

Facilities and Building Committee
Public Meeting Minutes

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

Present:

Chairperson	K. Hamaguchi
Trustee Member	R. Belleza
Trustee Alternate	D. Yang
Trustee	A. Wong
Secretary Treasurer	C. Wang
Director, Richmond Project Team	J. Ho
Director, Facilities Services	K. Wilkins
Manager, Facilities Planning	R. Dollinger
Manager, Facilities Planning	U. Olcay
President, Richmond Teachers' Association	L. Baverstock
President, Richmond District Parents Association	C. Huang
Vice President, Richmond Association of School Administrators	A. Goulas
Representative, Richmond Management and Professional Staff	J. Canlas
Executive Assistant (Recording Secretary)	T. Lee

Regrets:

Vice Chairperson	H. Larson
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The meeting was called to order at 4:32 pm.

The Richmond Board of Education acknowledged and thanked the First Peoples of the hən̓q̓əmin̓əŋ 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 October 1, 2025 meeting was approved as circulated.

3. Facilities Planning Update (standing item)

The Director, Richmond Project Team announced that Manager of Facilities Planning, Umur Olcay, will retire on December 31, 2025. He also introduced Ruth Dollinger as the incoming Manager of Facilities Planning. The Committee extended congratulations to Mr. Olcay on his retirement and welcomed Ms. Dollinger to the district.

Staff then responded to various questions regarding the City of Richmond's Official Community Plan and enrollment projections and trends.

The Director, Richmond Project Team also provided an update on the boundary review, with approval now anticipated for January to align with staffing timelines.

4. Capital Projects Update (standing item)

The Director, Richmond Project Team spoke to the report as included in the agenda package and provided an update on the Diefenbaker Elementary project, noting ongoing neighbour engagement and monitoring, with preload installation now delayed to January due to additional geotechnical testing.

Discussion then ensued regarding Dixon Elementary seismic upgrades and childcare facilities.

Following a question from the President, Richmond District Parents Association regarding the secondary school camera program, staff noted the program is managed by Technology Services and that an update would be requested from that team.

5. Facilities Services Update (standing item)

The Director, Facilities Services noted the report was included in the agenda package.

Trustees thanked staff for their efforts over Halloween, noting well-managed school grounds and a positive community experience.

Following a question from the President, RTA, the Director, Facilities Services reported that school pest control is operating normally, supported by two full-time technicians, with preventative reminders issued to administrators.

The Director, Facilities Services then responded to a trustee's question regarding facility rentals.

6. Minutes for Information

(a) Child Care Development Advisory Committee Meeting

Minutes of Meetings held June 4 and September 10, 2025 were attached for information.

7. Next Meeting Date – December 3, 2025 at 4:30 pm

8. Adjournment

The meeting adjourned at 5:02 pm.

Respectfully Submitted,

*Ken Hamaguchi
Chairperson, Facilities and Building Committee*