

Facilities and Building Committee

Public Meeting Agenda

Wednesday, October 2, 2024 – 4:30 pm
via Zoom

<https://sd38.zoom.us/j/64004224020>

Passcode: 6000

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

- 1. Adopt Agenda**
- 2. Approve Minutes**
Public minutes from meeting held September 4, 2024 attached.
- 3. Facilities Planning Update (standing item)**
Report from the Director, Richmond Project Team attached.
- 4. Capital Projects Update (standing item)**
Report from the Director, Richmond Project Team attached.
- 5. Facilities Services Update (standing item)**
Report from the Director, Facilities Services attached.
- 6. Minutes for Information**
 - (a) Child Care Development Advisory Committee Meeting**
Minutes of Meeting held June 5, 2024 attached.
- 7. Next Meeting Date – November 6, 2024 at 4:30 pm**
- 8. Adjournment**

Facilities and Building Committee
Public Meeting Minutes

Wednesday, September 4, 2024 - 4:30 pm
Via Zoom

Present:

Vice Chairperson	D. Tablotney
Trustee Member	H. Larson
Trustee Alternate	D. Sargent
Trustee	A. Wong
Secretary Treasurer	C. Wang
Director, Richmond Project Team	S. Ahluwalia
Director, Facilities Services	K. Wilkins
Director of Instruction, Learning and Business Technologies	W. Walker
President, Richmond Teachers' Association	L. Baverstock
2nd Vice President, Richmond Teachers' Association	F. Marsic
3rd Vice President/Pro-D Chair, Richmond Teachers' Association	J. Cho
President, Richmond District Parents Association	C. Huang
Vice President, Richmond Association of School Administrators	A. Goulas
President, Canadian Union of Public Employees Local 716	S. Robinson
Executive Assistant (Recording Secretary)	T. Lee

Regrets:

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

The Richmond Board of Education acknowledged and thanked the First Peoples of the hən̓q̓əmiñəḥ 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 June 5, 2024 meeting was approved as circulated.

3. Facilities Planning Update (standing item)

The Director, Richmond Project Team spoke to his report, which is included in the agenda package.

The Vice Chairperson then introduced the Committee members as this is the first meeting of the new school year.

A trustee then thanked staff for monitoring the Local Government Act amendments and requested the Board's involvement in the City of Richmond Official Community Plan.

4. Capital Projects Update (standing item)

The Director, Richmond Project Team highlighted the ongoing and completed capital projects, which is included in the report in the agenda package.

Trustees then commented on the great work that's been done in the district. The Director, Richmond Project Team then responded to a trustee's question about replacing the wood shop dust extraction systems and, in response to a question from the 2nd Vice President, Richmond Teachers' Association, also provided details on training for the new systems.

Staff then responded to a trustee's question regarding the childcare facilities program and its operations.

5. Facilities Services Update (standing item)

The Director, Facilities Services spoke to his report as included in the agenda package, highlighting summer maintenance and operations work, and presented a slideshow on the 2024 summer projects. Trustees thanked the Director, Facilities Services for the report and the slideshow. He then responded to various trustees' questions including facilities services staffing and exterior line painting.

The 2nd Vice President, Richmond Teachers' Association thanked the Director, Facilities Services for the detailed update and acknowledged teachers' appreciation for the improvements made to the buildings. The Director, Facilities Services and the Director of Instruction, Learning and Business Technologies then responded to his questions about security upgrades and video surveillance in schools.

The President, Richmond District Parents Association (RDPA) thanked the Director, Facilities Services and facilities services staff for all their work. The Director, Facilities Services then responded to various questions from the President, RDPA regarding funding for rainbow crosswalks, signage for the Burnett parking lot, and smoke alarms in bathrooms. The Director of Instruction, Learning and Business Technologies then provided additional details on the phases of installing video surveillance in schools following a question from the President, RDPA.

6. Minutes for Information

(a) Child Care Development Advisory Committee Meeting

Minutes of Meeting held May 1, 2024 were attached for information.

7. Next Meeting Date – October 2, 2024 at 4:30 pm

8. Adjournment

The meeting adjourned at 5:26 pm.

Respectfully Submitted,

*Debbie Tablotney
Vice Chairperson, Facilities and Building Committee*

DRAFT

Report to Facilities and Building Committee (Public)

DATE: October 2, 2024

FROM: Steve Ahluwalia, Director, Richmond Project Team
Umur Olcay, Manager, Facilities Planning
Joseph Balderston, Assistant 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 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

City Centre Area Elementary Schools

The District Long Range Facilities Plan provides the framework for new schools and school expansions to accommodate enrolment growth projections within the City Centre. To accommodate the enrolment growth in city centre, two new city centre schools are required with the first school targeted to open in September 2029, and the second new school targeted to open by September 2033. The Richmond Project Team is working closely with City of Richmond on designating new school site locations in the Official Community Plan and City Centre Area Plan.

Local Government Act Amendments

The Provincial Government introduced housing legislation in Fall 2023 amending the Local Government Act (LGA) in efforts to increase housing supply province-wide.

In June 2024, to meet legislative requirements, the City of Richmond:

- Adopted a bylaw designating Transit-Oriented Areas (TOA's) with provincially prescribed minimum height and density provisions affecting lands within 800 meter of the City Centre's five Canada Line Stations; and
- Rezoned close to 27,000 single-family and duplex lots throughout the City to allow for Small-Scale Multi-Unit Housing (SSMUH). As directed by provincial legislation, SSMUH zoning permits:
 - 3 dwellings units on lots that are 280m² or less
 - 4 dwelling units on lots that are larger than 280m²
 - 6 dwelling units on lots that are larger than 281m² and within 400 m of a frequent service bus stop (i.e., daytime service every 15 minutes).

School District staff are closely monitoring the impact of housing legislation on the location and timing of housing developments to consider the potential impact on enrolment growth patterns across the District and long-term needs for school facilities.

City of Richmond Official Community Plan (OCP) Update

The City of Richmond intends to update their OCP by December 2025 to align with recently introduced housing legislation. The Richmond Project Team is working closely with the City of Richmond to ensure that the updated OCP strengthens our ongoing collaboration to support an appropriate level of facility expansion and enhancement.

Long Range Facilities Plan (LRFP) Update

The Richmond Project Team continues to update the LRFP targeted for completion in Fall 2024 with potential Board approval in early 2025. Considerations for the next revision of the LRFP include:

- Updated demographic and housing growth trends, aligned with the upcoming OCP update;
- Emerging Childcare policies resulting from continued integration of Child Care with the Ministry of Education;
- Alignment with updated Metro Vancouver Regional Growth Strategy adopted in February 2023; and
- Updated City Centre Growth Strategy, with growth needs identified for elementary schools, including school expansions and new schools.

Steve Ahluwalia, PEng, MBA

Director, Richmond Project Team

Umur Olcay, RPP, ALEP

Manager, Facilities Planning

Joseph Balderston, RPP, MCIP

Assistant Manager, Planning

Report to Facilities and Building Committee (Public)

DATE: October 2, 2024
FROM: Steve Ahluwalia, Director, 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. John Diefenbaker Elementary Seismic Replacement (\$52.61M)
 - Design has commenced. Project Design Advisory Committee meeting was held on September 9, 2024.
2. Howard DeBeck Elementary Seismic Upgrade & Building Envelope Upgrade (*\$18.5 Million*)
 - Construction commenced in early May 2024. We are currently on track for the budget and schedule.
3. Alfred Dixon Elementary Seismic Upgrade (*\$31.2 Million*)
 - Construction started in June 2024. We are currently on track for the budget and schedule.
4. Samuel Brighthouse Building Addition (\$9.0 Million)
 - Completed, final minor refinement in progress.
5. Cook Building Addition (\$7.5 Million)
 - Completed, final minor refinement in progress.
6. Talmey Elementary Building Addition (\$9.5 Million)
 - Building permit planned to be submitted to the City in October 2024.
 - Project Design Advisory Committee meeting was held on September 24, 2024.
7. Childcare Facility – Spul'u'kwuks (\$1.98 Million)
 - The facility is expected to accommodate approximately 50 children total for the daycare and before & after care program.

- Project Design Advisory Committee meeting was held on September 16, 2024.
 - Expected completion in September 2025, on budget.
8. Childcare Facility – Garden City (\$1.98 Million)
- The facility is expected to accommodate approximately 50 children total for the daycare and before & after care program.
 - Project Design Advisory Committee meeting was held on September 12, 2024.
 - Expected completion in September 2025, on budget.

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

1. Wood shop dust extraction system replacements at McMath Secondary and Richmond Secondary are completed (2023/24 SEP: \$768,000 + \$495,000). Both projects are undergoing remediation of deficiencies.
2. Building Envelope Replacement at Blair Elementary was completed in September 2024, on budget. The project is undergoing remediation of deficiencies.

Steve Ahluwalia, PEng, MBA
Director, Richmond Project Team

Report to Facilities and Building Committee (Public)

DATE: October 2, 2024
FROM: Kristopher Wilkins, 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 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

Minor Capital Projects 2024/25

- The 2024/25 Facilities Renewal Program (FRP) is underway, primarily funded by the Annual Facilities Grant (AFG), School Enhancement Program (SEP) and Carbon Neutral Capital Program (CNCP) (total \$8.1 Million).
 - Palmer, Brighthouse, and Blundell LED Upgrades (CNCP & AFG): working through deficiency lists at all 3 sites. Completing commissioning and controls programming. Estimated project completion of all 3 sites is mid-October;
 - Grauer gym renewal is complete (AFG): new resilient floor, new basketball equipment, new sound absorption panels, and a complete re-paint of gym and stage;
 - General Currie Heritage building exterior re-paint complete (AFG);
 - Fire alarm and security upgrade projects (AFG): Completed 70% of the security upgrade projects for this year, and 80% of the fire alarm device upgrades at 11 schools;
 - HVAC system and boiler upgrades in SBO, Boyd and FSC (AFG): All work completed, with minor deficiencies being addressed now;
 - DDC heating controls upgrade project (AFG): School Board Office and Kingswood are complete, Errington and McNeely are at the commissioning and verification stage, Thompson is starting installation with Talmey and Palmer to follow;
 - MacNeill chiller replacement (SEP) is underway, new equipment is expected in December;
 - Thompson playground (PEP) and Brighthouse playground (capital) installations are complete; and
 - Roofing projects (AFG) are complete at General Currie, Thompson, Kilgour and Lee.

Maintenance Activities

Highlights in the Maintenance Departments:

- Paint Department has been completing the last of their exterior painting projects including the re-paint of the three courtyards at Kingswood, painting of the Board Office 1st floor concrete band and ramp/stairs, exterior doors at Woodward, and supporting the completion of projects by other departments;
- Carpentry Department completed the renovation of the Blundell washroom, the expansion of the accessible washroom at McRoberts including a new lift, the conversion of an office and phone room at Rideau Park into a larger office, and completed numerous maintenance service requests;
- Grounds Department has been very busy supporting schools with numerous service requests for large furniture moves, deliveries, and large item pickups for disposal, while also balancing ongoing maintenance of our sites (grass cutting, tree pruning, fall protection top-ups, etc.);
- Grounds completed the installation of new playground borders and woodchips (fall protection) in the new playgrounds at Thompson and Brighthouse, and these playgrounds are now open for use;
- Grounds also completed the installation of four mud kitchens at Anderson, Mitchell, Kingswood and Wowk;
- Electrical Department has shifted from summer projects to focusing on responding to service requests from schools, and completing Fall preventative maintenance and testing of fire alarm systems and transformer/high voltage vault servicing;
- Plumbing Department has been focused on completing the repairs to the science wing plumbing at Palmer and supporting the mold remediation project in the crawlspace. A new project in summer 2025 will aim to address the long term ventilation and access concerns to the science wing crawlspace;
- HVAC Department completed the replacement of five furnaces in portables, and successfully completed boiler start up at all sites. Focus is now shifting to regular preventative maintenance and service requests from schools; and
- Continuing work on preventative, scheduled and service call maintenance in the Architectural, Finishes, Mechanical, Electrical and Grounds Departments across all District Sites.

Operations Activities

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

- Operations & Rentals
 - Operations department has transitioned into their regular routine of servicing our buildings after regular school hours. They are in the process of hiring five new sub custodians to replace staff who have retired or resigned;
 - Preparing and organizing staffing for the provincial election on advance voting days and the final voting day on October 19. Four secondary school gyms are being used for advance voting, all 10 secondary and 22 elementary school gyms are being used on final voting day;
 - Started preparations and coordination with the City for Halloween, focusing on the protection of

- our sites and buildings;
- Hired a new evening Operations Foreperson, bringing the Operations Department leadership up to full strength; and
- The custodial staff continues to focus on providing a safe and healthy learning environment for the students and staff of the Richmond School District.
- *Transportation and Assets*
 - New bus schedule is in place and running smoothly, with a good complement of relief bus drivers and aides available to cover absences;
 - All new bus drivers and aides are being scheduled to complete their required first aid courses; and
 - A Transportation team building Pro-D was held on September 20, topics included reviewing the new schedule and routes, student binders, and discussion on the new format of their start up meeting.
- *Energy and Sustainability*
 - FSC Electrical Infrastructure Upgrade: working with BC Hydro transformer designers on the next phase of the project, a separate connection from the transformer including meter to feed the EV power kiosk. Expecting the connection work to occur in March 2025, before the arrival of the two new electric buses;
 - Working on implementing the energy conservation measures identified in the 2023/24 school year Continuous Optimization studies with the HVAC and electrical teams, as well as planning for the next set of investigations in 2024/25;
 - Waste Audit contract for schools has been signed. Will conduct audits with school participation at Richmond Secondary, MacNeill, Cambie, Steves, Tomsett, Brighthouse, Errington, and Ferris. The elementary school audits will take place between October 2024 and January 2025, with the secondary school audits between January and February 2025;
 - Working on a pilot project with two secondary school catering contractors, and the McNair culinary arts program, to replace single use items with recyclable versions. The pilot project will sell food using the recyclable versions, that would be collected by a third-party company that would collect the used containers and bring them back to their facility for recycling. The catering contractors would then order replacement items from the third-party company. This would meet Vancouver Coastal Health Regulations for safe food handling, while diverting a significant portion of garbage waste from catering away from landfill;
 - Working with the Teacher-Consultant, Science and Sustainability to provide individualized monthly updates to schools on their energy and sustainability metrics (electricity and natural gas consumption, water use, GHG emissions, and solid waste statistics). This information will be in the form of the monthly Sustainability newsletter. Metrics will be designed in a manner that aligns with the curriculum happening at that point in the school year. Included will also be how each school compares to other similar schools (e.g., an elementary school will get their metrics as well as an aggregate look at all other elementary schools);
 - Eco Wise grant applications were sent out to all schools, with a deadline of October 31 to

- reply. These grants will fund a number of school-specific sustainability initiatives; and
- Supporting the Richmond Project Team in the design of the Diefenbaker Replacement Project, bringing Clean BC, BC Hydro, and Fortis BC funding to study the potential for upgrading from standard BC Building Code requirements to meet DSCAP goals for GHG reductions, energy efficiency, and EV readiness.

Kristopher Wilkins, BEng
Director, Facilities Services

Summer 2024 Projects Part 2

Facilities and Building Committee - October 2, 2024

Kristopher Wilkins, B.Eng

Grauer Gym renewal



Grauer Gym renewal



McRoberts
Expanded
Accessible
Washroom



Wowk
New mud
kitchen and
dig pit



RICHMOND
SCHOOL DISTRICT NO. 38

Thompson New Playground



RICHMOND
SCHOOL DISTRICT NO. 38

Brighthouse
New Playground

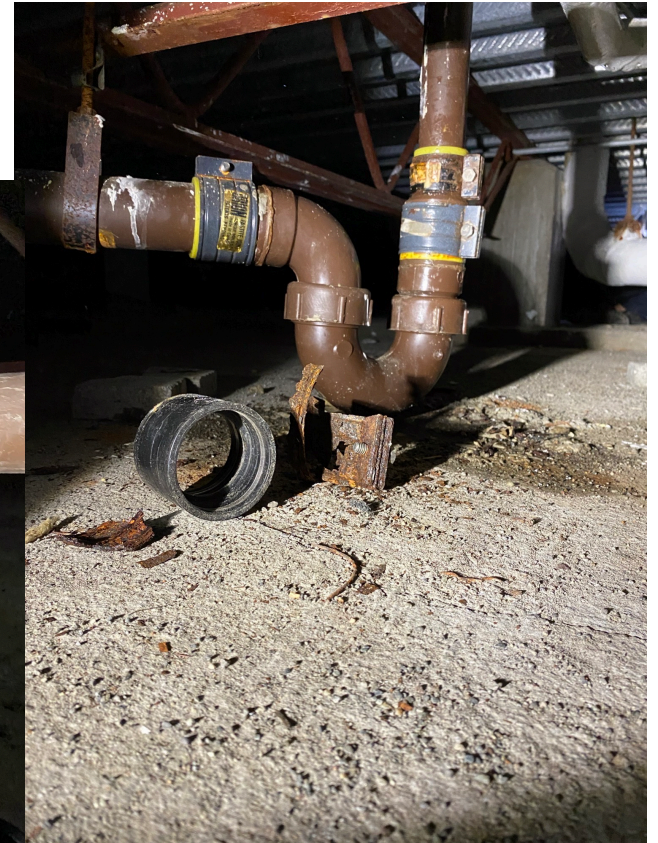


RICHMOND
SCHOOL DISTRICT NO. 38

Portables
Typical new
furnace



Palmer
Science Wing
sink pipe repairs



RICHMOND
SCHOOL DISTRICT NO. 38

RICHMOND

SCHOOL DISTRICT NO.38

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Child Care Development Advisory Committee

June 5, 2024

7:00 PM

Virtual

Members in Attendance: Chantelle Pereira (Chair), Kevin Ching (Vice- Chair), Elana van Veen, Tiffany Mallen (Recording Secretary), Diana Ma, Chris Duggan (Staff Liaison), Heather Larson (Trustee Liaison), Tania Lam, Maryam Bawa, Jocelyn Wong, Karen Jensen, Harinder Mahli, Joyce Lin, Maho Kawasaki, Geovany Cheng.

Regrets: Vedrana Tomic, Carol Day (Council Liaison).

1. Welcome, Introduction and Regrets

The Chair welcomed two new members to the Committee, Maho Kawasaki and Geovany Cheng.

2. Approval of the Agenda

Motion: Approval of the Agenda for June 5, 2024.

CARRIED

3. Approval of the Minutes

Motion: Approval of the Minutes of May 1, 2024.

CARRIED

4. Guest Speaker/Presentation

An update was presented on the Draft Child Care Strategy 2024-2034 which is scheduled to be presented to Council in June. The presentation included an overview of the 2021 Census data for Richmond by planning area and child care space data by planning area, comparing population with number of child care spaces.

5. Correspondence

A request was made by the Canadian Federation of University Women to present information on the new Draft Child Care Strategy. Ms. Duggan met with this group in May and presented information related to the new Draft Child Care Strategy.

6. New Business

It was highlighted that there are a number of actions within the within the 2021-2031 Richmond Child Care Action Plan which will be identified as priority actions for the committee for the remainder of 2024. One of these actions is to develop a child care decision-making tool from the 2021-2031 Richmond Child Care Action Plan (Action 2.6).

7. Reports

a. Sub-committee Reports

i. Advocacy Sub-committee

The Draft Child Care Strategy includes a number of advocacy actions to be undertaken over the next 10 years, there will therefore be a number of items for the advocacy sub-committee to progress in the near future.

ii. Child Care Month Sub-committee

Ms. Mallen thanked everyone who volunteered to help at the Child Care Symposium in May, it was much appreciated.

Child Care Resource and Referral have collected feedback from the event and summaries of this and the art exhibition will be shared ahead of the Committee's next meeting.

iii. Child Care Grants Sub-committee

The 2024 Child Care Professional and Program Development Grant applications (second intake) were approved by Council last month. Aspire Richmond and Richmond Cares Richmond Gives were both awarded grants.

b. City Reports

i. Staff Liaison

Nothing further.

a. School District Reports

i. School Board Liaison

Child care spaces will become available at different schools later this year; Whiteside Elementary will have before and after school care and is expected to be completed by September 2024. McKinney Elementary and the Adult Education Centre are also due to open for September 2024.

Applications for New Spaces Funding for child care facilities have been made for Spul'u'kwuks and Garden City Elementary.

8. Community Updates

i. Richmond Children First

A Richmond Children First meeting is being arranged for before summer break and updates will follow in the September meeting.

ii. Child Care Resource and Referral (CCRR) Update

The child care breakfast in May with Vanessa Lapointe was very successful. CCRR are now offering Saturday hours and are open from 1pm until 5pm. The Early Years Library is open and staff are available to

respond to inquiries. Wednesday hours have also changed and CCRR is now open until 6pm.

9. Next Meeting

The next meeting will take place on September 4, 2024 at 7 p.m. (virtually)

10. Adjournment

The Committee Chair adjourned the meeting at 7:55p.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 June 5, 2024.

[Redacted Signature]

Chantelle Pereira, Chair

September 4, 2024
Date

[Redacted Signature]

Tiffany Mallen, Recording Secretary

September 4, 2024
Date