

FACILITIES & BUILDING COMMITTEE
PUBLIC MEETING AGENDA

DATE: WEDNESDAY, OCTOBER 2, 2019

TIME: 4:30 PM

LOCATION: 1ST FLOOR BOARDROOM, SCHOOL BOARD OFFICE

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

- 1. ADOPT AGENDA**
- 2. APPROVE MINUTES**
Attachment: Minutes of meeting held September 4, 2019
- 3. WELCOME CENTRE UPDATE**
Attachment – Executive Director, Planning & Development
District Administrator/Central Registration & Welcome Centre
- 4. CAPITAL PROJECTS UPDATE [standing item]**
Attachment– Executive Director, Planning & Development
- 5. LONG RANGE FACILITIES PLAN UPDATE [standing item]**
Attachment – Executive Director, Planning & Development
- 6. MINUTES FOR INFORMATION**
(a) CHILD CARE DEVELOPMENT ADVISORY COMMITTEE MEETING
Minutes from the June 5, 2019 meeting attached.
- 7. NEXT MEETING DATE –WEDNESDAY, NOVEMBER 6, 2019**
- 8. 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 Sokolik Room at the Works Yard, 5200 River road, Richmond, BC, on Wednesday, September 4, 2019 at 5:00 p.m.

Present:

Debbie Tablotney, Committee Chairperson
Sandra Nixon, Committee Vice-Chairperson
Norm Goldstein, Trustee Member
Donna Sargent, Trustee, Alternate
Scott Robinson, Superintendent of Schools
Rick Ryan, Deputy Superintendent of Schools
Roy Uyeno, Secretary Treasurer
Frank Geyer, Executive Director Planning and Development
Mike Beausoleil, Director, Maintenance, Operations and Transportation
Steve Wenglowski, 2nd Vice President, Richmond Teachers' Association
Ian Hillman, President, CUPE
Mark Hoath, President, RASA
Jose Pelayo, Co-President, RMAPS
Wanda Plante, Executive Assistant (Recorder)

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

1. WORKS YARD TOUR

The Director, Maintenance, Operations and Transportation accompanied attendees on a tour through various departments.

2. APPROVAL OF AGENDA

The agenda was approved as circulated.

3. APPROVAL OF MINUTES

Minutes from the June 24, 2019 meeting were approved as circulated.

4. CAPITAL PROJECTS UPDATE [standing item]

A report providing updates on current Capital Projects was distributed by the Executive Director, Planning and Development highlighting various seismic upgrade and replacement projects underway. He advised that the new addition at Cook Elementary is substantially complete and staff are working to ensure the school site will be ready for staff and students despite a delay in the delivery of the main electrical distribution panel.

He further advised on the progress of Project Definition Reports for McKinney, Maple Lane, Whiteside and Bridge elementary schools and provided an overview of minor renovations at the Administration Building including the 1st Floor Welcome Centre and the relocation of

Learning Services staff to Cambie Secondary.

The Executive Director, Planning and Development also highlighted that in addition to the relocation of two portables from Blair elementary to MacNeill secondary to accommodate the expanded needs of the Aspen program, one portable was also relocated from Blair elementary to McMath secondary for the needs of the resource program.

ACTION: More information regarding the Welcome Centre will be provided at a future Facilities and Building meeting.

5. LONG RANGE FACILITIES PLAN [standing item]

The Executive Director, Planning & Development advised that work continues on strategy recommendations contained in the long range facilities plan. A trustee workshop is planned to review and work through action plans and strategies toward implementation. He spoke further on a proposed comprehensive boundary review, and how we can best align catchment areas to reflect our region.

6. SCHOOL BUILDING PLANNING REVIEW PROCESS – SEISMIC MITIGATION PROJECTS

Further to discussions from the previous Facilities and Building meeting, it was agreed to forward the following to the Public Board meeting:

RECOMMENDATION

THAT the Facilities & Building Committee recommends the following resolution be approved by the Board of Education:

“NOTWITHSTANDING Policy 701.2 which sets out the school building planning review process THAT the Board of Education (Richmond) authorize the Superintendent and Secretary-Treasurer to undertake a simplified planning and consultation process for all Seismic Mitigation Projects until such time as necessary revisions are made to Policy 701.2.”

This simplified process would still provide for consultation with stakeholders and the school community, but would be more responsive to the time sensitive needs of the projects. The recommended action is consistent with May 1st, 2017 Board approved motion:

“NOTWITHSTANDING Policy 701.2 which sets out the school building planning review process that the Board of Education (Richmond) authorize the Superintendent and Secretary Treasurer to undertake a simplified planning and consultation process for the Cook Seismic Remediation Project.”

7. ANNUAL FACILITY GRANT/SCHOOL ENHANCEMENT PROJECTS UPDATE

An update on Annual Facility Grant funding and the School Enhancement Program was provided by the Director, Maintenance, Operations and Transportation including a breakdown and status of funds allocated per department.

The Secretary Treasurer noted that the new playground has been completed for Grauer and

the playground is nearing completion for Kidd elementary. Both schools received Ministry funding under the Playground Equipment Program.

ACTION: Provide a report on the number of completed and outstanding work orders.

8. NEXT MEETING DATE – WEDNESDAY, OCTOBER 2, 2019 @ 5:00 PM

9. ADJOURNMENT

The meeting adjourned at 5:59 pm.

Respectfully Submitted,

Debbie Tablotney, Chairperson
Facilities and Building Committee

DRAFT

Report to the Facilities & Building Committee PUBLIC

DATE: 02 October 2019

FROM: Frank Geyer, Executive Director, Planning & Development

SUBJECT: District Welcome Centre

Planning and design work on the District Welcome Centre, to be located on the 1st Floor of the District Administration Building, is nearing completion. The purpose of a Welcome Centre is to combine Central Registration functions with services to assist English Language Learner (ELL) students and their families with their integration into the Richmond School District and the community. Staff provide registration support, language assessment, and information about the British Columbia education system as well as school and community programs available to newcomers.

Currently, Central Registration is located on the west side of the main lobby of the District Administration Building in a space shared with International Education, with support functions located off site at other District facilities. There are currently no dedicated spaces for language assessments and newcomer family services.

The plan is to relocate financial and purchasing staff to the 3rd Floor and repurpose the vacated space, with Central Registration relocated to the east side of the main lobby and building reception moving across the lobby. The newly available spaces will be utilized by the ELL Assessment Program Coordinator, Cultural Interpreters, Youth Settlement Workers in Schools and Settlement Workers in schools to assist and welcome families.

District Administrator - Central Registration & Welcome Centre, Mrs. Braunwyn Thompson, will assist in presenting the renovation plan with the committee.

Frank Geyer, PEng, FMA
Executive Director, Planning & Development

Attachment – Functional Floor Plan



NO.	DATE	REVISION	DRAWN

Notes:



- WELCOME CENTRE
- CONTINUING EDUCATION
- INTERNATIONAL EDUCATION
- INFORMATION SERVICES
- GENERAL BUILDING
- CIRCULATION

FIRST FLOOR – FUNCTION PLAN

Consultant

RICHMOND
SCHOOL DISTRICT NO. 38

Admin. Building	Works Yard
7811 Granville Avenue Richmond BC V6Y2A5 Tel. 604-688-6000	5200 River Road Richmond BC V7C1A4 Tel. 604-285-7000

Project Title
ADMINISTRATION BUILDING

Drawing Title
1ST FLOOR PLAN

Project No. 19-SBO-FAC	Drawing No. Fa-1
Scale 1:200	of
Date 20 SEP 2019	
Drawn FJS	

Report to the Facilities & Building Committee PUBLIC

DATE: 02 October 2019

FROM: Frank Geyer, Executive Director, Planning & Development

SUBJECT: Capital Projects Update

Major Capital Projects

- 1. William Cook Elementary Seismic Upgrade, Partial Replacement & Addition (\$13.9 Million)**
 - New addition complete and occupied. Work to continue on seismic upgrading of the portion of the existing building to remain, with demolition of the balance of the existing building to take place once new addition occupied. Project is still on track for substantial completion in August 2020.
- 2. Hugh Boyd Secondary Seismic Upgrade & Partial Replacement (\$10.7 Million)**
 - Construction underway with substantial completion targeted for August 2020.
- 3. Robert J Tait Elementary Seismic Upgrade (\$7.6 Million)**
 - Construction underway with substantial completion targeted for August 2020.
- 4. W D Ferris Elementary Seismic Upgrade (\$8.5 Million)**
 - Construction underway with substantial completion targeted for August 2020.
- 5. Mitchell Elementary Seismic Upgrade & Partial Replacement (\$11.4 Million)**
 - Design 80% complete. Addition area pre-loaded. Construction start delayed 1-2 months due to pre-loading of the addition area. Targeting substantial completion by August 2021.
- 6. Manoah Steves Elementary Seismic Upgrade & Partial Replacement (\$12.8 Million)**
 - Design 95% complete, building permit applied for. Targeting construction start in November 2019 and completion by August 2021.
- 7. F A Tomsett Elementary Seismic Upgrade & Addition (PDR Stage - \$11.4 Million)**
 - Design underway. Targeting construction start by June 2020 and completion by January 2022.
- 8. James McKinney Elementary & Maple Lane Elementary Seismic Upgrades (PDR Stage)**
 - Project Definition Reports substantially complete, awaiting final costing. Targeting final completion by 31 October 2019.
- 9. James Whiteside Elementary & William Bridge Elementary Seismic Upgrades (PDR Stage)**
 - Project Definition Reports 70% complete. Targeting completion of drafts by 31 October 2019.

Local Capital Projects

- 1. Short Term Accommodation Plan**
 - No change from previously report

Report to the Facilities & Building Committee PUBLIC

DATE: 02 October 2019

FROM: Frank Geyer, Executive Director, Planning & Development

SUBJECT: Long Range Facilities Plan (LRFP) Update

The following report is for information only. No further action on the part of the Facilities & Building Committee (FBC) is required at this time.

The comprehensive school catchment boundary review has been initiated by the Planning and Development Branch as a first step in the LRFP Action Plan. Workshops have been held with affected elementary and secondary school principals, as well as with Trustees to walk through the work completed to date and obtain initial feedback. A second Trustee workshop to discuss timelines, options and implications, and consultation strategies is being planned for early October.

The comprehensive school catchment boundary review process is planned to take place between September 2019 and June 2020, with full implementation planned by September 2022

Frank Geyer, PEng, FMA
Executive Director, Planning & Development



Child Care Development Advisory Committee

Held June 5th 2019
Room M.1.002 Richmond City Hall
7:00 PM

Members in Attendance:

Kathy Moncalieri (Chair), Jarrod Connolly (Vice-Chair), Diana Ma, Rashika Ahujkar, Agnes Lee, Kelly Greene (Council Liaison), Aaron Manolo, Heather Logan, Gordon Surgeson, Norman Goldstein (School District Liaison), Chris Duggan (Staff Liaison), Derek Warzel (Recording Secretary)

Guests:

Carrie McLellan-Haqq (Richmond Society for Community Living), Kim Adamson (YMCA of Greater Vancouver)

Regrets:

Jocelyn Wong, Heather Larson

1. Welcome, Introductions and Regrets

The Chair welcomed committee members.

2. Approval of the Agenda

Motion: Approval of the June 5, 2019 Agenda – CARRIED

3. Approval of the Minutes

Motion: Approval of the May 1, 2019 meeting minutes – CARRIED

4. Presentation: Early Childhood Development Hubs

Chris Duggan, Kim Adamson of YMCA and Carrie McLellan-Haqq of Richmond Society for Community Living presented to the committee an overview of the two future City-owned Early Childhood Development Hubs scheduled to open in 2022, depending on construction timelines. The presentation included the proposed layout and use of the two facilities. A discussion of other potential uses, programs or supports took place.

5. Correspondence

None.

6. Business Arising

None.

7. New Business

None.

8. Reports

a. Subcommittees

i. Advocacy Sub-committee:

Nothing to report.

ii. Child Care month Sub-Committee:

The Child Care Month Symposium took place on May 4, 2019 and had 73 participants. An evaluation was given to each participant and the results were compiled into a summary document that was shared with the committee. The event was very successful and there were some excellent suggestions for future speakers.

iii. Child Care Grant Sub-Committee:

A review of the City's Child Care Grants Program will take place over the next few months through a survey of previous grant recipients. This survey will be used to determine if there are any changes to the process required for the future.

b. Council Liaison

The Draft Homelessness Strategy is currently out for public feedback.

c. Staff Liaison

There is a new development being explored for the City Centre area in the coming 2-3 years that may include purpose built space for child care within a mixed use building including medical offices, commercial and residential units. The owner intends to lease the space to a child care operator. Additional information will be shared once confirmed.

Staff continue to receive frequent inquiries from child care operators regarding the

conversion of commercial space to child care. The inquiries often relate to parking and outdoor play space requirements.

The committee is seeking new members. An ad has been placed in the local newspaper advertising for new members.

d. Richmond School District

Consultation is wrapping up for the School District's Long-Range Facility Plan. Feedback is currently being accepted via an online survey on the school district's website.

e. Child Care Resource and Referral (CCRR)

None

f. Richmond Children First (RCF)

None

9. Next Meeting

The next CCDAC meeting will be held on Wednesday, September 4, 2019 at 7:00 PM, in City Hall Room M1.002.

10. Adjournment

The meeting was adjourned at 8:27 PM.

Certified a true and correct copy of the minutes of the meeting of the Child Care Development Advisory Committee of the Council of the City of Richmond held on June 5, 2019.

Kathy Moncalieri
Chair

Date

Derek Warzel
Recorder

Date