

FACILITIES & BUILDING COMMITTEE
PUBLIC MEETING AGENDA

DATE: WEDNESDAY, FEBRUARY 1, 2023
TIME: 4:30 PM

<https://sd38.zoom.us/j/61848987851>
Passcode: 6000

The Richmond Board of Education acknowledges and thanks the First Peoples of the hən̓q̓əmiñəm language group on whose traditional and unceded territories we teach, learn and live.

- 1. Adopt Agenda**
- 2. Approve Minutes**
Public Minutes of meeting held January 4, 2023 attached.
- 3. Facilities Planning Update (standing item)**
Report from the Executive Director, Facilities Services/Richmond Project Team attached.
- 4. Capital Projects Update (standing item)**
Report from the Executive Director, Facilities Services/Richmond Project Team attached.
- 5. Facilities Services Update (standing item)**
Report from the Executive Director, Facilities Services/Richmond Project Team attached.
- 6. Minutes for Information**
 - (a) Child Care Development Advisory Committee Meeting**
Minutes of Meeting held December 7, 2022 attached.
- 7. Next Meeting Date – Wednesday, March 1, 2023 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, January 4, 2023 at 4:30 pm.

Present:	Committee Chairperson	K. Hamaguchi
	Trustee Member	H. Larson
	Trustee Alternate	A. Wong
	Secretary Treasurer	C. Wang
	Deputy Superintendent	R. Ryan
	Executive Director, Facilities Services/ Richmond Project Team	F. Geyer
	Manager, Facilities Planning	U. Olcay
	Facilities Planner	J. Balderston
	President, Richmond Teachers' Association	L. Baverstock
	2nd Vice President, Richmond Teachers' Association	S. Wenglowski
	President, Canadian Union of Public Employees 716	I. Hillman
	1st Vice President, Canadian Union of Public Employees 716	S. Robinson
	President, Richmond Association of School Administrators	M. Murray
	Executive Assistant (Recording Secretary)	J. Coronel
Regrets:	Committee Vice-Chairperson	D. Tablotney

The meeting was called to order at 4:32 pm.

1. Approval of Agenda

The Chairman proposed to add an agenda as Item No. 8 on the meeting format of future Committee meetings. The agenda was approved as amended.

2. Approval of Minutes

Minutes from the October 3, 2022 meeting was approved as circulated.

3. Introductions and review of Committee Terms of Reference

The Chairperson facilitated introductions between Trustee Wong and Stakeholder representatives. He then spoke to the Committee Terms of Reference as included in the agenda package.

4. Facilities Planning Update (standing item)

The Executive Director, Facilities Services/Richmond Project Team referred to his report as included in the agenda package. The Manager, Facilities Planning then provided updates on Childcare BC New Spaces Fund, space planning for Integrated Child and Youth Teams and Indigenous Gathering Spaces, and enrolment projections. They then responded to questions and comments from attendees on City Centre Growth Planning, educational perspective on Indigenous Gathering spaces, and secondary school enrolment projections.

5. Capital Projects Update (standing item)

The Executive Director, Facilities Services/ Richmond Project Team provided the following highlights from his report as included in the agenda package:

- James Whiteside Elementary Enhanced Seismic Upgrade
- William Bridge Elementary Seismic Upgrade
- Classroom Ventilation Program
- Re-piping 39 existing drinking water sinks with elevated lead levels

The President, Richmond Teachers' Association, thanked the Board and district staff for the implementation of the classroom ventilation program despite challenges and disruptions.

6. Facilities Services Update (standing item)

The Executive Director, Facilities Services/ Richmond Project Team referred to his report as included in the agenda package. He then offered to provide additional information to the President, Richmond Teachers' Association in response to her question on the Eco-Wise Cafe.

The Chairperson thanked the Executive Director, Facilities Services/RPT and his team for the great progress on the current projects in the district.

7. Minutes for Information

(a) CHILD CARE DEVELOPMENT ADVISORY COMMITTEE MEETING

Minutes of Meetings held June 1, 2022, October 5, 2022 and November 2, 2022 were attached for information.

8. Committee meeting format

The Chairperson requested attendees to indicate their preferred Committee meeting format by replying to the email which will be sent by the Executive Assistant.

9. Next Meeting Date – Wednesday, February 1, 2023 at 4:30pm

10. Adjournment

The meeting adjourned at 5:24 pm.

Respectfully submitted,

Ken Hamaguchi

Chairperson, Facilities and Building Committee

Report to the Facilities & Building Committee PUBLIC

DATE: February 1, 2023

FROM: Frank Geyer, Executive Director, Facilities Services/Richmond Project Team

SUBJECT: **Facilities Planning Update**

The following report is for information only. No further action on the part of the Facilities & Building Committee 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:

Long Range Facilities Plan (LRFP)

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

Seismic Mitigation Program (SMP)

Howard DeBeck Elementary – expecting full Ministerial approval shortly, planning for seismic upgrade to be completed by August 2025.

Alfred B. Dixon Elementary – final Project Definition Report submitted for approval in early January recommending a full seismic upgrade, aiming for occupancy by August 2025.

Childcare BC New Spaces Fund (NSF)

Submitted four (4) NSF applications for new stand-alone childcare facilities at three elementary schools (preschool age – McKinney, Whiteside and Bridge) and Adult Education Centre (infant/toddler + preschool age) on 25 January 2023. The proposals utilize developed areas left from the seismic upgrade projects for temporary accommodation or contractor yard.

Five-Year Capital Plan

Starting preliminary on the 2024/2025 Five-Year Capital Plan, which will be due to the Ministry of Education & Child Care by 30 June 2023. The final roster of proposed projects dependent on 2023/2024 Capital Plan Response from the Ministry, expected by mid-March 2022.

City Centre Growth Planning

The Planning Team is continuing research, projections, planning and development of site and expansion strategies and will engage with the City of Richmond and the 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.

Two (2) temporary portables will be installed at Brighthouse Elementary to accommodate expected growth in 2023/2024 as the proposed expansion projects at Brighthouse and Talmey Elementary, contained in the past four Capital Plan submissions, have not been supported by the Ministry of Education and Child Care.

Land Dedication to District

The Planning Team continues to work with the proponent of a townhouse development at 9511 Granville Avenue to acquire the north area of its lot abutting Anderson Elementary to the District at no cost to the district.

The land dedication is a condition for rezoning approval by City of Richmond. The district would waive the School Site Acquisition Charges for the proposed 12-unit townhouse development, in lieu of land dedication pursuant to the Local Government Act.

Frank Geyer, PEng, FMA

Executive Director, Facilities Services/Richmond Project Team

Report to the Facilities & Building Committee PUBLIC

DATE: February 1, 2023

FROM: Frank Geyer, Executive Director, Facilities Services/Richmond Project Team

SUBJECT: **Capital Projects (Richmond Project Team) Update**

The following report is for information only. No further action on the part of the Facilities & Building Committee 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. James Whiteside Elementary Enhanced Seismic Upgrade (*\$17.3 Million*)
 - Construction well underway, no issues; targeting substantial completion by end of August 2023; on budget.
2. William Bridge Elementary Seismic Upgrade (*\$16.1 Million*)
 - Construction underway; no new issues; targeting full occupancy by end of August 2023 but substantial completion by mid-October; on budget.
3. Archibald Blair Elementary Building Envelope Upgrade (*approx. \$2.2 Million*)
 - Design 90% complete under the project management of BC Housing with oversight and district coordination by SD38; awaiting word on potential construction start-up.
4. Howard DeBeck Elementary and Alfred B. Dixon Elementary Seismic Upgrades (*approx. \$47 Million*)
 - Refer to Planning Team Report.
5. Manoah Steves Elementary and Maple Lane Elementary Childcare Facilities (*\$1.5 Million each*)
 - Off-site construction of the modular facilities completed for delivery and setup shortly; sitework complete at both sites.

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

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

- Construction well underway, no issues; targeting substantial completion by June 2023; on budget.

2. Classroom Ventilation Program (*\$12 Million max.*)

- Construction substantially completed at Mitchell, Cook, Ferris (Phase 1) and Lee; moved on to McKay, which will be followed by Grauer, Garden City and Kidd; no major issues; targeting substantial completion by September 2023; on budget.

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

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

- Design 90% complete under the project management of BC Housing with oversight and district coordination by SD38; construction to be undertaken as part of seismic upgrade project.

2. Mechanical System Upgrades

- Shop dust extraction system replacement at Matthew McNair Secondary awaiting equipment delivery (*2022/23 SEP - \$472,000*).
- HVAC digital controls replacements at Hugh McRoberts Secondary and Lord Byng Elementary 99% complete (*2022/23 CNCP - \$371,500*).
- Lab ventilation system upgrades at four secondary schools (A.R. MacNeill, H.J. Cambie, Matthew McNair) awaiting equipment delivery (*2022/23 SEP - \$252,730*).

3. Electrical System/Energy Upgrades

- LED lighting upgrade at R.A. McMath Secondary (*2022/23 SEP - \$547,287*) – refer to Facilities Services Branch Update Report

D. Minor Capital Projects (*less than \$1 Million, but of significance*)

- Awaiting equipment delivery on BC Hydro electrical service upgrade at Steves Elementary needed to accommodate new classroom ventilation system and modular childcare facility (*\$200,000*).
- Started work on SD38 Plumbing Upgrade Program: re-piping 39 existing designated drinking water stations (sinks, fountains, bottle fillers) with elevated lead levels to avoid having to flush daily and installing 12 handwashing sinks to service classrooms without sinks that currently use portable handwashing stations; aiming for Summer 2023 completion.

Frank Geyer, PEng, FMA

Executive Director, Facilities Services/Richmond Project Team

Report to the Facilities & Building Committee PUBLIC

DATE: February 1, 2023

FROM: Frank Geyer, Executive Director, Facilities Services/Richmond Project Team

SUBJECT: **Facilities Services Branch Update**

The following report is for information only. No further action on the part of the Facilities & Building Committee 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

Richmond Project Team Activities

- Putting finishing touches on the presentation to be made to the Board at its final orientation workshop; and
- Refer to separate reports on projects and planning updates.

Maintenance Activities

Highlights in the Maintenance Departments:

- Wrapping up work on 2022/2023 Facilities Renewal Program projects, funded by the Annual Facilities Grant;
- Developing list of projects for 2023/2024 Facilities Renewal Program, for submission to the Ministry in early March;
- Replacing the antiquated dust extraction system in the Millwork Shop, which will shut down that operation for 5-6 weeks; and
- Continuing work on preventative, scheduled and service call maintenance in Architectural, Mechanical, Electrical and Grounds Departments; as well as capital maintenance work (refer to projects update report).

Operations Activities

Highlights in the Operations & Rentals, Transportation, Assets & Safety, and Energy & Sustainability Departments:

Operations & Rentals

- Continuing to deal with the issue of rodents in our buildings – difficult with tougher regulations around rodenticides use and strength; advised schools to keep exterior doors closed and to keep any food stored in resealable plastic containers;
- Continue to implement recommendations contained in the Operations & Rentals Department independent review report;
- Continuing flooring inventory and audit; and
- Continuing custodial equipment inventory and replacement plan.

Transportation

- Independent consultant review of the Transportation Department is substantially complete and planned to be presented at the 01 March 2023 Facilities & Building Committee Public Meeting.

Energy and Sustainability

- Lighting upgrades in progress at McMath, Ferris, and Mitchell Elementary, estimated completion end-March; combined, all 3 projects will save 290,000 kWh per year, the equivalent of 26 residential homes - BC Hydro has provided \$32,000 in incentive funding for these 3 projects;
- High efficiency natural gas boiler upgrades done at Byng and Hamilton, and on-demand domestic hot water systems installed at Byng and Richmond Secondary - Fortis BC has provided \$24,000 in incentive funding for these 4 projects;
- Developing a Power BI dashboard in cooperation with Tech Services to provide schools with user-friendly energy and sustainability data; initial work with 2 pilot schools using solid waste diversion data, will expand to include all utility data;
- Working with HVAC team, in the midst of implementing the findings of the Continuous Optimization energy conservation measures at 10 sites - completion expected by July 2023; and
- Fleet electrification and infrastructure review in progress; looking at any required infrastructure upgrades at Facilities Services Centre to support white and yellow fleet electrification, and at Rideau Park to support the move of Tech Services and their Nissan Leaf fleet; also looking at how to provide workplace EV charging for employees, taking advantage of various incentive funding opportunities.

Frank Geyer, PEng, FMA

Executive Director, Facilities Services/Richmond Project Team



Child Care Development Advisory Committee

December 7, 2022

Held in hybrid format at Seedlings ECD Hub and via Zoom
7:00 PM

Members in Attendance: Chantelle Pereira (Chair), Jarrod Connolly, Gordon Surgeson, Aaron Manolo, Kevin Ching, William Tsai, Tania Lam, Diana Ma, Zolzaya Tuguldur, Elana van Veen, Karen Jensen, Rowena Raber, Chris Duggan (Staff Liaison).

Regrets: Jocelyn Wong, Carol Day (Council Liaison), Ken Hamaguchi (Trustee Liaison)

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 December 7, 2022 **CARRIED**

3. Approval of the Minutes

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

4. Guest Speaker/Presentation

None.

5. Correspondence

None.

6. Business Arising

None.

7. New Business

a. Provincial Announcements

The Government of Canada and the Province of British Columbia held a celebratory media event on Friday, December 2, 2022 at the Jewish Day School in Richmond. This event, which was attended by Prime Minister Trudeau, Premier Eby, Minister Gould, Minister Chen, Mayor Brodie and several City Council members, was in recognition of the additional child care fee reductions that came into affect for parents in BC on December 1, 2022.

b. Annual Report and Work Program

An annual report is being prepared that will outline the successes, achievements and activities of the committee for 2022. A draft work plan is also being prepared and will be brought to the committee in January for final discussion and approval. A short

questionnaire related to committee members experience in 2022 will be circulated and will enable all members to provide input into these two documents.

8. Reports

a. Sub-committee Reports

i. Advocacy Sub-committee

None.

ii. Child Care Month Sub-committee

None.

iii. Child Care Grants Sub-committee

Prior to the discussion of this agenda item two committee members; Ms. Jensen and Ms. van Veen, declared a conflict of interest and excused themselves from the meeting.

A summary of the 2023 Child Care Grant Program applications was presented by the Grants sub-committee to CCDAC. The Grants sub-committee outlined their recommendations for endorsement and a discussion took place.

Motion: That CCDAC endorse the funding recommendations as presented for the 2023 Child Care Grant Program. This item was carried without the presence of Ms. Jensen and Ms. van Veen. **CARRIED.**

Ms. Jensen and Ms. van Veen returned to the meeting.

b. City Reports

i. Council Liaison

Councillor Day shared four items with the Committee via email prior to the meeting. Information was shared regarding \$10 A Day Child Care, 2022 Environmental awards, a celebration at St Monica's Parish and tips for property owners to prepare for rain.

ii. Staff Liaison

a. New developments proposing Child Care Amenities

None.

b. Other Updates

Committee re-appointments are underway and selected applicants will be notified of Council's appointments by the end of 2022. It was recognized that Mr. Manalo, Mr. Connolly and Mr. Surgeson were participating in their final meeting with the committee and they were thanked for their service.

Construction at Hummingbird Child Care is complete and the facility has been transferred to the City.

School District Reports

i. School Board Liaison

No report.

ii. Community Updates

i. Richmond Children First

No report.

ii. Child Care Resource and Referral (CCRR) Update

No report.

9. Next Meeting

Next meeting will take place on January 4, 2023 at 7:00 pm via Zoom

10. Adjournment

The Committee Chair adjourned the meeting at 8:15 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 December 7, 2022.

via email

January 4, 2023

Chantelle Pereira
Chair

Date



January 4, 2023

Chris Duggan
Recorder

Date