

## **Facilities and Building Committee**

### **Public Meeting Minutes**

**Wednesday, October 1, 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
Secretary Treasurer	C. Wang
Director, Richmond Project Team	J. Ho
Director, Facilities Services	K. Wilkins
President, Richmond Teachers' Association	L. Baverstock
2nd Vice President, Richmond Teachers' Association	F. Marsic
President, Richmond District Parents Association	C. Huang
Representative, Richmond Management and Professional Staff	J. Canlas
Executive Assistant (Recording Secretary)	S. Khan

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

The Richmond Board of Education acknowledged and thanked the First Peoples of the hən̓qəmin̓əm̓ 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 September 3, 2025 meeting was approved as circulated.

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

The Director, Richmond Project Team spoke to the report that was included in the agenda package and provided an update on the current status of the Odlin Crescent Boundary Review. Discussion ensued regarding the open houses and survey engagement for the City Centre Catchment Review.

The Director, Richmond Project Team, then responded to partner groups' questions regarding feedback received from the virtual open house sessions.

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

The Director, Richmond Project Team spoke to the report as included in the agenda package and provided updates on the Diefenbaker Elementary and Tomsett Elementary projects.

The Chairperson inquired about the Diefenbaker Elementary development and informed the committee that some families have expressed concerns regarding construction and the possibility of relocation. The Director, Richmond Project Team, confirmed that the approved design including location reflects the most effective and responsive use of district property while maintaining safety and minimizing disruption to the students and community.

The Director, Richmond Project Team, and the Director, Facilities Services, responded to partner groups' requests for updates on the Odlin Crescent renovation project.

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

The Director, Facilities Services referred to the report as included in the agenda package and presented a summary highlighting projects completed between Summer 2025 and September 2025.

The Director, Facilities Services, and the Director, Richmond Project Team then responded to trustees' questions regarding transportation, asset management, and energy and sustainability initiatives.

**6. Next Meeting Date – November 5, 2025 at 4:30 pm**

**7. Adjournment**

The meeting adjourned at 5:03 pm.

*Respectfully Submitted,*

*Ken Hamaguchi*

*Chairperson, Facilities and Building Committee*