

## Facilities and Building Committee Public Meeting Minutes

Wednesday, September 3, 2025 - 4:30 pm  
Via Zoom

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**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
President, Richmond Teachers' Association	L. Baverstock
2nd Vice President, Richmond Teachers' Association	F. Marsic
President, Richmond District Parents Association	C. Huang
President, Richmond Association of School Administrators	N. Widdess
Representative, Richmond Management and Professional Staff	J. Canlas
Executive Assistant (Recording Secretary)	T. Lee

**Regrets:**

Vice Chairperson	H. Larson
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\*Present for a portion of the meeting

The meeting was called to order at 4:30 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 4, 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 about future secondary school capacity in relation to City Centre growth, noting that the Planning Department will continue to monitor secondary school enrolment and capacity in the city centre area.

In response to a question from the President, Richmond Teachers' Association (RTA) regarding the Spul'u'kwuks child care facility, he confirmed that occupancy is pending Vancouver Coastal Health licensing.

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

*Trustee Yang joined the meeting at 4:36 pm.*

The Director, Richmond Project Team spoke to the report as included in the agenda package and noted a correction to the Alfred Dixon Elementary Seismic Upgrade, clarifying that Phase 5 administrative area construction will begin in January 2026 rather than January 2025.

He then responded to a trustee's question on child care needs, confirming that the Garden City and Spul'u'kwuks projects address community demand and that the district continues to monitor needs through its planning team and child care working group.

The Director, Richmond Project Team, then presented a slideshow of the Summer 2025 Project Update, highlighting seismic projects, modular additions, and modular child care facilities.

Discussion followed on updates to modular and child care projects, playground plans for the new City Centre elementary school, and gym use at Dixon. The Director, Richmond Project Team confirmed that the modulars meet seismic standards.

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

The Director, Facilities Services referred to the report as included in the agenda package and presented a slideshow of the Summer 2025 Projects.

He then responded to questions on building systems and district sustainability, confirming the new rooftop units at Kingswood provide heating and cooling, and outlining early plans for the 2026–2031 Sustainability and Climate Action Plan.

Appreciation was expressed to facilities staff for their summer work.

#### **6. Minutes for Information**

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

Minutes of Meeting held May 7, 2025 were attached for information.

#### **7. Next Meeting Date – October 1, 2025 at 4:30 pm**

#### **8. Adjournment**

The meeting adjourned at 5:07 pm.

*Respectfully Submitted,*

*Ken Hamaguchi  
Chairperson, Facilities and Building Committee*