

FACILITIES & BUILDING COMMITTEE
PUBLIC MEETING AGENDA

DATE: WEDNESDAY, JUNE 1, 2022

TIME: 4:30 PM

<https://sd38.zoom.us/j/64741655605>

Passcode: **6000**

The Richmond Board of Education acknowledges and thanks the First Peoples of the hən̓q̓əmin̓əm̓ (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 May 4, 2022
- 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 [standing item]**
Attachment: Report from the Executive Director, Facilities Services
- 6. MINUTES FOR INFORMATION**
(a) CHILD CARE DEVELOPMENT ADVISORY COMMITTEE MEETING
Attachment: Minutes of Meetings held April 6, 2022
- 7. NEXT MEETING DATE – September 2022**
- 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, May 4, 2022 at 4:30 p.m.

Present:

Ken Hamaguchi, Committee Chairperson
Debbie Tablotney, Committee Vice-Chairperson
Norman Goldstein, Trustee Member
Heather Larson, Trustee
Donna Sargent, Trustee
Rick Ryan, Deputy Superintendent
Cindy Wang, Secretary Treasurer
Frank Geyer, Executive Director, Facilities Services
Kris Wilkins, Manager, Maintenance Planning and Improvements
Jonathan Ho, Manager, Energy and Sustainability
Tim Bakker, Landscape Horticulturalist
Ian Hillman, President, Canadian Union of Public Employees 716
Liz Baverstock, President, Richmond Teachers' Association
Mike Murray, President, Richmond Association of School Administrators
Joel Canlas, Richmond Management and Professional Staff
Hugo David Madeira, Vice President, Richmond District Parents Association
Dionne McFie, Past President, Richmond District Parents Association
Catherine Cleary, Executive Assistant (Recording Secretary)

Regrets:

Joyce Coronel, Executive Assistant

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 April 6, 2022 meeting was approved as circulated.

3. FACILITIES PLANNING UPDATE [standing item]

The Executive Director, Facilities Services referred to his report as included in the agenda package. He then responded to questions from Trustee Tablotney and the President, CUPE 716 on the Aspen program.

4. RICHMOND PROJECT TEAM UPDATE [standing item]

The Executive Director, Facilities Services referred to his report as included in the agenda package. There were no further questions or comments.

5. 2022/2023 FACILITIES RENEWAL PROGRAM

The Manager, Maintenance Planning and Improvements provided some highlights on his report as included in the agenda package. There were no further questions or comments.

6. GROUNDS SUSTAINABILITY

Tim Bakker, Landscape Horticulturalist, presented on how the district can provide mentoring support to students and educators in schools with outdoor learning spaces by teaching them the concept of permaculture. He then responded to an inquiry from the Past President, Richmond District Parents Association on how the gardens will be maintained through the summer months.

The Past President, Richmond District Parents Association expressed her full support for Mr. Bakker's proposal and offered RDPA's help in communicating with parents. The President, Richmond Teachers' Association expressed her appreciation for Mr. Bakker's experience and knowledge which is vital to make permaculture sustainable in the schools.

Following inquiry from the Chairperson, Mr. Bakker explained his plans on how to implement the permaculture project in our schools. Trustees thanked Mr. Bakker for his presentation.

7. MINUTES FOR INFORMATION

(a) CHILD CARE DEVELOPMENT ADVISORY COMMITTEE MEETING

Meeting minutes from February 2, 2022 and March 2, 2022 were attached for information.

8. NEXT MEETING DATE – Wednesday, June 1, 2022 at 4:30 pm

9. ADJOURNMENT

The meeting adjourned at 5:07 pm.

Respectfully Submitted,

Ken Hamaguchi, Chairperson
Facilities and Building Committee

Report to the Facilities & Building Committee PUBLIC

DATE: 01 June 2022

FROM: Frank Geyer, Executive Director, Facilities Services
Umur Olcay, Manager, Facilities Planning
Joseph Balderston, Facilities Planner

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.

DISCUSSION

Major Items of note:

1. Long Range Facilities Plan (LRFP):

The Planning Team updating the LRFP Action Plan, track planning actions, facilities decisions of the Board of Education and potential or recommended changes for the next revision of the LRFP in 2023.

2. Childcare BC New Spaces Fund (NSF):

The District has already received funding approval of NSF funding approval to create new childcare facilities at Manoah Steves Elementary and Maple Lane Elementary. The District has selected Fort Modular to construct two modular childcare buildings for installation by December.

In preparation for the next intake of NSF applications for new stand-alone childcare facilities anticipated in the Spring/Summer of 2022, the Planning Team is undertaking a comprehensive review of suitable candidate sites for future childcare facility proposals.

3. Just B4 Program:

Walter Lee Elementary has been approved to accommodate Just B4 beginning in September 2022. The Planning Team is continuing to support Learning Services in identifying future opportunities for expansion of this program to other elementary schools where appropriate.

4. Integrated Child & Youth Teams (ICY):

R.M. Grauer Elementary and Kathleen McNeely Elementary have been selected by the District to accommodate ICY Teams beginning in September 2022. The Planning Team worked closely with Learning Services and Vancouver Coastal Health on scope of work and is proceeding with renovations at the two sites to create the office space for ICY Teams. The Planning Team will also review the availability of two future locations to help determine if the District can meet the long term objective of locating ICY Teams within schools in four zones across the District.

5. Aspen Program:

In collaboration with Facilities Services, and in consultation with Learning Services and A.R. MacNeill Secondary, the Planning Team is finalizing a detailed report to Senior Team on potential relocation options for the Life Skills Program to facilitate the accommodation of the Aspen Program entirely on the ground floor.

6. Five-Year Capital Plan/Eligible School Site Proposal (ESSP):

These documents have been drafted and are due to the Ministry of Education by 30 June 2022. They will be presented for Board approval at the 29 June 2022 meeting.

7. Seismic Mitigation Program (SMP):

Development of Project Definition Reports (business cases) for the recently Ministry-supported seismic upgrades at Alfred B. Dixon Elementary and Howard DeBeck Elementary underway, targeting completion by end of June 2022.

8. City Centre Growth Planning:

The Planning Team is continuing to research and engage with the City of Richmond and development community on the timing and financial viability of a suitable new elementary school in the City Centre at Dover Park, Lansdowne Village, or elsewhere in the City Centre.

9. Coordination of Land Management with City of Richmond - Park Sites with School Sites:

Facilities Planning staff will be meeting with City of Richmond Parks and Open Space planners to discuss possible improvements to shared use and management of parks and adjoining school playgrounds for use by school and community.

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

*Joseph Balderston
Facilities Planner*

*Frank Geyer, PEng, FMA
Executive Director, Facilities Services/Richmond Project Team*

Report to the Facilities & Building Committee PUBLIC

DATE: 01 June 2022

FROM: Frank Geyer, Executive Director, Facilities Services

SUBJECT: Richmond Project Team 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.

DISCUSSION

A. Major Capital Projects (*capital projects \$1 Million or more funded by the Province*)

1. F.A. Tomsett Elementary Seismic Upgrade & Addition (\$11.4 Million)
 - Seismic upgrading and expansion work on school and construction of new Tomsett Childcare Facility substantially complete on main school and new Tomsett Childcare Facility (to be fully operational in August 2022); addressing deficiencies, outstanding exterior work and demobilization; both on budget.
2. James McKinney Elementary Seismic Upgrade (\$12.6 Million)
 - Substantial completion by end of June 2022; on budget.
3. James Whiteside Elementary Enhanced Seismic Upgrade (\$17.3 Million)
 - Construction underway; targeting substantial completion by end of June 2023; on budget.
4. William Bridge Elementary Seismic Upgrade (\$16.1 Million)
 - Construction underway; targeting substantial completion by end of August 2023; on budget.
5. Archibald Blair Elementary Building Envelope Upgrade (approx. \$2.2 Million)
 - Design underway under the project management of BC Housing with oversight and district coordination by SD38; expect construction to start in Fall 2022.

6. Howard DeBeck Elementary and Alfred B. Dixon Elementary Seismic Upgrades
(approx. \$33 Million)

- Consultants retained and work on Project Definition Reports (business cases) well underway; targeting completion for submission to the Ministry for project approvals by Summer 2022.

7. Manoah Steves Elementary and Maple Lane Elementary Childcare Facilities (\$1.5 Million each)

- Request for proposals to design/build/install the modular childcare facilities closed 13 May 2022; evaluation of both proposals received, followed by negotiations with top proponent on contract underway.

B. Major Local Capital Projects (capital projects greater than \$1 Million funded by Board of Education)

1. Mitchell Education Centre (\$2.5 Million)

- Work well underway with completion/occupancy by 31 August 2022; on budget.

2. Rideau Park Resource Centre (\$1 Million)

- Preliminary design of the project continues; expect to start construction in September 2022 with completion by May 2023.

3. Classroom Ventilation Program (\$12 Million max.)

- Request for proposals completed for the supply and delivery of 187 unit ventilators over a 14 month period; contracts awarded to the two successful proponents with initial deliveries set for Summer 2022.
- Executive Director working with SD38 HVAC Team and independent consultant to complete the fine-tuning of concept plans for the design/build by both in-house and contracted forces

C. Minor Capital Projects (less than \$1 Million funded by the Province)

1. Howard DeBeck Elementary Building Envelope Upgrade (approx. \$400,000)

- Design underway under the project management of BC Housing with oversight and district coordination by SD38; expect construction to be undertaken as part of seismic upgrade project.

2. Mechanical System Upgrades

- Shop dust extraction system replacement at Matthew McNair Secondary in design (2022/23 SEP - \$472,000).
- HVAC digital controls replacements at Hugh McRoberts Secondary and Lord Byng Elementary in design (2022/23 CNCP - \$371,500).
- Lab ventilation system upgrades at four secondary schools (A.R. MacNeill, H.J. Cambie, Matthew McNair, Steveston-London) in design (2022/23 SEP - \$252,730).

3. Electrical System/Energy Upgrades

- LED lighting upgrade at Steveston-London Secondary 95% complete; targeting completion by end of June 2022 (*2021/22 CNCP - \$550,000*).
- LED lighting upgrade at R.A. McMath Secondary approved by the Ministry in 2022/2023 Capital Plan, in design (*2022/23 SEP - \$547,287*).

Frank Geyer, PEng, FMA
Executive Director, Facilities Services

Report to the Facilities & Building Committee PUBLIC

DATE: 01 June 2022

FROM: Frank Geyer, Executive Director, Facilities Services

SUBJECT: Facilities Services Branch 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.*

DISCUSSION

Current initiatives of note taking place in Facilities Services, excluding those presented in separate reports, include:

- Implementation of the 2022/23 Facilities Renewal Program (FRP), which consists of projects required to maintain capital assets through their anticipated economic life and prevent any premature deterioration of these assets.
- Developing a terms of reference for the final independent departmental review of the former Maintenance, Operations and Transportation Branch – Transportation and Fleet Services. Review tentative scheduled for Fall 2022 subject to procuring a consultant.
- Continuing implementation of recommendations contained in the 2021 Operations & Rentals Department independent review.
- Continuing development of “Facilities 101” presentation for a future 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.

Frank Geyer, PEng, FMA
Executive Director, Facilities Services/Richmond Project Team



Child Care Development Advisory Committee

April 6, 2022

Virtual Meeting via Zoom

7:00 PM

Members in Attendance: Chantelle Pereira (Chair), Karen Jensen, Jarrod Connolly, Gordon Surgeson, Kevin Ching, Tania Lam, Diana Ma, William Tsai, Aaron Manolo, Elana van Veen, Zolzaya Tuguldur, Jocelyn Wong, Ken Hamaguchi (Trustee Liaison), Carol Day (Council Liaison), Chris Duggan (Staff Liaison).

Regrets: Rowena Raber

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 April 6, 2022 **CARRIED**

3. Approval of the Minutes

Motion: Approval of the Minutes of March 2, 2022 **CARRIED**

4. Guest Speaker/Presentation

“2021 Update to the Child Care Needs Assessment and Strategy” Chris Duggan. A copy of the presentation is attached.

5. Correspondence

None.

6. Business Arising

None.

7. New Business

a. Provincial Child Care Updates

The Province of BC began funding \$10 a Day ChildCareBC sites in 2018 with funding from the Canada-British Columbia Early Learning and Child Care Agreement (ELCC). In 2022, the Province has expanded the program with a goal of reducing child care fees to families in 12,500 child care spaces by the end of 2022. An announcement of the additional selected sites was released by the Province on March 24, 2022. Three City-owned child care facilities, West Cambie and Cook Road Children’s Centres, operated by the Society of Richmond Children’s Centres (SRCC) and Seasong Child Care Centre, operated by the YMCA of Greater Vancouver, will transition to \$10 a Day ChildCareBC sites beginning April 1, 2022.

Also effective April 1, 2022, responsibility for child care in BC transitioned from the Ministry of Children and Family Development to the Ministry of Education and Child Care. All existing funding programs and initiatives have now transitioned to this new Ministry.

b. Child Care Referral from City of Richmond Planning Committee

At the Planning Committee meeting held on March 22, 2022 a referral was made that staff investigate developing a city-wide child care contribution policy for all Richmond developments, and report back. This work will begin soon and additional information will be shared with the CCDAC once it is complete.

8. Reports

a. Sub-committee Reports

i. Advocacy Sub-committee

None.

ii. Child Care Month Sub-committee

- i. 2022 Child Care Symposium –Registration is underway through the Richmond Child Care Resource and Referral Program and will continue until the event which takes place on May 7, 2022.
- ii. 2022 Children’s Art Exhibition – Eighteen child care programs have been accepted to the exhibition for this year. The exhibition will be on display on the Community Art Wall of the Brighthouse Branch of the Richmond Public library from May 2 to 22, 2022.

iii. Child Care Grants Sub-committee

None.

b. City Reports

i. Council Liaison

The City of Richmond is currently seeking public feedback on the Draft Seniors Strategy. Earth day will take place on April 16 and there are several events planned that may be of interest to child care providers. The Cherry Blossom Festival is currently underway at Garry Point. The Garden City Lands will have 200 new garden plots. These were opened earlier this week and this is a great place to take children to learn about gardening.

ii. Staff Liaison

a. New developments proposing Child Care Amenities

None.

b. Other Updates

Interviews for the Planner 1, Child Care position are underway.

School District Reports

i. School Board Liaison

Richmond School District has received Childcare BC New Spaces funding for two new projects in Richmond schools. Richmond School District has received a total of \$3

million to include child care at Maple Lane and Minoah Steeves Elementary Schools. These will be purpose-built, modular structures to deliver licensed child care and will be leased to community child care providers upon completion. Staff are also preparing applications for the next new intake of funding in order to develop additional spaces.

The JustB4 program, a licensed preschool program for four year old children, which operated as a companion with a Strongstart Centre, has just been licensed and is commencing operations. This program will be delivered directly by school district staff. The Richmond School District is working to utilize existing school facilities as much as possible to support the delivery of licensed child care in Richmond.

ii. Community Updates

i. Richmond Children First

Richmond Children First met on March 29 and approved the committee's work plan for this year. A presentation from the Human Early Learning Partnership (HELP) at UBC is being planned for this fall.

ii. Child Care Resource and Referral (CCRR) Update

The Child Care Resource and Referral Program (CCRR) is involved in consultation regarding the transition of child care to the Ministry of Education and Child Care. Staff have participated in many discussion groups and conversations regarding this process and the potential impacts to the sector. It has been clear from these discussions that everyone involved wants the best for children and this is a priority.

CCRR's annual membership renewals continue. General membership is free and additional access to services and supports is available for a minimal cost. CCRR is also transitioning back to in-person workshops. The first in-person sessions are taking place on April 19 and April 27. The topic is the Impacts of Covid 19 on Children's Mental Health. The Introduction to Family Child Care Training in Mandarin is also beginning this week and will continue until the end of May.

Recent additional wage enhancements to ECE's are fantastic but there is still a shortage of ECE's and this is currently a significant issue in Richmond and in the sector as a whole. Bursaries and educational resources are available on the provincial government website. CCRR has job posting site as well for programs who are looking for staff or staff who are looking for employment.

9. Next Meeting

Next meeting will take place on May 4, 2022 at 7:00 pm virtually via Zoom.

10. Adjournment

The Committee Chair adjourned the meeting at 8:05 p.m. **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 April 6, 2022.

via email

Chantelle Pereira
Chair



Chris Duggan
Recorder

May 4, 2022

Date

May 4, 2022

Date



2017-2022 Child Care Needs Assessment and Strategy

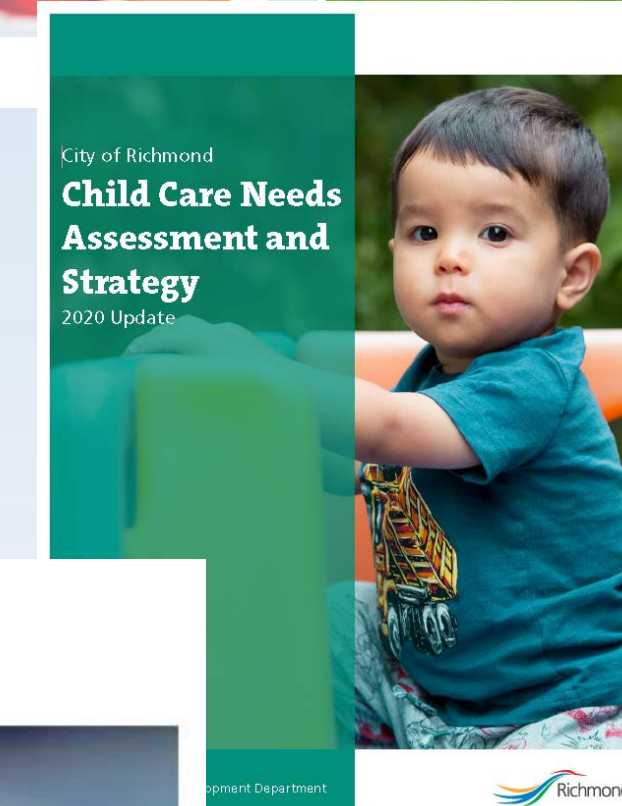
2021 Update

**Community Social Development
Child Care Section**

Chris Duggan, Program Manager, Child Care and Youth

2017–2022 Richmond Child Care Needs Assessment and Strategy

- The *2017–2022 Richmond Child Care Needs Assessment and Strategy* was adopted by City Council on July 24, 2017.
- It is the fourth child care needs assessment undertaken by the City since 1995 and provides insight into the status of child care in Richmond.
- This five-year plan for the City outlines steps to support the development of a healthy child care system in the community and guides the City's actions.
- It recommends that the City and other stakeholders work together to address the need for quality, affordable and accessible child care spaces in Richmond.



2017–2022 Richmond Child Care Needs Assessment and Strategy

Actions in this document are organized under 7 Strategic Directions

1 Strategic Direction #1: Policy and Planning

2 Strategic Direction #2: Creating and Supporting Spaces

3 Strategic Direction #3: Advocacy

4 Strategic Direction #4: Accessibility and Inclusion

5 Strategic Direction #5: Collaboration and Partnership

6 Strategic Direction #6: Research, Promotion and Marketing

7 Strategic Direction #7: Monitoring and Renewal

Federal Government Highlights

- **July 8, 2021:** New Early Learning and Child Care Agreement between Governments of Canada and BC
 - Investment of \$3.2 billion (Federal) and \$2.5 billion (Provincial) over the next five years
- **November 23, 2021:** The House of Commons Speech from the Throne outlined child care as an important service to grow the economy.
- **December 16, 2021:** The Minister of Families, Children and Social Development Mandate Letter outlines the importance of a Canada-wide Early Learning and Child Care system.

Provincial Government Highlights

- **October 27, 2021:** The Early Learning and Child Care (ELCC) Act and the Early Childhood Educators (ECE) Act become law
 - The ELCC Act combines the Child Care BC Act and the Child Care Subsidy Act
 - The ECE Act incorporates ECE and post-secondary ECE provisions outlined in the Community Care and Assisted Living Act and Child Care Licensing Regulation

Provincial Government Highlights

- **November 16, 2021:** The Childcare BC New Spaces Fund closed a new round of funding for projects up to \$3 million (public sector/government) and \$1.5 million (not-for-profits)
 - A total of 3,624 new child care spaces were funded in 2020 - 403 of these spaces were located in Richmond
 - 3 City-owned child care facilities were supported through this funding in 2020: Sprouts ECD Hub, Seedlings ECD Hub and Hummingbird Child Care Centre

Richmond Child Care Supply 2020 and 2021

In 2021 there were
33 CHILD CARE SPACES per 100

children from birth to 12 years
in Richmond.



In 2021
there were

60.5 GROUP CARE (30 MONTHS TO SCHOOL AGE) SPACES

per 100 children aged 3 to 5
years in Richmond



In 2021 there were

28.5 GROUP CARE (UNDER 36 MONTHS) SPACES

per 100 children aged
0 to 2 years in Richmond



In 2021, there were

14.1 GROUP CARE (SCHOOL AGE)

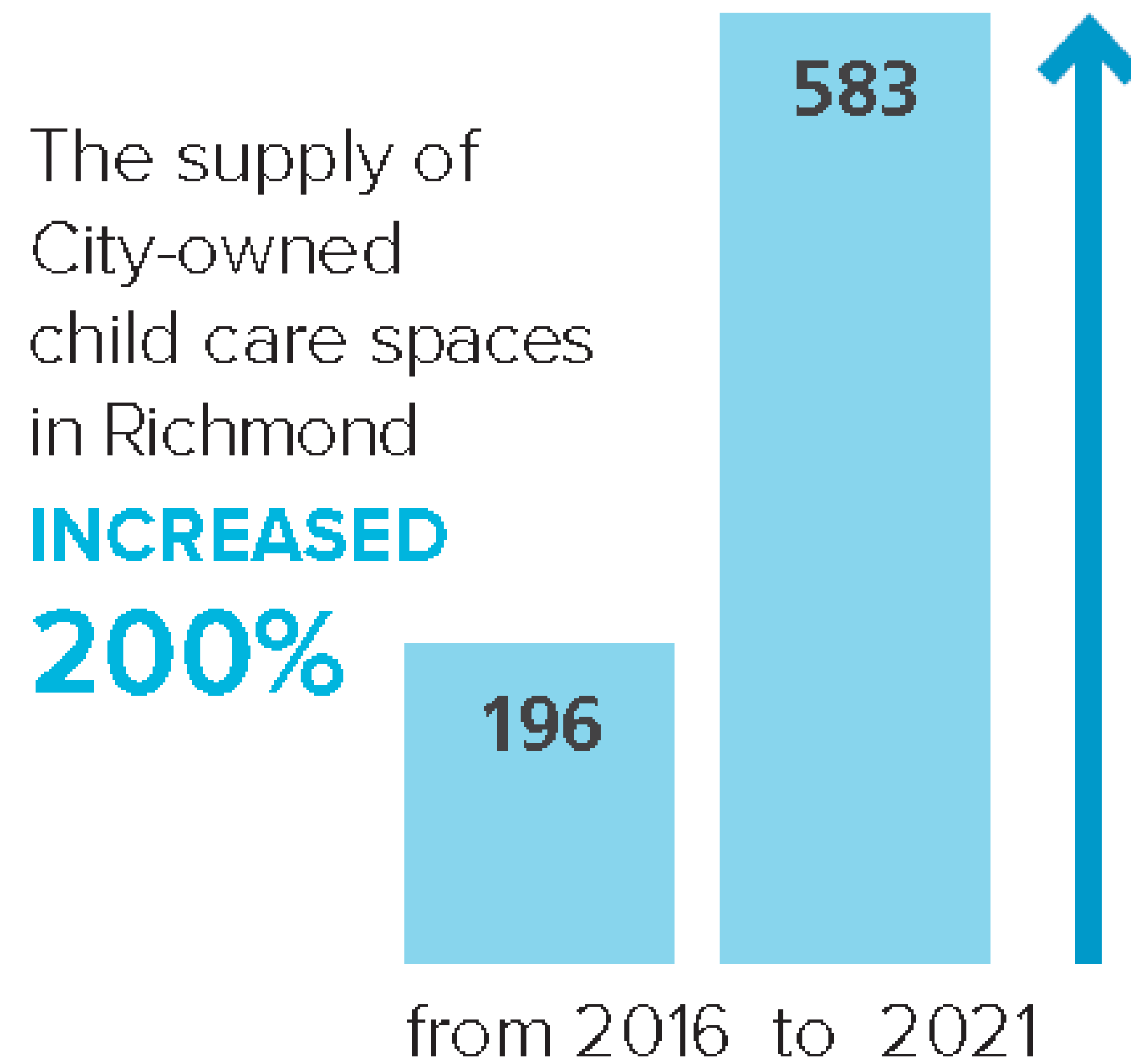
SPACES per 100 children.

Richmond Child Care Supply 2016 to 2021

Table 1: Trends in Licensed Child Care Spaces in Richmond: 2016–2021

Type of Care	Number of Licensed Child Care Spaces					Change 2016 - 2021		Change 2020 - 2021	
	2016	2018	2019	2020	2021	Change in spaces	% Change	Change in spaces	% Change
Group Care - Under 36 Months	664	928	1,023	1,211	1,495	831	125%	284	23%
Group Care - 30 Months to School Age	2,103	2,581	2,708	2,850	3,210	1,107	53%	360	13%
Group Care - School Age	1,666	1,685	1,822	1,817	1,814	148	9%	-3	0%
Family Child Care	341	234	248	197	204	-137	-40%	7	4%
In-home Multi-age Care	81	104	105	72	80	-1	-1%	8	11%
Multi-age Care	88	96	80	120	120	32	36%	0	0%
Preschool	819	769	791	729	761	-58	-7%	32	4%
Occasional Care	40	42	26	26	26	-14	-35%	0	0%
Total	5,802	6,439	6,803	7,022	7,710	1,908	33%	688	10%

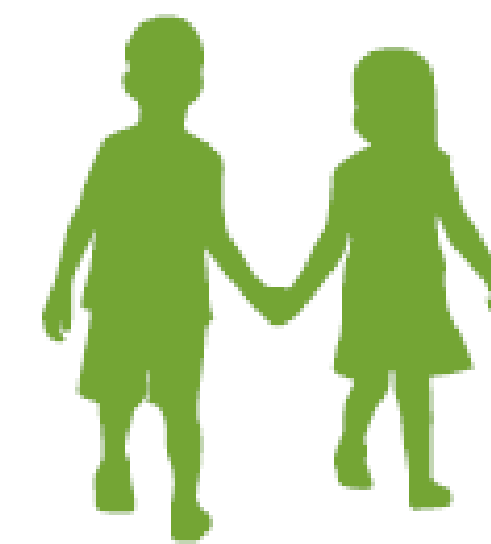
City of Richmond Highlights



**2 CITY-OWNED
EARLY CHILDHOOD
DEVELOPMENT HUBS**
were completed



A total of **199**
new licensed
child care spaces



In 2021
\$45,519
FOR
CAPITAL
EXPENSES and
\$1,500 **FOR**
PROFESSIONAL AND
PROGRAM DEVELOPMENT
was approved through the
child care grant program.



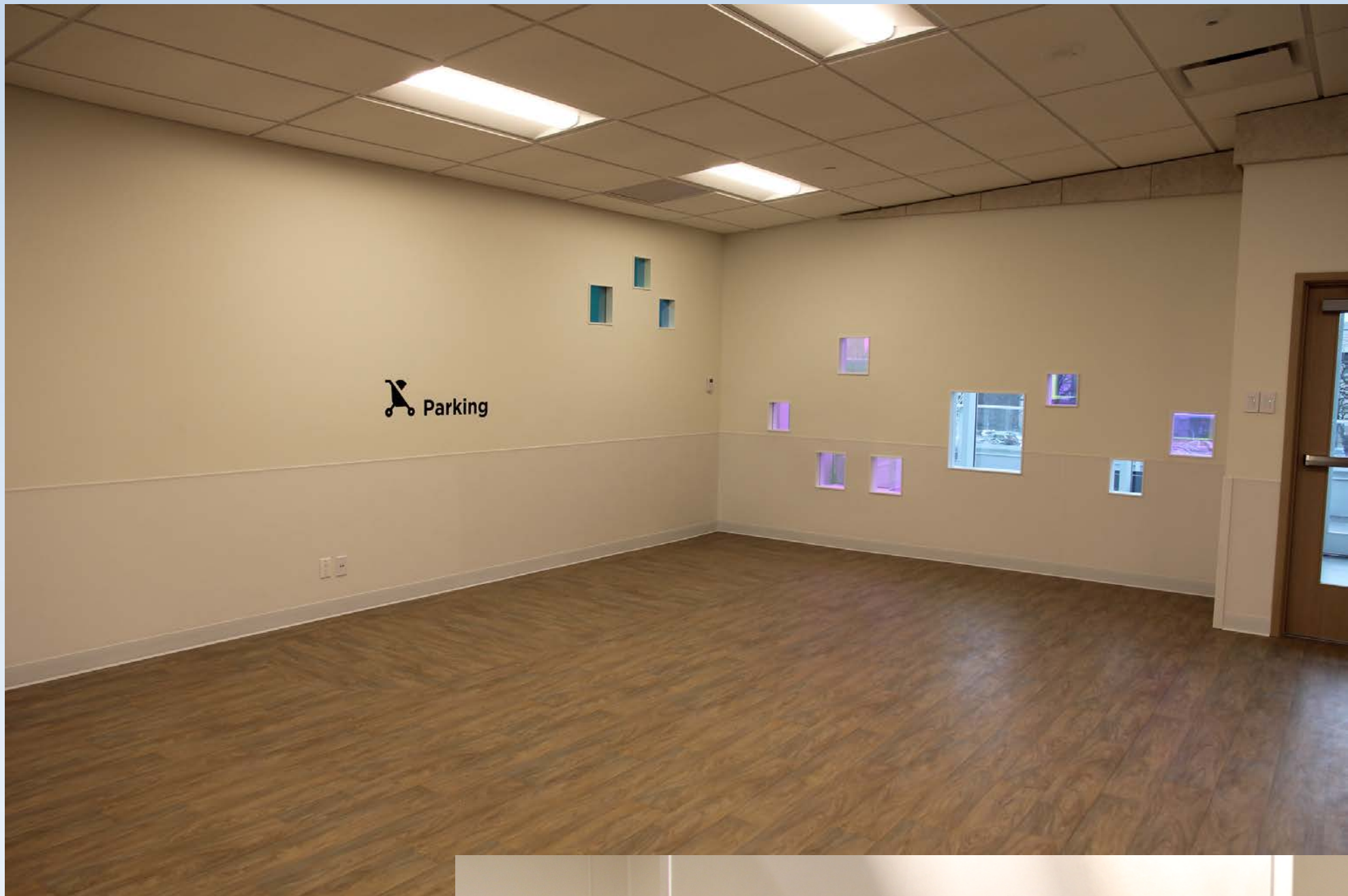
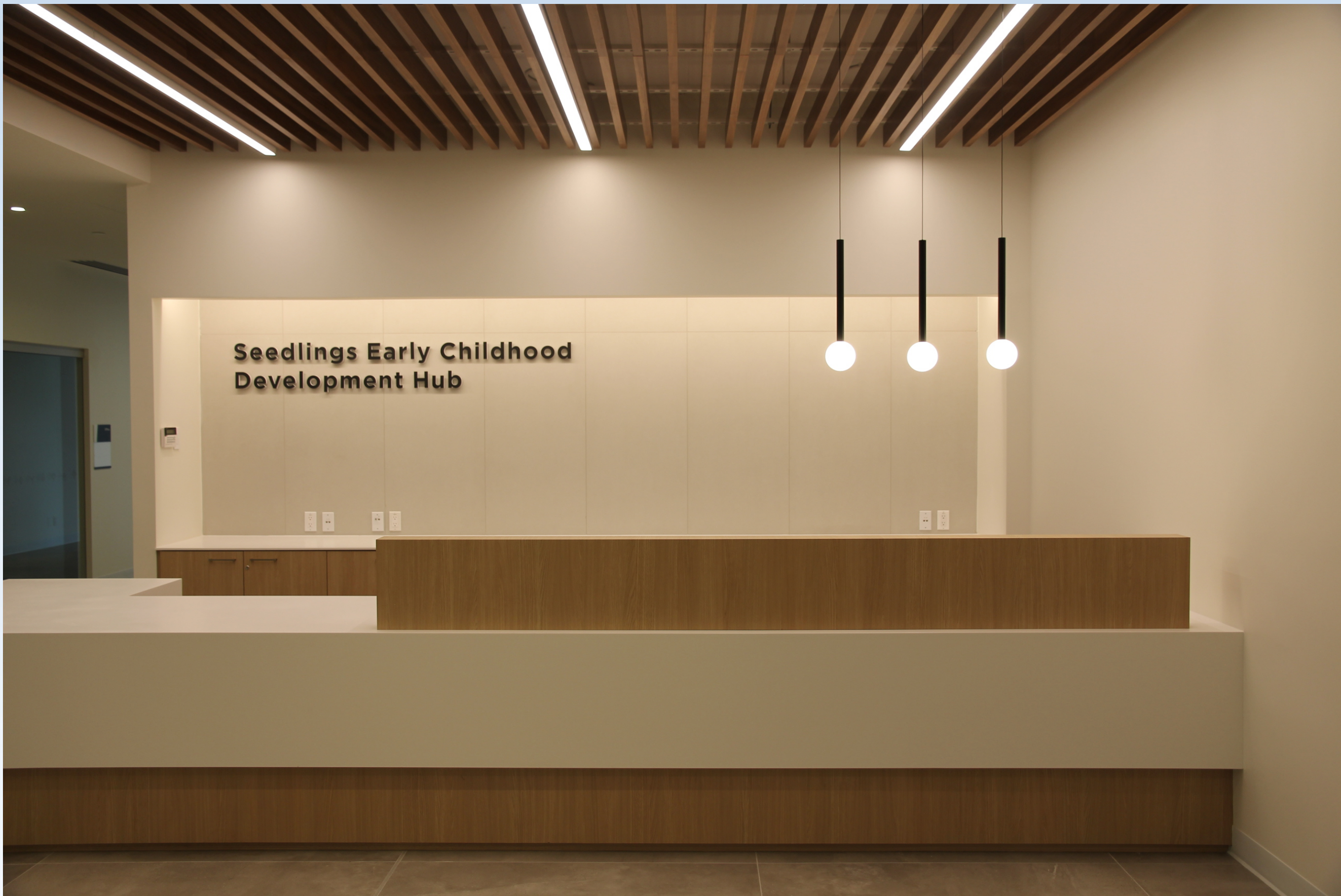
City of Richmond Highlights



Sprouts Early Childhood Development Hub



City of Richmond Highlights



Seedlings Early Childhood Development Hub



City of Richmond Highlights





Chris Duggan, Program Manager, Child Care and Youth
Community Social Development
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