

## Facilities and Building Committee

### Public Meeting Minutes

Wednesday, February 5, 2025 - 4:30 pm  
Via Zoom

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**Present:**

Chairperson	K. Hamaguchi
Vice Chairperson	H. Larson
Trustee Member	R. Belleza
Trustee	A. Wong
Superintendent of Schools	C. Usih
Secretary Treasurer	C. Wang
Assistant Superintendent	R. Laing
Director, Richmond Project Team	J. Ho
Director, Facilities Services	K. Wilkins
Director of Instruction, Learning and Business Technologies	W. Walker
Manager, Facilities Planning	U. Olcay
Assistant Manager, Facilities Planning	J. Balderston
President, Richmond Teachers' Association	L. Baverstock
3rd Vice President/Pro-D Chair, Richmond Teachers' Association	J. Cho
President, Richmond District Parents Association	C. Huang
Vice President, Richmond District Parents Association	A. Gong
President, Richmond Association of School Administrators	N. Widdess
Vice President, Richmond Association of School Administrators	A. Goulas
Representative, Richmond Management and Professional Staff	J. Canlas
Executive Assistant (Recording Secretary)	T. Lee

The meeting was called to order at 4:31 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.

The Chairperson acknowledged that this is the Director of the Richmond Project Team's first official week in the role, and the Chairperson invited him to introduce himself.

**1. Approval of Agenda**

The agenda was adopted as circulated.

**2. Approval of Minutes**

Minutes from the January 8, 2025 meeting was approved as circulated.

### **3. Facilities Planning Update (standing item)**

The Director, Richmond Project Team noted that the report was included in the agenda package.

The Manager, Facilities Planning then responded to a trustee's question on enrolment projection at the Cambie and Hamilton area and noted staff are doing a preliminary review of school boundaries.

The Manager, Facilities Planning then responded to a question from the President, Richmond Teachers' Association regarding changes in enrolment projections due to recent federal government immigration policy changes.

### **4. Capital Projects Update (standing item)**

The Director, Facilities Services provided an update on the major capital projects.

Discussion then ensued regarding economic concerns from the government, focusing on the challenges and uncertainties arising from the current circumstances.

The Director, Facilities Services then responded to questions from trustees including construction on projects during extreme weather and emergency preparedness planning for child care facilities.

### **5. Facilities Services Update (standing item)**

The Director, Facilities Services spoke to his report and highlighted the Blair Building Envelope Project, noting the utility usage savings achieved following the upgrade.

He then responded to questions from trustees and the President, Richmond District Parents Association regarding the new Transport Canada requirement to install exterior cameras, as well as the associated costs and timeline for installations.

He also addressed a question from the President of the Richmond Teachers' Association regarding rodents, noting that compared to previous years, there have been no complaints or significant issues. While some service requests have been submitted, pest control is addressing them promptly and consistently.

Following a question from a trustee regarding the increased applications for bus services, the Secretary Treasurer noted that staff are in the early stages of reviewing bus riders, in accordance with board policy. At this time, the plan is not yet finalized, but information will be brought to the board in April.

### **6. Video Surveillance**

The Director of Instruction, Learning and Business Technologies provided an update on the progress of the secondary school video surveillance installations. She noted that all projects, across the ten secondary schools, are expected to be completed by summer 2025.

Following questions from trustees, Assistant Superintendent Laing noted the board approved one-time funding for the video surveillance project, which is intended specifically for secondary schools. He noted that any potential proposal to seek additional funds for elementary schools would be a separate process, as the current funding is allocated for secondary schools. He also addressed concerns regarding cameras inside washrooms and changerooms, stating that such installations are

both prohibited and illegal. He emphasized that board policy and regulations clearly specify that video surveillance should not be used in areas where private activities or functions are routinely carried out.

The Director of Instruction, Learning and Business Technologies then responded to questions from the President and Vice President of Richmond District Parents Association, addressing the locations of surveillance cameras in secondary schools and clarifying who has access to view the video footage.

Following a question from the President, Richmond District Parents Association, the Secretary Treasurer noted that the budget for the video surveillance project, approximately \$400,000, was approved by the board in 2019 as a capital project. She further stated that staff will carry out the work within the approved budget.

**7. Minutes for Information**

**(a) Child Care Development Advisory Committee Meeting**

Minutes of Meeting held December 4, 2024 were attached for information.

**8. Next Meeting Date – March 5, 2025 at 4:30 pm**

**9. Adjournment**

The meeting adjourned at 5:13 pm.

*Respectfully Submitted,*

*Ken Hamaguchi  
Chairperson, Facilities and Building Committee*