

**FACILITIES & BUILDING COMMITTEE**  
**PUBLIC MEETING AGENDA**

**DATE: WEDNESDAY, JANUARY 5, 2022**  
**TIME: 4:30 PM**

<https://sd38.zoom.us/j/67758715062>

Passcode: **6000**

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

- 1. ADOPT AGENDA**
- 2. APPROVE MINUTES**  
Attachment: Public Minutes of meeting held December 1, 2021
- 3. FACILITIES PLANNING UPDATE [standing item]**  
Attachment: Report from the Executive Director, Facilities Services
- 4. RICHMOND PROJECT TEAM UPDATE [standing item]**  
Attachment: Report from the Executive Director, Facilities Services
- 5. FACILITIES SERVICES UPDATE**  
Attachment: Report from the Executive Director, Facilities Services
- 6. MINUTES FOR INFORMATION**
  - (a) CHILD CARE DEVELOPMENT ADVISORY COMMITTEE MEETING**  
Attachment: Minutes of Meeting held November 3, 2021
- 7. NEXT MEETING DATE – WEDNESDAY FEBRUARY 2, 2022 at 4:30 PM**
- 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 via Zoom Meeting, on Wednesday, December 1, 2021 at 4:30 p.m.

Present:

Norman Goldstein, Committee Vice-Chairperson  
Heather Larson, Trustee Member  
Frank Geyer, Executive Director, Facilities Services  
Liz Baverstock, President, Richmond Teachers' Association  
Steve Wenglowski, 2nd Vice President, Richmond Teachers' Association  
Tanya Major, President, Richmond Association of School Administrators  
Joel Canlas, Richmond Management and Professional Staff  
Hugo Madeira, Vice President, Richmond District Parents Association  
Dionne McFie, Past President, Richmond District Parents Association  
Joyce Coronel, Executive Assistant (Recording Secretary)

Regrets:

Ken Hamaguchi, Committee Chairperson  
Cindy Wang, Secretary Treasurer

The meeting was called to order at 4:31 pm.

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

The agenda was approved as circulated.

### **2. APPROVAL OF MINUTES**

Minutes from the November 3, 2021 meeting was approved as circulated.

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

The Executive Director, Facilities Services spoke to his report as included in the agenda package, with the following highlights:

- 2021 updated LRFP approved by the Board at its Public Meeting on November 24, 2021
- Applications for Childcare BC New Spaces Fund for Maple Lane and Steves Elementary schools were submitted to the Ministry of Children and Family Development
- Facilities Services received requests to look into potential locations for the Language Instruction for Newcomers to Canada (LINC) program and Integrated Child and Youth (ICY) teams and will present recommendations in the next Committee meeting

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

The Executive Director, Facilities Services provided an update on major capital projects. He then responded to the inquiry of the Past President, RDPA on the the modular facilities under the Childcare BC New Spaces Fund.

**5. FACILITIES SERVICES UPDATE**

The Executive Director, Facilities Services spoke to his report as included in the agenda package, with the following highlights:

- Developing an implementation plan for the recommendations specified in the Operations and Rentals review
- Developing a “Facilities 101” presentation for upcoming Richmond Leadership Team meeting
- Submission of the District Sustainability & Climate Action Plan (DSCAP) for Board approval at the December 15, 2021 public meeting

The Executive Director, Facilities Services also added that the delivery of two (2) electric school buses is expected sometime in February 2022.

**6. MINUTES FOR INFORMATION**

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

Meeting minutes from October 6, 2021 were attached for information.

**7. NEXT MEETING DATE – Wednesday, January 5, 2022 at 4:30pm**

**8. ADJOURNMENT**

The meeting adjourned at 5:03 pm.

Respectfully Submitted,

Norman Goldstein, Vice-Chairperson  
Facilities and Building Committee

## Report to the Facilities & Building Committee PUBLIC

**DATE:** 05 January 2022

**FROM:** Frank Geyer, Executive Director, Facilities Services  
Umur Olcay, Manager, Facilities Planning

**SUBJECT:** Facilities Planning 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.

### STRATEGIC PLAN REFERENCES

- *Strategic Priority 3: Optimized Facilities & Technology*
- *Goal 2: The district's facilities are well-maintained, equitable, safe, and conducive to learning*
- *Objectives:*
  - 1 - *Provide equitable learning environments through effective and efficient facilities planning, management and resource allocation*
  - 4 - *Implement strategic recommendations in the Long Range Facilities Plan*

### DISCUSSION

Major Items of note:

1. Long Range Facilities Plan (LRFP):

2021 Updated LRFP was approved by the Board at its Public Meeting of 24 November 2021. Updating the Action Plan to reflect the changes to the original 2019 document.

2. Childcare BC New Spaces Fund (NSF):

Applications to the Ministry of Children and Family Development New Spaces Fund for new stand-alone childcare facilities at Maple Lane and Manoah Steves Elementary schools were submitted on 11 November 2021 and staff are awaiting a funding decision by the Ministry which is scheduled for March 2022.

3. City Centre Growth Planning:

Finalized a location, for confirmation with school administration, at Samuel Brighthouse Elementary to set up two temporary portable classrooms to accommodate expected growth in 2022/2023, as the proposed expansion project at that school, contained in the past three Capital Plan submissions, has not been supported by the Ministry of Education; design underway.

Studying locations other than Lansdowne Village to locate future City Centre elementary school.

4. Enrolment Projections:

Completing the annual update to the District's enrolment projections informed by September 2021 actual enrolment data, and local knowledge, including 'in-process' residential development applications; projections inform facilities planning and investment decisions and the current update will guide our next Capital Plan Submission in Spring 2022.

*Frank Geyer, PEng, FMA  
Executive Director, Facilities Services*

*Umur Olcay, RPP, MCIP, ALEP  
Manager, Facilities Planning*

## Report to the Facilities & Building Committee PUBLIC

**DATE:** 05 January 2022  
**FROM:** Frank Geyer, Executive Director, Facilities Services  
**SUBJECT:** Richmond Project Team Update

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### Major Capital Projects

- 1. F.A. Tomsett Elementary Seismic Upgrade & Addition (\$11.4 Million)**
  - Seismic upgrading of the balance of the building to be substantially completed by the end of February 2022 as scheduled
  - Construction of new Tomsett Childcare Facility well underway – to be completed in concert with school project
- 2. James McKinney Elementary Seismic Upgrade (\$12.6 Million)**
  - Work well underway; targeting substantial completion by May 2022
- 3. James Whiteside Elementary Enhanced Seismic Upgrade (\$17.3 Million)**
  - Construction underway
  - Targeting substantial completion by March 2023
- 4. William Bridge Elementary Seismic Upgrade (\$16.1 Million)**
  - Construction underway
  - Targeting substantial completion by June 2023
- 5. Archibald Blair Elementary and Howard DeBeck Elementary Building Envelope Upgrades**
  - Preliminary design underway
  - Expect construction to commence mid-2022

### Minor Capital Projects (greater than \$200,000)

- 1. Mechanical System Upgrades**
  - HVAC digital controls replacements well underway at six elementary schools: General Currie, Howard DeBeck, John G. Diefenbaker, Garden City, R.M. Grauer and Jessie Wowk; targeting completion by April 2022 (SEP - \$715,600)
- 2. Electrical System/Energy Upgrades**
  - LED lighting upgrade at Steveston-London Secondary contract awarded; targeting completion by April 2022 (CNCP - \$550,000)

*Frank Geyer, PEng, FMA*  
*Executive Director, Facilities Services*

## Report to the Facilities & Building Committee PUBLIC

**DATE:** 05 January 2022  
**FROM:** Frank Geyer, Executive Director, Facilities Services  
**SUBJECT:** Facilities Services Branch Update

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

### STRATEGIC PLAN REFERENCE

- *Strategic Priority 3: Optimized Facilities & Technology*
- *Goal 2: The district's facilities are well-maintained, equitable, safe, and conducive to learning*

### DISCUSSION

Current initiatives of note taking place in Facilities Services include:

- New District Sustainability & Climate Action Plan (DSCAP) adopted by the Board at its 15 December 2021 Public Meeting.
- Planning well underway for the 2022/23 Facilities Renewal Program, which consists of projects required to maintain capital assets through their anticipated economic life and prevent any premature deterioration of these assets.
- Continuing planning and implementation of recommendations contained in the 2021 Operations & Rentals Department independent review.
- Continuing development of "Facilities 101" presentation for an upcoming Richmond Leadership Team meeting, meant to inform administrators and managers of exactly what Facilities Services provides, how we are structured and funded, and how we align with the Board's Strategic Plan, Mission, Vision and Values.
- COVID-19 measures:
  - ✓ The Richmond School District is fully compliant with all K-12 school ventilation guidance. The district will continue to work closely with, and take direction from, public health officials to ensure our school ventilation protocols are current and remain effective.
  - ✓ Continuing daytime enhanced environmental cleaning at elementary schools (half-day per site) and deep cleaning requests from the COVID Coordinator.
  - ✓ Continuing servicing of portable handwashing stations.
  - ✓ Continuing to supply masks, hand sanitizer and disinfectant wipes to schools.

*Frank Geyer, PEng, FMA*  
*Executive Director, Facilities Services*



**Child Care Development Advisory Committee**

November 3, 2021

Virtual Meeting via Zoom

7:00 PM

**Members in Attendance:** Jarrod Connolly (Chair), Jocelyn Wong, Agnes Lee, , Zolzaya Tuguldur, Chantelle Pereira, Diana Ma, , Gordon Surgeson, , Ken Hamaguchi, Rowena Raber, Elana van Veen, Kevin Ching, William Tsai, Carol Day (Council Liaison), Chris Duggan (Staff Liaison).

**Regrets:** Tania Lam, Aaron Manolo

**1. Welcome, Introduction and Regrets**

The Chair welcomed all committee members to the meeting.

**2. Approval of the Agenda**

Motion: Approval of the Agenda for November 3, 2021 **CARRIED**

**3. Approval of the Minutes**

Motion: Approval of the Minutes of October 6, 2021 **CARRIED**

**4. Guest Speaker/Presentation**

Chris Duggan, Staff Liaison, gave a presentation on the implementation of the 2021-2031 Richmond Child Care Action Plan. Following the presentation there was a question period and discussion.

**5. Correspondence**

None.

**6. Business Arising**

None.

**7. New Business**

The Province of BC has approved two new pieces of legislation related to child care. These were introduced in the legislature on June 8, 2021 and became law on October 27, 2021. The Early Learning and Child Care (ELCC) Act and the Early Childhood Educators (ECE) Act streamline early learning and child care legislation and confirm the provincial government's commitments to child care while supporting recruitment and retention of early childhood educators. These new pieces of legislation support further progression towards the development of a universal child care system in BC, as outlined in the province's news release and background information papers released on October 29, 2021. This news release has been circulated to all CCDAC members.



## 8. Reports

### a. Sub-committee Reports

#### i. Advocacy Sub-committee

The Advocacy sub-committee will review the advocacy-related actions in the 2021-2031 Richmond Child Care Action Plan for further discussion at an upcoming CCDAC meeting.

#### ii. Child Care Month Sub-committee

A discussion took place regarding plans for Child Care Month activities for 2022. The following was confirmed:

- A Children's Art Exhibition is scheduled for the Richmond Cultural Centre Atrium from May 2 to May 22, 2022. Richmond City Hall Galleria has been booked for the Children's Art Exhibition in May 2023.
- The 2022 Child Care Symposium will be planned as an in-person event under the assumption that public health guidelines will permit this. Alternate plans will be made to shift to a virtual event if necessary.
- The presenters who were originally booked for the 2020 Child Care Symposium will be contacted to determine if they are interested in presenting in 2022. Presenters will be asked to agree to present virtually in the event that an in-person event is not possible due to public health guidelines in effect at the time.

#### iii. Child Care Grants Sub-committee

The 2022 City of Richmond Child Care Grant Program applications are under review by City staff and the Child Care Grants sub-committee. The sub-committee's recommendations will be presented to the CCDAC during the December 1 meeting for discussion and endorsement prior to going forward to City Council.

### b. City Reports

#### i. Council Liaison

The City is currently conducting a survey on the Let's Talk Richmond platform regarding bike paths and bike lanes. Remembrance Day events and ceremonies will be virtual this year. City and community centre staff and contractors will be required to be vaccinated effective December 20, 2021.

#### ii. Staff Liaison

##### a. New developments proposing Child Care Amenities

No updates at this time.

##### b. Other Updates

The YMCA, operator for Sprouts Early Childhood Development Hub has received their child care licenses and were able to add an additional 15 school age spaces.

Little Koala Montessori, an organization who previously received Childcare BC New Spaces funding, has recently received their child care licenses for their new facility in Richmond. This program will provide 25 spaces for children aged 30 months to school age and 34 spaces for infants and toddlers.

**c. School District Reports**

**i. School Board Liaison**

Richmond School District is exploring vaccination requirements for school staff. Additional information will be shared with the public once any decisions have been made by the Board.

Richmond School District will be submitting applications to the Childcare BC New Spaces funding program to develop new stand alone child care at Maple Grove and Manoah Steves Elementary Schools.

**d. Community Updates**

**i. Richmond Children First**

Richmond Children First will meet on November 30, 2021.

**ii. Child Care Resource and Referral (CCRR) Update**

Richmond Child Care Resource and Referral (CCRR) has launched a new website and has received very positive feedback. A Community of Practice has also been initiated where child care providers are able to come and discuss the Early Learning Framework. A new database will be implemented to streamline child care referrals.

November 6, 2021 is the last day to register for the Richmond Christmas Fund for families in need. If CCDAC members know of a family in need please have them contact the Richmond Cares Richmond Gives office.

**9. Next Meeting**

Next meeting will take place on December 1, 2021 at 7:00 pm virtually via Zoom.

**10. Adjournment**

The Committee Chair adjourned the meeting at 8:20 pm. **CARRIED**

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 November 3, 2021.

via email

December 1, 2021

Jarrold Connolly  
Chair

Date

  
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December 1, 2021

Chris Duggan  
Recorder

Date