

Facilities and Building Committee

Public Meeting Agenda

Wednesday, April 5, 2023 – 4:30 pm
via Zoom

<https://sd38.zoom.us/j/62942517764>

Passcode: 6000

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

1. Adopt Agenda

2. Approve Minutes

Public minutes from meeting held March 1, 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 Minutes held January 4, 2023 and February 1, 2023 attached.

7. Next Meeting Date – Wednesday, May 3, 2023 at 4:30 pm

8. Adjournment

Facilities and Building Committee
Public Meeting Minutes

Wednesday, March 1, 2023 - 4:30 pm
Via Zoom

Present:

Vice-Chairperson
Trustee Member
Trustee Alternate
Trustee
Trustee
Deputy Superintendent
Secretary Treasurer
Executive Director, Facilities Services/Richmond Project Team
President, Richmond Teachers' Association
2nd Vice-President, Richmond Teachers' Association
Representative, Richmond Management and Professional Staff
Past President, Richmond District Parents Association
Executive Assistant (Recording Secretary)

D. Tablotney
H. Larson
A. Wong*
R. Belleza
D. Yang
R. Ryan
C. Wang
F. Geyer
L. Baverstock
S. Wenglowski
J. Canlas
D. McFie
J. Coronel

Regrets:

Chairperson
President, Richmond Association of School Administrators

K. Hamaguchi
M. Murray

*Present for a portion of the meeting

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

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

1. Approval of Agenda

The agenda was adopted as circulated.

2. Approval of Minutes

Minutes from the February 1, 2023 meeting was approved as circulated.

3. Facilities Planning Update (standing item)

The Executive Director, Facilities Services/Richmond Project Team spoke to his report as included in the agenda package. He then responded to trustees' questions on portables and City Centre growth planning.

The President of Richmond Teachers' Association commented that use of portables is the reality but not an ideal solution to enrolment growth. She suggested that the board consider using secondary school facilities in a different way in the implementation of the Long Range Facilities Plan.

Trustee Wong joined the meeting at 4:38 pm.

4. Capital Projects Update (standing item)

The Executive Director, Facilities Services/ Richmond Project Team spoke to his report as included in the agenda package. There were no further questions or comments.

5. Facilities Services Update (standing item)

The Executive Director, Facilities Services/Richmond Project Team spoke to his report as included in the agenda package. He then responded to trustees' questions on Energy and Sustainability and student representation in the Richmond Sustainability Advisory Committee.

6. Minutes for Information

(a) CHILD CARE DEVELOPMENT ADVISORY COMMITTEE MEETING

Nil.

7. Next Meeting Date – Wednesday, April 5, 2023 at 4:30 pm

8. Adjournment

The meeting adjourned at 5:13 pm.

Respectfully Submitted,

Debbie Tablotney

Vice Chairperson, Facilities and Building Committee

Report to the Facilities & Building Committee PUBLIC

DATE: April 5, 2023
FROM: Frank Geyer, Executive Director, Facilities Services
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 Reference:

Priority 3: Optimized Facilities & Technology

Goal 2: The district's facilities are well-maintained, equitable, safe, and conducive to learning.

Discussions:

Major Items of note:

1. 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. We are also preparing documentation for an upcoming Board workshop on specific items contained in the LRFP, including possible resumption of Phase 2 of the Comprehensive Boundary Review.

2. Seismic Mitigation Program (SMP)

- a) Alfred B. Dixon Elementary – final Project Definition Report submitted for approval in early January recommending a full seismic upgrade. The Ministry of Education and Child Care (MECC) has advised that project approval can be expected by July 2023.
- b) John G. Diefenbaker Elementary - preparing documentation for the retention of consultants to assist the Planning Team in developing the Project Definition Report.

3. Childcare BC New Spaces Fund (NSF)

Received approval from MECC for 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). Currently executing the capital project agreements and preparing documentation for the procurement of the modular buildings.

4. Five-Year Capital Plan

Received the 2023/2024 Capital Plan Response from MECC on 09 March 2023. The following projects were supported:

Major Capital Projects

- Seismic Mitigation Program (SMP)
 - John G. Diefenbaker Elementary \$13,439,000

Minor Capital Projects

- School Enhancement Program (SEP)
 - Secondary School Dust Extraction System Replacement (Richmond) \$495,000
 - Secondary School Dust Extraction System Replacement (R.A. McMath) \$768,000
- Carbon Neutral Capital Program (CNCP)
 - Secondary School Lab Ventilation Safety Upgrades, Phase 2 (Hugh Boyd, Hugh McRoberts, J.N. Burnett, R.A. McMath, R.C. Palmer, Richmond): \$734,808
 - LED Lighting Upgrade (Hugh McRoberts Secondary, W.D. Ferris Elementary): \$636,000
 - Low Temperature Low Temperature Heating Retrofit and Hot Water Heater Replacement (Archibald Blair Elementary): \$64,000

The Planning Team is diligently at work preparing the 2024/2025 Five-Year Capital Plan, which will be due to MECC by 30 June 2023.

5. 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, two (2) more at Tomsett Elementary and one (1) more at Talmey Elementary over the next few months 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 MECC. A meeting with MECC capital management staff is being scheduled for late April to discuss the need for additional seats in the City Centre.

Respectfully Submitted,

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

Report to the Facilities & Building Committee PUBLIC

DATE: April 5, 2023
FROM: Frank Geyer, Executive Director, Facilities Services
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 (FBC) is required at this time.

Strategic Plan Reference:

Priority 3: Optimized Facilities & Technology

Goal 2: The district's facilities are well-maintained, equitable, safe, and conducive to learning.

Discussions:

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. Howard DeBeck Elementary Seismic Upgrade & Building Envelope Upgrade (\$18.5 Million)
 - Design underway; anticipating construction start of November 2023.
4. Archibald Blair Elementary Building Envelope Upgrade (approx. \$3.2 Million)
 - Shelf design 80% completed under the project management of BC Housing with oversight and district coordination by SD38; due to lack of available provincial funding, not expecting to start construction until 2024.
5. Alfred B. Dixon Elementary Seismic Upgrade (\$31.7 Million)
 - The project is working its way through Treasury Board and we have been advised to expect project approval by July 2023.
6. Manoah Steves Elementary and Maple Lane Elementary Childcare Facilities (\$1.5 Million each)
 - Modular building delivered and installed at Maple Lane; Steves delayed due to hold up with City as to building permit issuance.

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), Lee, McKay, Grauer and Garden City; moving on to Kidd, Blundell and Woodward; no major issues; targeting substantial completion by September 2023; on budget.

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

1. Mechanical System Upgrades

- Shop dust extraction system replacement at Matthew McNair Secondary underway – completion by August 2023 (2022/23 SEP - \$472,000).
- Lab ventilation system upgrades at four secondary schools (A.R. MacNeill, H.J. Cambie, Matthew McNair) underway – completion by August 2023 (2022/23 SEP - \$252,730).

2. 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).
- Work on SD38 Plumbing Upgrade Program well underway: 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.

Respectfully Submitted,

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

Report to the Facilities & Building Committee PUBLIC

DATE: April 5, 2023
FROM: Frank Geyer, Executive Director, Facilities Services
SUBJECT: **Facilities Services 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 Reference:

Priority 3: Optimized Facilities & Technology

Goal 2: The district's facilities are well-maintained, equitable, safe, and conducive to learning.

Discussions:

Richmond Project Team Activities

- Refer to separate reports on projects and planning updates.

Maintenance Activities

Highlights in the Maintenance Departments:

- Completed all work on 2022/2023 Facilities Renewal Program projects, funded by the Annual Facilities Grant;
- Finalized the list of projects for 2023/2024 Facilities Renewal Program, for submission to the Ministry in April;
- Nearing completion of the dust extraction system replacement in the Millwork Shop, which has shut down that operation for 8 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 – added temporary second pest control technician to deal with preventative measures and service calls;
 - Continuing to implement recommendations contained in the Operations & Rentals Department independent review report, including updating of procedural manual and transferring dispatch of casual custodian to the District Call Centre;
 - Continuing custodial equipment inventory and replacement plan.

- Transportation

- Planning to implement portions of the independent consultant review of the Transportation Department.

- Energy and Sustainability

- SD38 is registering to become a purveyor of low carbon fuel credits under the BC Greenhouse Gas Reduction (Renewable and Low Carbon Fuel Requirements) Act. This standard requires companies that produce fossil fuels in the province of British Columbia to decarbonize their production through increasingly more stringent standards via the purchase of credits. These credits are assigned by the Ministry of Energy, Mines, and Low Carbon Innovation, based on the kilowatt-hours used by organizations for displacing fossil fuel use.

Due to a change in the regulation in 2022, organizations that pay for the electricity, and not the organization that provides the electricity, receives these credits. Once registered, the EV chargers that are currently installed at the Board Office (2 x Level 2 chargers), and at the Facilities Services Centre (2 x DC chargers), become eligible to generate credits. For 2022, SD38 has provided enough electricity to generate 9 credits.

The majority of these credits, about 90% of the total, from the DC chargers, has displaced diesel (they charge our Type C electric buses). The Board Office is responsible for the remaining 10%, displacing gasoline. Low carbon credits that displace diesel have a higher value in the market than credits that displace gasoline. In total, we have generated 9 credits in 2022, with an average value of \$444 per credit. For 2023, with the upcoming installation of 8 networked Level 2 chargers to support the Tech Services EV fleet at Rideau Park and upgrading 2 of our existing Level 2 chargers at the Facilities Services Centre to networked versions, and a full calendar year of the DC chargers, we anticipate generating revenues from our EV charging on the order of \$10,000.

These credits are expected to continue to increase in value, as the requirements for low carbon fuel will continue to increase under the regulation. Selling the credits is generally done under the auspices of a credit aggregator (the aggregator receives a portion of the value of the credits for this service), of which there are many in the marketplace. SD38 will look at creating a tender for this role, to ensure we receive the best value for our credits.

- The Energy and Sustainability Team is planning for energy projects for the 2023/24 year. The largest project will be a LED lighting and controls upgrade at McRoberts Secondary, along with an elementary school. We are looking at the remaining elementary schools that are due for a LED upgrade to identify those that have the highest energy use. Additional work will involve Continuous Optimization of our building HVAC systems at 8 sites, and our regular work on behaviour change under the Energy Wise and Eco Wise programs.
- Lighting upgrades in progress at McMath, Ferris, and Mitchell Elementary - estimated completion late April; 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.

Respectfully Submitted,

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



Child Care Development Advisory Committee

January 4, 2023

Held via Zoom

7:00 PM

Members in Attendance: Chantelle Pereira (Chair), Kevin Ching (Vice-chair), William Tsai, Tania Lam, Diana Ma, Zolzaya Tuguldur, Elana van Veen, Karen Jensen, Rowena Raber, Vedrana Tomic, Joyce Lin, Chris Duggan (Staff Liaison).

Regrets: Harinder Mahli, Jocelyn Wong, Carol Day (Council Liaison), Heather Larson (Trustee Liaison)

1. Welcome, Introduction and Regrets

The Chair welcomed all committee members to the meeting. Introductions took place for the new members.

2. Approval of the Agenda

Motion: Approval of the Agenda for January 4, 2023 **CARRIED**

3. Approval of the Minutes

Motion: Approval of the Minutes of December 7, 2022 **CARRIED**

4. Guest Speaker/Presentation

None.

5. Correspondence

None.

6. Business Arising

None.

7. New Business

a. Annual Report and Work Program

The 2022 CCDAC Annual Report, which outlines the successes, achievements and activities of the committee for 2022 was presented. The 2023 CCDAC Work Program was also shared. Discussion took place.

Motion: Approval of the 2022 Annual Report **CARRIED**

Motion: Approval of the 2023 Work Program **CARRIED**

b. Election of Chair and Vice Chair

Ms. Pereira called for nominations for Chair of the Child Care Development Advisory Committee. Ms. Pereira were nominated. Ms. Pereira accepted the nomination and was appointed as Chair of the Committee by acclamation.

Ms. Pereira called for nominations for Vice-Chair of the Child Care Development Advisory Committee. Mr. Ching was nominated, accepted the nomination, and was appointed as Vice-Chair of the Committee by acclamation.

8. Reports

a. Sub-committee Reports

i. Advocacy Sub-committee

None.

ii. Child Care Month Sub-committee

None.

iii. Child Care Grants Sub-committee

None.

b. City Reports

i. Council Liaison

No report.

ii. Staff Liaison

a. New developments proposing Child Care Amenities

None.

b. Other Updates

Hummingbird Child Care Centre has been transferred to the City. The YMCA, who will operate this facility, will commence operations in the spring of 2023.

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 February 1, 2023 at 7:00 pm via Zoom

10. Adjournment

The Committee Chair adjourned the meeting at 7:45 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 January 4, 2023.

via email

March 1, 2023

Chantelle Pereira
Chair

Date



March 1, 2023

Chris Duggan
Recorder

Date



Child Care Development Advisory Committee

February 1, 2023

Held via Zoom

7:00 PM

Members in Attendance: Kevin Ching (Vice-chair), Tania Lam, Elana van Veen, Karen Jensen, Rowena Raber, Vedrana Tomic, Joyce Lin, Harinder Mahli, Jocelyn Wong, Carol Day (Council Liaison), Heather Larson (Trustee Liaison), Chris Duggan (Staff Liaison).

Regrets: Chantelle Pereira (Chair), Diana Ma, William Tsai, Zolzaya Tuguldur

1. Welcome, Introduction and Regrets

The meeting was chaired by Vice-Chair, Kevin Ching. The Vice-chair welcomed all committee members to the meeting. Introductions took place for the new members.

2. Approval of the Agenda

Motion: Approval of the Agenda for February 1, 2023 **CARRIED**

3. Approval of the Minutes

Approval of the Minutes of January 4, 2023 was deferred to next meeting.

4. Guest Speaker/Presentation

None.

5. Correspondence

None.

6. Business Arising

None.

7. New Business

None.

8. Reports

a. Sub-committee Reports

i. Advocacy Sub-committee

None.

ii. Child Care Month Sub-committee

A discussion took place regarding events to recognize Child Care Month in May of 2023. The CCDAC would like to explore a hybrid event that could allow for in person or virtual attendance by participants. Six members of CCDAC volunteered to form the

sub-committee to plan this year's event and will meet to generate ideas to bring them to the larger group in March. A Children's Art Exhibition will also be planned.

iii. Child Care Grants Sub-committee

None.

b. City Reports

i. Council Liaison

Councillor Day circulated a number of items for information prior to the meeting. These included the Richmond Art Awards, community dialogue regarding the concept of home and homelessness, the Children's art Festival, crime prevention Integrated Child and Youth teams, neighbourhood grants and several other items.

ii. Staff Liaison

a. New developments proposing Child Care Amenities

None.

b. Other Updates

The 2022 Update to the 2017-2022 Child Care Needs Assessment and Strategy is currently being prepared. A short presentation will be given at the March CCDAC meeting. Work is also underway for the development of a new 10 year child care strategy for Richmond. Additional details will be shared in upcoming meetings.

School District Reports

i. School Board Liaison

The Richmond School District has submitted applications to the Province of BC New Spaces Funding program for the addition of dedicated and licensed child care spaces at three schools. If funding is approved, these spaces will be constructed during seismic upgrades at each of the schools.

Richmond School District has been selected as a pilot site for a new program, Integrated Child and Youth Mental Health Teams (ICY's). These teams will support coordination and ease of access for mental health services and referrals for children and youth in Richmond.

ii. Community Updates

i. Richmond Children First

Planning is underway for the 2023 Kaleidoscope tour. This virtual event will familiarize frontline service providers with a range of services and supports available to Richmond families. Additional details will be shared with CCDAC once they are available.

The Richmond Kids website was also profiled to remind community members of the service finder tool, which helps direct families to appropriate resources to support their children's growth and development, and the community program and events calendar.

ii. Child Care Resource and Referral (CCRR) Update

The childcare resource and referral program provided 60 referrals to families looking for child care in January. Workshops have been offered in-house to child care facilities wanting a specific topic for their staff team specifically. A public workshop will be held

on the topic of Typical and Atypical Speech Development. Additional information on all of the workshops offered through childcare resource and referral can be found on the website.

9. Next Meeting

Next meeting will take place on March 1, 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 February 1, 2023.

via email

March 1, 2023

Kevin Ching
Vice Chair

Date



March 1, 2023

Chris Duggan

Date