seismic Retrofit Guidelines Edition 3, completed in August 2018. Based on the assumed soil classification, all now have high seismic risk and high risk of liquefaction. List of high seismic risk schools could be reduced if soil classification better than assumed.
  - “Inland school guidelines” pertaining to liquefiable soils received from EGBC/Ministry. Distance from shoreline and thickness of non-liquefiable “crust” beneath foundations define whether there is a risk of liquefaction.

- Geotechnical review of all 27 sites completed in December 2018 confirmed soil classification and thickness of non-liquefiable crust. Currently under review by staff and EGBC.

**9. 2019/2020 Five-Year Capital Plan**

- 11 of the 27 high seismic risk schools are contained in the 2019/2020 Capital Plan, submitted in June 2018 to the Ministry for support to proceed to Feasibility Stage:
  - James Whiteside Elementary
  - James McKinney Elementary
  - Maple Lane Elementary
  - William Bridge Elementary
  - Alfred B Dixon Elementary
  - 
  - John T Errington Elementary
  - Westwind Elementary
  - Walter Lee Elementary
  - James Thompson Elementary
  - James Gilmore Elementary
  - Quilchena Elementary

The Ministry response is expected by the end of February 2019.

- Five expansion projects also contained in the 2019/2020 Capital Plan, based on expected significant growth over the next 15 years in the City Centre Area and Hamilton Area of Richmond, as articulated in the “Draft Final” LRFP (expect response from Ministry in Spring 2019):
  - Brighthouse Elementary (0K/150E Addition)
  - Talmey Elementary (20K/75E Addition)
  - Dover Park Elementary (New 20K/275E School)
  - Hamilton Elementary (0K/100E Addition)
  - Cook Elementary (20K/100E Addition)
- In addition to the seismic mitigation and expansion projects, one Building Envelope Program project (Blair Elementary) and various School Enhancement Program, Carbon Neutral Capital Program and Playground Replacement Program projects have been submitted (expect response from Ministry in Spring 2019).

Respectfully submitted,

F.J. (Frank) Geyer, PEng, FMA  
Executive Director, Planning & Development

**DATE:** 21 January 2019  
**FROM:** Frank Geyer, Executive Director, Planning & Development  
**SUBJECT:** Long Range Facilities Plan Update

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Work continues on the new LRFP, which is a comprehensive plan that outlines how the school district will manage its facilities in order to deliver its educational programs in the most efficient, economic and effective manner possible.

Completed tasks:

- Draft Final Long Range Facilities Plan and LRFP Executive Summary delivered to and received by the Board 27 June 2018;
- Classroom Use Survey issuance, return and analysis;
- Reviewing and graphically updating school catchment boundaries to match current approved written descriptors;
- Reviewing and analyzing the Richmond School District Eligible School Site Proposal (ESSP) /School Site Acquisition Charge (SSAC) Process; and
- Reviewing and updating of short and long term enrolment projections with enhanced local knowledge based on City of Richmond housing growth estimates, correlated by school catchment demographic and geographic information.

Current tasks include:

- Updating the Draft Final LRFP to reflect new information, update data and graphics, review and update strategy recommendations and develop processes for implementation of strategies, and elaborate on key issues and themes in preparation for Board and stakeholder input;
- Continued work on City Centre area schools short and long term planning;
- Continued work on short and long term accommodation planning for all programs including Regular and District Programs, Learning Services and Continuing Education programs, Technology & Information Services, District Administration Building and Welcome Centre; and
- Preparation for upcoming Board workshops and planning for stakeholder and public consultation.

Future tasks include:

- Board workshop #6 (21 January 2019);
- Planning for public consultation open houses; and
- Refinement and presentation of Final Long Range Facilities Plan for Board approval in mid-2019.

Respectfully submitted,

F.J. (Frank) Geyer, PEng, FMA  
Executive Director, Planning & Development