

**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 via Zoom Meeting Link, Richmond, BC, on Wednesday, May 5, 2021 at 4:30 p.m.

Present:

Ken Hamaguchi, Committee Chairperson  
Norm Goldstein, Committee Vice-Chairperson  
Heather Larson, Trustee Member  
Debbie Tablotney, Trustee Alternate\*  
Rick Ryan, Deputy Superintendent  
Roy Uyeno, Secretary Treasurer  
Frank Geyer, Executive Director, Facilities Services  
Rob Laing, Executive Director, Learning and Business Technologies  
Liz Baverstock, President, Richmond Teachers' Association\*  
Steve Wenglowski, 2nd Vice President, Richmond Teachers' Association  
Joel Canlas, Richmond Management Administrative Professional Staff  
Dionne McFie, Past President, Richmond District Parents Advisory Committee  
Wanda Plante, Executive Assistant (Recorder)

\* joined the meeting already in progress.

The meeting began by introductions of attendees at 4:33 pm.

### **1. APPROVAL OF AGENDA**

The agenda was approved as circulated.

### **2. APPROVE MINUTES**

Minutes from the March 3, 2021 meeting were approved as circulated.

### **3. FACILITIES PLANNING UPDATE [standing item]**

The Executive Director, Facilities Services spoke to his report as included with the agenda package advising that work continues on strategic recommendations contained in the Long Range Facilities Plan. He then highlighted that the consultation process for the proposed Mitchell Education Centre began May 1, 2021 as a solution to one of the key recommendations in our Long Range Facilities Plan space planning to identify space requirements to accommodate non-school staff in Adult Education and Learning and in Business Technologies. The proposed Mitchell Education Centre will be located in the south wing of Mitchell Elementary which would be entirely severed from the school, creating its own property. The new northeast wing would accommodate Adult Education and is scheduled to open in the Summer of 2021. Feedback from the consultation process will be reviewed and then be presented to the Board with a recommendation on next steps.

Following Board approval, the project would result in repurposing newly vacated space by Adult Education at Rideau Park for Learning and Business Technologies operations and a portion of Learning Services in the future.

**4. RICHMOND PROJECT TEAM UPDATE [standing item]**

A review of several major capital projects was provided by the Executive Director, Facilities Services. He added that although the project at Cook Elementary is complete, the City continues to upgrade their pump station which will delay finishing the frontage of the school site until the Summer 2021. The planned demolition of the south wing at Mitchell Elementary in the Summer 2021, is on hold pending a consultation process and Board decision on whether the wing will be severed and retained as an Adult Education centre.

The Executive Director, Facilities Services then advised that the Montessori program temporarily located at Grauer Elementary is scheduled to be restored back to Manoahe Steves Elementary for the 2021/2022 school year.

The Project Design Advisory Committee will be meeting to review and discuss seismic upgrade project designs for James Whiteside Elementary and William Bridge. An update of Minor Capital Projects was also included.

**5. 2021-2022 FACILITIES RENEWAL PROGRAM**

The Executive Director, Facilities Services provided a clearer understanding of the Annual Facility Grant funding (AFG) and that it is intended for annual projects required to maintain capital assets and to prevent any premature deterioration through their anticipated economic life. The AFG commitment from the Ministry of Education is based on a complex formula involving number, size and age of facility assets and enrolment. He announced the creation of the Facilities Renewal Program (FRP) by the Manager, Maintenance Planning and Improvements based on information received from maintenance managers, forepersons, facilities planners, Learning and Business Technologies and District Health and Safety managers. The FRP is intended as a cyclical renewal program for critical facilities systems throughout the District.

The Executive Director, Facilities Services then reviewed FRP category funding and advised attendees that lower budgeted expenditures are projected for roofing, building envelope and flooring. The lower expenditures from the readjusted roofing program will be reallocated to other FRP categories.

**6. MINUTES FOR INFORMATION**

**(a) CHILD CARE DEVELOPMENT ADVISORY COMMITTEE MEETING**

Meeting minutes from March 3, 2021, February 3, 2021 and January 6, 2021 were attached for information.

**7. NEXT MEETING DATE – WEDNESDAY JUNE 2, 2021**

**8. ADJOURNMENT**

The meeting adjourned at 4:57 pm.

Respectfully Submitted,

Ken Hamaguchi, Chairperson  
Facilities and Building Committee