

Facilities and Building Committee

Public Meeting Agenda

Wednesday, May 7, 2025 – 4:30 pm
via Zoom

<https://sd38.zoom.us/j/67294870246>

Passcode: 6000

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

- 1. Adopt Agenda**
- 2. Approve Minutes**
Public minutes from meeting held April 2, 2025 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 March 5, 2025 attached.
- 7. Next Meeting Date – June 4, 2025 at 4:30 pm**
- 8. Adjournment**

Facilities and Building Committee

Public Meeting Minutes

Wednesday, April 2, 2025 - 4:30 pm
Via Zoom

Present:

Chairperson
Vice Chairperson
Secretary Treasurer
Director, Richmond Project Team
Director, Facilities Services
President, Richmond Teachers' Association
2nd Vice President, Richmond Teachers' Association
3rd Vice President/Pro-D Chair, Richmond Teachers' Association
Vice President, Richmond District Parents Association
President, Richmond Association of School Administrators
Representative, Richmond Management and Professional Staff
Executive Assistant (Recording Secretary)

K. Hamaguchi
H. Larson
C. Wang
J. Ho
K. Wilkins
L. Baverstock
F. Marsic
J. Cho
A. Gong
N. Widdess
J. Canlas
T. Lee

The meeting was called to order at 4:30 pm.

The Richmond Board of Education acknowledged and thanked the First Peoples of the hən̓q̓əmin̓əm̓ 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 March 5, 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. He then responded to a trustee's question regarding a new school in the Queensborough and Hamilton Area.

4. Capital Projects Update (standing item)

The Director, Richmond Project Team noted that the report was included in the agenda package. A trustee then shared that, as the trustee liaison for Diefenbaker Elementary, she met with the principal, who expressed gratitude and respect for the sensitive work being done by the school and district staff on the seismic replacement project.

5. Facilities Services Update (standing item)

The Director, Facilities Services noted that the report was included in the agenda package. The Director, Facilities Services then responded to a question from the President, Richmond Teachers' Association regarding an update on the concern raised at the last Committee meeting about washroom access at Richmond Secondary. He noted that a meeting will be held next week, with communication to follow afterward.

The Vice President, Richmond District Parents Association (RDPA) noted that a letter was submitted by the President, RDPA regarding cooling systems at Spul'u'kwuks and Garden City Elementary. The Secretary Treasurer emphasized the district's on-going advocacy for additional funding, including air conditioning, through the Annual Facilities funding envelope provided by the Ministry. She also noted that beyond funding constraint, older school buildings present additional challenges due to insufficient electrical capacity needed to support air conditioning projects. The Director, Facilities Services added that all buildings have mechanical ventilation. Discussion followed on advocacy at the provincial level.

6. Minutes for Information

(a) Child Care Development Advisory Committee Meeting

Minutes of Meeting held February 5, 2025 were attached for information.

7. Next Meeting Date – May 7, 2025 at 4:30 pm

8. Adjournment

The meeting adjourned at 4:43 pm.

Respectfully Submitted,

*Ken Hamaguchi
Chairperson, Facilities and Building Committee*

Report to the Facilities and Building Committee (Public)

DATE: May 7, 2025

FROM: Jonathan Ho, 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

1. Long Range Facilities Plan (LRFP) Update

The 2025 LRFP was adopted by the Board of Education on March 12, 2025, after a thorough public engagement process with the Richmond community to gather feedback on the concepts, issues and strategies related to district facilities planning.

The adopted 2025 LRFP incorporates feedback received throughout the public engagement process and is accessible on the school district website.

Strategic recommendations in the adopted 2025 LRFP consider, but are not limited to, the following:

- 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 Capacity Expansion Strategy, with growth needs identified for elementary schools, including school expansions and new schools.

2. 2026-2027 Five Year Capital Plan

The Planning Team is preparing the 2026-2027 Five Year Capital Plan, due to the Ministry of Education and Child Care by the end of June 2025. The Five Year Capital Plan will include updated enrolment projections and project cost estimates. The Capital Plan will align with the capacity expansion strategies to accommodate growth in the City Centre and Hamilton Areas in the updated Long Range Facilities Plan.

3. 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, in combination with expansions to existing schools.

*Jonathan Ho, M.Eng., MBA, P.Eng., CEM, CBCP, PMP
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: May 7, 2025
From: Jonathan Ho, 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)
 - Detail design is in progress, drawings are 70% complete.
 - Pre-permit meeting with City complete.
 - Covenant to neighbours are required by City.
 - Condition survey to adjoining neighbourhood properties and sanitary lines in progress.
 - Pre-construction meeting for geotechnical works with City complete. Geotechnical works including densification and pre-loading will start in May 2025.
 - Building permit submission will be made in May 2025.
 - Construction works planned to start in January 2026.
 - Expected project completion in May 2028, on budget.
2. Howard DeBeck Elementary Seismic Upgrade & Building Envelope Upgrade (\$18.5 Million)
 - Construction commenced in early May 2024.
 - Phase 1, Phase 2 (Gym) and Phase 3 (3 classrooms) are completed and occupied. Phase 2a (Multi-Purpose Room) is expected to be completed in May 2025.
 - Phase 4 (3 classrooms) commenced in early April and will complete by end of August.
 - Expected project completion in December 2025, on budget.
3. Alfred Dixon Elementary Seismic Upgrade (\$31.2 Million)
 - Construction started in June 2024.
 - Building permit amendment approved by City mid-January 2025.
 - Original Phase 1 work (south wing classroom block) completed and a total of 15 classrooms

- were successfully moved in and out of swing spaces over Spring Break as planned.
 - Portion of Phase 5 work (Covered Play Area, Resource Room) moved to Phase 1 in December 2024 still underway.
 - Phase 2 work (west wing classroom block) underway and scheduled for completion in August 2025.
 - Expected project completion in May 2026, on budget.
4. Tomsett Building Addition (\$13.5 Million)
 - Building permit application was approved on April 25, 2025.
 - Preparation site works and mobilization started from early April 2025.
 - Phase 1 power upgrade with BC Hydro was completed on March 28th. It will be continued after the metering kiosk installation in May/June.
 - Full scale construction works started on Apr 28th.
 - Modular delivery process to start from May 28th, expected to complete in June 2025, utilities connections, civil works completion by mid-August 2025.
 - Furniture delivery is planned for late August 2025.
 - Targeted project completion is Fall 2025, on budget.
 5. Talmey Elementary Building Addition (\$9.0 Million)
 - Building permit was submitted in September 2024, and was approved on January 15, 2025.
 - Site works started on January 27, 2025.
 - Modular units delivered in April 2025, installation works are expected to complete by June 2025.
 - Civil works and utilities works are in progress, they are expected to complete by July 2025.
 - Furniture procurement in progress.
 - Expected project completion in September 2025, on budget.
 6. Samuel Brighthouse Building Addition (\$9.0 Million)
 - Completed, wrapping up work on post construction extra work.
 7. Cook Building Addition (\$7.5 Million)
 - Completed, wrapping up work on post construction extra work.
 8. 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.
 - Building permit was approved on January 30th, 2025.
 - Site works started on February 1st 2025.
 - Modular units delivery and installation completed on March 14th.
 - Stairs and ramps installed in March 2025.
 - Site works, utilities connection, landscaping are expected to complete by May 2025.
 - Working with the City to provide for the new hydrant installation by June 2025.
 - Substantial project completion estimated in June 2025, if hydrant installation is completed.

- Expect will be ready for occupancy in September 2025, on budget.

9. 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.
- Building permit was submitted in August 2024, and was approved on January 15, 2025.
- Site works started on January 22, 2025.
- Modular units delivered and installation works are completed.
- Appliance procurement in progress.
- Outdoor works for water main upgrade and utility connection works completed in April 2025.
- Connection works is expected to complete by May 2025.
- Substantial completion in June 2025
- Expect to be ready for occupancy in July 2025, on budget.

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

1. Building Envelope Replacement at Blair Elementary was closed in March 2025.

Jonathan Ho, M.Eng., MBA, P.Eng., CEM, CBCP, PMP
Director, Richmond Project Team

Report to Facilities and Building Committee (Public)

Date: May 7, 2025
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 2025/26 Facilities Renewal Program (FRP) is now underway, primarily funded by the Annual Facilities Grant (AFG), School Enhancement Program (SEP) and Carbon Neutral Capital Program (CNCP) (total \$7.9 Million).
 - Please see the attached project listing and estimated costs in Appendix A.
 - DDC heating controls upgrade project (AFG): School Board Office, Kingswood, Errington, Thompson, McNeely, Talmey and Palmer are complete. Sea Island is in construction and Steveston-London is in final design review, with completion of all work by the end of June 2025.

Maintenance Activities

Highlights in the Maintenance Departments:

- Submission is complete for Annual Facility Grant (AFG) projects to the Ministry of Infrastructure for the 2025/26 budget year;
- Grounds Department continued to work on fall protection top-ups at playgrounds and jump pit sand refills across the District, completed the installation of garden beds and a new jump pit at Brighthouse and Cook (relocated due to new Modular Annex projects), continued work to add gravel pads in front of emergency supply containers, and are confirming requested Summer project plans with numerous sites;
- Paint Department has started the interior repaint project at McKay, started the repainting of the McMath office area, counselling area and conference room, power washed and primed the emergency containers at several sites in preparation for the "Cargo to Canvas" mural projects led by school teams, and is supporting the completion of projects in other Departments;

- Carpentry Department installed new security roll shutters at Steveston-London for the computer labs, completed building a new ramp for the portables at Cambie, completed a renovation of the Westwind boys' washroom, and are preparing for Summer projects;
- Electrical Department is continuing regular fire alarm annual testing, responding to service requests from schools, preparing for the energization of the new bus charging infrastructure at FSC, and supported the new printer/copier project with electrical plug and service upgrades;
- Plumbing Department is working on the School Board Office water station upgrade (~80% complete), resolved the water leak issues at McNeely, and completed the water quality test repairs at three locations;
- HVAC Department is scheduling and ordering required material deliveries for summer projects, and continues to assist with the Palmer/Sea Island and Steveston-London DDC upgrade projects with programming and replacing faulty actuators as needed;
- Continuing work on preventative, scheduled and service call maintenance in the Architectural, Finishes, Mechanical, Electrical and Grounds Departments across all district sites; and
- Insurance Claim updates (SPP):
 - Kidd room 110 flood: Replacement heating coil is on order; temporary electric heaters have been provided to this classroom.

Operations Activities

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

- **Operations & Rentals**
 - Organizing vacation requests and sub custodial requirements for Summer Break to ensure summer cleaning projects are completed at all sites;
 - Creating the Facility Use Schedule for Summer 2025;
 - Planning and organizing is underway for Operations Day in July;
 - Organized and staffed the Federal Election as per the requirements of Elections Canada for the April 28 Election Day at 33 sites;
 - Finalizing summer supply and material orders, and reviewing this year's orders for any opportunities for improvement and efficiencies; and
 - The custodial staff continue to focus on providing a safe and healthy learning environment for the students and staff of the Richmond School District.
- **Transportation and Assets**
 - One new relief bus driver and two new relief bus aides have been hired;
 - May and June are busy months for field trips, with few booking slots remaining;
 - Started planning for summer field trips with International Education;
 - Planning is underway for the 2025/26 staff training for the Transportation Department;
 - New bus charger units and main electrical kiosk have arrived and been installed at FSC to

- support the new electric buses and continued electrification of the fleet; and
- Two new electric buses are still on schedule to arrive in May 2025.
- *Energy and Sustainability*
 - The new Manager, Energy and Sustainability, was hired and started on April 14;
 - The Climate Action Secretariat has audited our 2023 calendar year carbon emissions data. The audit confirms that our submittals are materially correct with some minor suggestions for improvement for the 2024 calendar year;
 - 2024 carbon emissions data have been submitted to the Climate Action Secretariat and work on the District's 2024 Carbon Neutral Activity Report is underway and is due by May 31, 2025;
 - FSC Electrical Upgrade: continuing to work with BC Hydro to complete the civil and electrical inspections and to schedule the energization work ahead of the May 2025 delivery of the District's two new electric buses;
 - Friendlier Reusable Containers project: in discussions with our cafeteria providers and Friendlier on how to build on the success of the Burnett and Cambie pilot programs to our other secondary schools for the 2025/26 school year;
 - 2025/26 LED upgrades – developing tender packages for the three schools receiving updates at Boyd Secondary (balance of school), Quilchena, and Garden City; and
 - Started the investigation phase for Continuous Optimization at 10 sites: Errington, Gilmore, Hamilton, Lee, McKinney, Mitchell Elementary, Adult Education Centre, Spul'u'kwuks, Tait, and Thompson.

Kristopher Wilkins, BEng
Director, Facilities Services

Attachment: Appendix A – Facilities Renewal Program

**RICHMOND SCHOOL DISTRICT
FACILITIES RENEWAL PROGRAM
2025-2026**

23-Apr-2025

Final

Description	Sites	Estimated Cost	Funding	Comments
FUNDING				
Ministry Allocations			\$ 5,748,559	Annual Facility Grant (AFG)
			1,552,000	School Enhancement Program (SEP)
			516,000	Carbon Neutral Capital Program (CNCN)
			99,000	Kitchen Equipment and Upgrade (FIP)
Total Estimated Funding			\$ 7,915,559	
EXPENDITURES				
Building Envelope Renewal				
Roof Remediation and Seismic Upgrade of Roof Diaphragm	Sea Island (Areas 1, 7, 12)	670,000	AFG	Replacement of roofing membranes, seismic upgrade of roof diaphragms where needed, design and inspection services.
	McKay (Area 9)	550,000		
	Homma (Area 7)	420,000		
	Steveston-London (Area 16)	180,000		
	Facilities Services Centre (Area 2)	25,000		
Skylight replacement	Phase 1 - Cambie (Area 18)	442,985	AFG	Replacement of glazing systems and flashings, includes design and inspection services
Roof assessments	Sites TBD	50,000	AFG	Planning and consulting services for 2026 roofing projects
Building Envelope Restoration	Facilities Services Centre	73,993	AFG	Replace failed windows with new - phase 3
Exterior Painting - Building	Woodward, Talmey, MacNeill, Currie	185,000	AFG	Annual program - re-paint walls, doors, window frames, trim
Interior Construction & Finishes Renewal				
Washroom Renewals	Kingswood	20,000	AFG	New floor, partitions, plumbing fixtures, paint as needed to renovate medical room accessible washroom
Flooring Replacement	Multiple Sites	100,000	AFG	Replacement of failing floor finishes in classrooms, hallways and pods with new vinyl or vinyl plank flooring
Interior Painting Renewal	McKay, Thompson, Lee, Steveston-London	150,000	AFG	Annual program - re-paint walls, doors, painted ceilings and cabinet work, window frames, trim
Gym Acoustics Renewal	Thompson (west wall), Kidd (south wall)	40,000	AFG	Add tectum panels and trim to upper walls of gyms, cover the old/decaying insulation, re-paint
Custodial Room Upgrades	McRoberts, Steveston-London	20,000	AFG	New flooring, floor sink, shelving, painting
Room Renumbering Program	All portables, General Currie, MacNeill	35,000	AFG	Annual Program (new room signage and DDC programming to standardize District room numbering to 5 digit system)
Gym Flooring Renewal	Richmond, Cambie, McNair, Steveston-London, Brighthouse, Wowk, Tait , Byng	110,000	AFG	Annual program - refinishing, resanding as necessary, re-coating of sealant on gym wood floors
Interior/Exterior Door Hardware and Security	Sites TBD	50,000	AFG	Replacement of door lock hardware at end-of-life with new
Millwork and countertop renewal	Steveston-London	20,000	AFG	Replace science prep room countertops
	McRoberts	25,000		Computer lab millwork replacement
Electrical & Security Systems Renewal				
Card Access Systems	3 Elementary Schools (TBD)	80,000	AFG	On-going security card reader upgrades and panel replacements (Keyscan)
Interior LED Lighting Retrofit Program	Garden City, Quilchena, Boyd	516,000	CNCN	Replace antiquated lighting and controls with longer life, energy saving units
		294,000	AFG	
Main Distribution System Renewal	Errington (installation), Woodward and Adult Education Centre (purchase of equipment)	65,000	AFG	Multi-year program - renewal of main distribution disconnects, panels and splitter boxes
Fire Alarm System Renewal	Sites TBD	30,000	AFG	Multi-year program - replace obsolete or failing fire alarm panel with new
	Cook, Anderson, General Currie, Garden City, Palmer, Ferris, Errington, Homma	70,000	AFG	Multi-year program - replace obsolete fire alarm devices, bells, heat detectors and pullstations
Security System Renewal	Kingswood, Kidd, Woodward, Walter Lee, Garden City, McRoberts, McNair, General Currie	100,000	AFG	Multi-year program - replace security devices and upgrade motion sensors and wiring
Electric Vehicle Charging Stations	Facilities Services Centre	100,000	AFG	Purchase and installation of charging stations and civil infrastructure to support current and future electric buses, BC Hydro connection costs
Transformer Servicing	Richmond Secondary	8,000	AFG	Servicing and testing of SD38 owned pad mounted transformers, including oil test
Mechanical Systems Renewal				
Boiler Replacement Program	Richmond Secondary, Site TBD	425,000	AFG	Replace antiquated atmospheric boilers with new high efficiency condensing units
RTU Replacement Program	Kingswood	240,000	AFG	Replace antiquated rooftop heating units with new high efficiency units
Duct Cleaning	All portables, other sites TBD	37,000	AFG	Annual program to clean existing air delivery ductwork
Dust Extraction System Upgrades	Steveston-London	1,044,000	SEP	Upgrade existing shop dust extraction systems to current safety standards
Mechanical Controls Renewal	Steveston-London (remainder of project)	200,000	AFG	Replace pneumatic HVAC control system or antiquated digital systems with new direct digital controls (DDC)
Science lab ventilation improvements	Palmer	165,000	AFG	Science labs and crawlspace ventilation improvements and access to crawlspace improvements

APPENDIX A

Description	Sites	Estimated Cost	Funding	Comments
Continuous Optimization of Controls	10 sites	90,400	AFG	Review of existing HVAC control systems, removal of overrides, and optimization of programming and schedules
Emergency Generator Installation	Boyd	508,000	SEP	Installation of new emergency generator and associated electrical upgrades
Plumbing Systems Renewal				
Main Water Service Renewal	Garden City	25,000	AFG	Multi-year program - replace antiquated water meters, valve stations, and piping
Fire Suppression System Renewal	McRoberts	85,000	AFG	Multi-year program - replacement sprinkler heads with quick response units
	Cambie, Richmond Secondary, Steveston-London	62,000	AFG	Replace existing dry valves with new
Domestic Water System Renewal	Sites TBD	30,000	AFG	Multi-year program - replace domestic water piping and fixtures
Domestic Hot Water Heating System Upgrade	McNair	45,000	AFG	Replace antiquated boiler and tank with energy efficient on-demand system
Grounds Upgrades				
Pavement Restoration Program	Sites TBD	99,181	AFG	Annual program - replacement of failed pavements and substructure on roads, carparks and play areas
Fencing Rehabilitation Program	Sites TBD	20,000	AFG	Annual program - replacement of failing chain link fences and gates
Playground Renewal Program	Sites TBD	50,000	AFG	Annual safety and asset preservation program - replace borders, fibre fill, enhance transitions
	Kidd, Site TBD	15,000	AFG	Annual Program - Repaint metal playground structures
	McKinney, Tomsett, Talmey	70,000	AFG	Contribution towards new/replacement playground equipment, borders and fall protection
Drainage Flushing Program	Sites TBD	25,000	AFG	Annual program - remove silt and blockages from slow flowing systems
Softscape Upgrade Program	Anderson	15,000	AFG	Excavation and levelling of areas, overseed grass areas, new soil and grass seed / sod
Health and Safety Programs				
Indoor Air Quality	17 sites	16,000	AFG	Assessments of 46 portable classrooms
Asbestos Management	10 schools	60,000	AFG	Multi-year program - update ACM inventory and room labels
Hazardous Materials Reports	Sites TBD	40,000	AFG	Multi-year program - assessment and renewal of hazardous materials reports in school construction
Learning Services Programs				
Accessibility, other minor projects		20,000	AFG	Allowance for Learning Services upgrade and renewal requests
Food Infrastructure Program				
Kitchen Equipment and Upgrade	Blundell, Cook, Gilmore, Kingswood, Lee, McNeely, Quilchena, Talmey, Tait, Tomsett	99,000	FIP	Various appliance replacements in Foods Rooms and Cafeterias
Total Facilities Renewal Program 2025/2026		\$ 7,915,559		



Child Care Development Advisory Committee

March 5, 2025

7:00 PM

Virtual

Members in Attendance: Chantelle Pereira (Chair), Maryam Bawa (Vice- Chair), Kevin Ching, Jocelyn Wong, Geovany Cheng, Tania Lam, Joyce Lin, Kathy Moncalieri, Daniel Suen, Mei Kang, Yanjie Zhao, Chris Duggan (Staff Liaison), Carol Day (Council Liaison), Heather Larson (School Board Trustee Liaison).

Regrets: Karen Jensen, Maho Kawasaki, Tiffany Mallen (Recording Secretary).

1. Welcome, Introduction and Regrets

2. Approval of the Agenda

Motion: Approval of the Agenda for March 5, 2025.

CARRIED

3. Approval of the Minutes

Motion: Approval of the Minutes of February 5, 2025.

CARRIED

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

An update was presented by the Child Care Month Sub-committee regarding planning for 2025 Child Care Month events following a meeting earlier

today which included a historical overview to orient all members to the prior activities. May will be proclaimed Child Care Month in Richmond and a Child Care Symposium and Children's Art Exhibition will take place.

The theme for the 2025 Child Care Symposium will be 'Supporting Richmond's Caregivers and Early Childhood Educators'. This will take place on Saturday May 3 at Richmond City Hall. The event will include a keynote presentation and then between 2 and 6 smaller workshop sessions for people to choose from. A nutrition break will take place. The Symposium could feature a small number of display tables relating to health and wellness and self care including one from the Library. Budget was discussed and the committee is aiming towards a price point between \$10 - \$20 per person for the full Symposium. Discussion took place about ensuring that people had equitable access and that the small fee did not pose a barrier to participation. A statement could be added to the flyer indicating anyone for whom the fee was a barrier can reach out to the child care team. A discussion took place regarding potential workshop topics and presenters.

Children's Art Exhibition – The Art Exhibition will take place at Brighthouse Branch of the Richmond Public Library from May 2 – May 30, 2025. Last year there was a theme for the exhibition and it was very popular. This year the theme will explore 'kindness and caring'. Submissions of interest will be due by April 11 and art projects will be required to be dropped off at City hall on April 30. Tania will create the promotional materials again for 2025.

iii. Child Care Grants Sub-committee

The 2025 Child Care Grants were approved on February 10. The City is currently undergoing a procurement process to update the online grant system. This will likely be in place for 2027 grants. A review and update of the City's grant programs is underway. This is anticipated to be implemented for the 2026 grant cycle.

b. City Reports

i. New Developments Proposing Child Care

Vancouver Coastal Health has submitted a re-zoning application for the Fentiman (old Lions Manor) site. This will include seniors care, hospice, seniors respite, a day program and a 37 space child care facility.

Planning is underway for the redevelopment of Rosewood Village, a BC Housing complex. The redevelopment will substantially increase housing and will include a child care facility.

ii. Council Liaison

Councillor Day shared City updates following the meeting, including:

- Burkeville playground is getting revitalized, more information will become available as the project progresses.

- Council passed a motion directing staff to research and highlight options for citizens to buy local in Richmond and promote this information on the City website, portals and in City facilities.
- The 2025 Street Banner voting closed and the winners of the contest are to be announced. The banners will be installed in March 2025.
- Staff and Council are reviewing the speed limit for Dyke Road and the potential for speed humps.

iii. Staff Liaison

Staff are currently working on identifying child care projects to be funded through the new Amenity Cost Charges (ACCs) that were introduced last year through the new Housing Bills implemented by the Province. These ACCs are collected through the development process and then can be used by the City to build new amenities such as community centres, libraries and child care facilities. This funding can only be used to address the additional services needed through population growth in the City. Additional information will be shared as it becomes available.

The Child Care Strategy has been printed and distribution underway.

a. School District Reports

School Board Liaison

Trustee Heather Larson commented on commonalities between City ACC process and SD38 facility processes and long range planning.

Three child care facilities are in construction, progressing and anticipated to be operational for September.

SD38 Chair, Vice-chair, Superintendent went to Victoria and met with Bowen Ma Minister of Infrastructure regarding Richmond's needs for new schools. Today they also met with the Minister of Education and Child Care. There are good relationships between SD38 staff, City staff and Ministry of Education and Child Care staff. These teams are providing good information and solid planning. We have a solid foundation for creating child care in Richmond.

8. Community Updates

a. Richmond Children First (RCF)

Richmond Children First committee meeting will take place on Tuesday, March 11 and an update will be provided at the April meeting.

b. Child Care Resource and Referral (CCRR) Update

- Staff are very busy as it is close to the end of CCRR's fiscal year.
- Three workshops will be held in March and early April – Promoting Self Regulation on March 5, Promoting Success for all Children - Understanding Why Behaviours are Challenging on March 9, and

Kindergarten Readiness on April 2. All information is available on Richmond Kids website.

- Spring break activities will be available at the CCRR office for children and families.

9. Next Meeting

The next meeting will take place on April 2, 2025 at 7 p.m., virtually.

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 March 5, 2025.


Chantelle Pereira, Chair

April 2, 2025
Date


Chris Duggan, Recording Secretary

April 2, 2025
Date