

Facilities and Building Committee

Public Meeting Agenda

Wednesday, May 6, 2026 – 4:30 pm
via Zoom

<https://sd38.zoom.us/j/65231808724>

Passcode: 6000

The Richmond Board of Education acknowledges and thanks the First Peoples of the hən̓q̓əmi̓ñəm 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 1, 2026 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 4, 2026 attached.
- 7. Next Meeting Date – June 3, 2026 at 4:30 pm**
- 8. Adjournment**

Facilities and Building Committee
Public Meeting Minutes

Wednesday, April 1, 2026 - 4:30 pm
Via Zoom

Present:

Chairperson
Vice Chairperson
Trustee Member
Trustee
Superintendent
Secretary Treasurer
Director, Richmond Project Team
Director, Facilities Services
President, Richmond Teachers' Association
President, Richmond District Parents Association
President, Richmond Association of School Administrators
Representative, Richmond Management and Professional Staff
Executive Assistant (Recording Secretary)

K. Hamaguchi
D. Tabolotney
A. Wong
H. Larson
C. Usih
C. Wang
J. Ho
K. Wilkins
L. Baverstock
C. Huang
N. Widdess
J. Canlas
J. Coronel

The meeting was called to order at 4:32 pm.

The Richmond Board of Education acknowledged and thanked the First Peoples of the hə́n̓q̓əmi̓n̓əm̓ 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 4, 2026 meeting was approved as circulated.

3. Facilities Planning Update (standing item)

The President, Richmond District Parents Association inquired about secondary school boundary changes, and was advised by the Secretary Treasurer to direct parents' concerns to Central Registration.

The President of Richmond Teachers' Association inquired on the scope of the secondary school boundary review process. The Secretary Treasurer noted that a board approved process has not yet been established.

The Director, Richmond Project Team then responded to trustee's question regarding transfer requests for the new City Centre school.

4. Capital Projects Update (standing item)

The Director, Richmond Project Team spoke to his report as included in the agenda package and highlighted the completion of the Debeck seismic and building envelope upgrades.

5. Facilities Services Update (standing item)

In response to a question from the President, Richmond District Parents Association, the Director, Richmond Project Team explained that the City is currently conducting a traffic impact assessment in the City Centre school area in alignment with the neighbouring commercial development.

6. Minutes for Information

(a) Child Care Development Advisory Committee Meeting

Minutes of Meetings held January 7, 2026 were attached for information.

7. Next Meeting Date – May 6, 2026 at 4:30 pm

8. Adjournment

The meeting adjourned at 4:44 pm.

Respectfully Submitted,

*Ken Hamaguchi
Chairperson, Facilities and Building Committee*

Report to the Facilities and Building Committee (Public)

Date: May 6, 2026

From: Jonathan Ho, Director, Richmond Project Team
Ruth Dollinger, 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

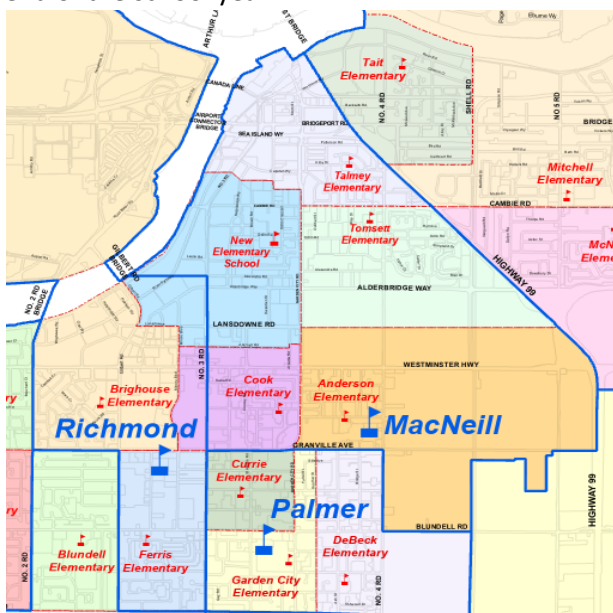
Strategic Priority 3: Organizational Effectiveness

✓ *Objective 4: Provide safe, inclusive, well-maintained and sustainable learning environments*

DISCUSSION

1. City Centre Area Secondary School Catchment Boundary

The new City Centre Elementary School catchment boundary was approved by the Board at its Wednesday, January 21, 2026 public meeting. Currently both City Centre Elementary School and Cook Elementary School have split catchment boundaries to Richmond Secondary School and MacNeill Secondary School (see below graph). The Long Range Facilities Plan recommends, where possible, aligning elementary school and secondary school boundaries. The Planning Department is reviewing various scenarios, including student enrolment projections, for both secondary schools. Planning scenarios and other considerations will be reviewed with trustees in a workshop before the end of the school year.



2. 2027-2028 Five-Year Capital Plan

Staff is preparing the 2027-28 Five-Year Capital Plan, due to the Ministry of Infrastructure by June 30, 2026, with updated enrolment projections and project cost estimates, aligning with the school district's facility needs across major and minor capital programs. This year's Major Capital Plan will carry forward Seismic Mitigation Program and New and Expansion Program from the previous year.

A Board resolution to endorse the 2027-2028 Five Year Capital Plan will be brought forward at the June 17, 2026, Board meeting.

3. Eligible School Site Proposal

The Eligible School Site Proposal (ESSP) is a board resolution that identifies the need for site acquisition(s) to accommodate projected enrolment growth and is required to be completed annually when a school district includes future site acquisition(s) in their Capital Plan and must be included annually in Capital Plan submissions to the Ministry.

A Board Resolution and Bylaw to endorse the 2026-2027 ESSP is scheduled for June 2026 and will be included in the 2027-2028 Five Year Capital Plan submission. A certified copy of the Board's ESSP resolution will be provided to Local Government for acceptance pursuant to the Local Government Act.

4. City of Richmond Housing Target Order (HTO) and Enrolment Impact

The City of Richmond is required to provide regular progress reports to the Provincial government on annual housing targets achieved. The five-year housing target that the Provincial Government has given the City of Richmond is 6,753 residential units. The number of net new units recorded at occupancy stage in the City of Richmond since September 1, 2025, to April 14, 2026, was 2,054 new residential units. If achieved, the Provincial housing targets will have an impact on growth in schools. However, note that the City of Richmond highlighted that residential development has drastically slowed down in the last year, a trend that has been occurring across the region, and which is expected to continue into the near future (2-3 years). This slowdown means that while overall growth is expected in future years, it will likely occur at a slower pace than previously. District staff continue ongoing consultation with the City of Richmond on future housing development and monitoring its impact on student enrolment and school capacity.

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

*Ruth Dollinger, M.Sc Planning, M.Architecture
Manager, Facilities Planning*

Report to Facilities and Building Committee (Public)

Date: May 1, 2026
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: Organizational Effectiveness

✓ *Objective 4: Provide safe, inclusive, well-maintained and sustainable learning environments*

DISCUSSION

A. Major Capital Projects (*capital projects \$1 Million or more funded by the Province*)

1. John Diefenbaker Elementary Seismic Replacement (\$52.61 Million)
 - Building permit submitted to the City of Richmond. Project tendering in progress.
 - Pre-construction structural surveys of neighbouring properties and 3D laser scans complete, and vibration and settlement monitoring ongoing throughout densification and preload material placement stages.
 - Soil densification completed end of February.
 - Preload material placement complete and will remain in place for 3-6 months
 - Foundation and building construction will commence after the completion of preload, tentatively Fall 2026.
 - Ongoing communication with homeowners in the neighbourhood.
 - Due to unforeseen soil conditions, we are anticipating a 3-month delay to the project.
 - Expected project completion in November 2028, on budget.
2. Howard DeBeck Elementary Seismic Upgrade & Building Envelope Upgrade (\$18.5 Million)
 - Project complete. Final Occupancy is approved by City of Richmond.
 - Project completed within budget.
3. Alfred Dixon Elementary Seismic Upgrade (\$31.2 Million)
 - Library will be completed in June 2026.
 - Front entrance and Main Office renovation expected completion in July 2026.
 - Structural and City inspection for the new lobby by May 1, steel column install starts May 19.
 - Mechanical room upgrade is 90% complete. Remaining to complete new hot water system

by May 1. The major building systems are functional. Mechanical room roof insulation will be complete by end of May 2026.

- New Gym floor to be installed by district staff in June 2026.
- Expected final project completion by September 6, 2026

4. City Centre Elementary Renovation (\$5.5 Million, local capital)

- Building Permit issued November 27, 2025.
- Traffic Impact Assessment complete. City will implement school zone signage, adjust commercial permit parking times along north Odlin Road and Odlin Crescent to allow for drop-off from 8:30 to 9:00 AM and pick-up from 2:30 to 3:00 PM, and have bylaw and RCMP enforcement during the first week of school in September 2026.
- Block 1: Window and vapour barrier installation complete, insulation and cladding in progress. Drywall installed, and heat pump installation in progress. Concrete pour complete in hallways and washrooms. Plumbing complete, final wiring connections in progress.
- Block 2: Roofing repairs in progress. Plumbing and wiring rough-ins in progress. Window installation and exterior wall vapour barrier installation in progress. New interior wall framing in progress.
- Block 3: Main I-beam installed on first floor, inspected and approved by structural engineer. Roofing repairs in progress. Concrete for hallways and washrooms complete. Plumbing and wiring rough-ins in progress. Drywall installation in progress.
- Expected project completion August 2026, on budget.

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

- Thompson Elementary Building Envelope Project approved by BC Housing for potential funding and construction in 2026/27. Design phase was kicked off on January 28, 2026.
- Steveston London Secondary, Dust Extraction System Replacement (\$1.09 Million, \$ 1.04 million from SEP and \$ 0.05 from AFG. All the major equipment has been received and stored. Construction work is scheduled to begin on June 20, 2026. Project is expected to complete by September 6, 2026.
- Palmer Secondary, Dust Extraction, Dust Extraction System Replacement (\$0.97 Million, SEP) All the major equipment has been ordered, expected delivery in July 2026. Construction work is anticipated to begin on June 20, 2026, and expected to complete by September 6, 2026.

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

Report to the Facilities and Building Committee (Public)

Date: May 6, 2026
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: Organization Effectiveness

✓ *Objective 4: Provide safe, inclusive, well-maintained and sustainable learning environments.*

DISCUSSION

Minor Capital Projects 2025/26

- The 2026/27 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 ~\$9.7 Million).
- Please see the attached project listing and estimated costs in Appendix A.
 - Re-roofing projects (AFG) have been awarded at Sea Island, Kidd and McNair, and are ready for construction in Summer 2026;
 - Skylight replacements phase 2 at Cambie (AFG) have been awarded, and are ready for construction over Summer 2026;
 - Elevator modernization projects at Burnett (SEP) and Palmer (AFG) have been awarded and parts are on order, with work expected to complete over Summer 2026;
 - Roof-top HVAC unit 5-8 upgrade at McNair (AFG) contract has been awarded, with work scheduled for Summer 2026;
 - Boiler replacement at McNair (SEP) contract is out for tender;
 - Palmer dust collector replacement (SEP) has been awarded, the unit has been ordered, and work is scheduled for Summer 2026. RPT will now manage this project;
 - Steveston-London dust collector replacement (SEP 25/26), the unit has arrived at FSC, and a contractor has been selected for installation work of the new dust collector units, work is scheduled to begin on site Summer 2026. RPT will now manage this project; and
 - City Centre re-roofing project (AFG) and DDC HVAC control system installation (AFG) is underway.

Maintenance Activities

Highlights in the Maintenance Departments:

- Submission is complete for Annual Facility Grant (AFG) projects to the Ministry of Infrastructure for the 2026/2027 budget year;
- Carpentry Department has begun production of the new millwork for the Library/Learning Commons at City Centre, continuing to work on various repairs arising from the ongoing Fire Department inspections at all sites, continuing preventative maintenance on exterior doors, washroom sinks, countertops, and washroom partitions, and are planning for various summer projects;
- Electrical Department continued annual fire alarm testing, completed the security system upgrade at McNair, and continued to provide support to the Dixon seismic upgrade and City Centre renovation (fire alarm, security, keyscan);
- Grounds Department is continuing work on Spring PM's at all sites (playground repairs, wood chip fall protection top-ups in playgrounds, adding sand to jump pits, filling garden beds with topsoil, clearing drainage catch basins), and completed the installation of five new garden boxes at Westwind;
- HVAC Department continues to be focused on service calls, supported the completion of the remaining deficiencies on the Steveston-London DDC upgrade, installed three replacement roof-top heating units at FSC, and have been planning for several large projects in Summer 2026;
- Paint Department is continuing the Steveston-London and Lee full interior re-paint projects, has started refinishing the gym wall panels at City Centre, and is continuing to support other departments' projects and service requests;
- Plumbing Department has been focused on responding to service requests across all district sites, and are preparing for the sprinkler system semiannual testing in April; and
- Continuing work on preventative, scheduled and service call maintenance in the Architectural, Finishes, Mechanical, Electrical and Grounds Departments across all District Sites.
- Insurance Claim updates (SPP):
 - Errington water main leak: Over Spring Break a substantial water leak was found in the gym area and was localized to the water main below ground. Repairs were being made to enable the school to re-open after Spring Break.
 - Palmer bottle fill station leak: Flooring repairs completed over Spring Break.
 - City Centre vandalized RTU's: Replacement units (x4) have arrived at FSC and are scheduled for installation in late Spring once the planned roofing work has been completed.
 - Bridge vandalized HRV – Replacement unit has been installed and commissioned, this claim will be closed once all invoices are received.

Operations Activities

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

- Operations & Rentals
 - Operations staff are currently undergoing updated training for safety (working alone) and

- security/key management;
- Organizing vacation requests for the upcoming Summer Break and beginning to plan out the Custodial and Facility Use schedule for Summer 2026;
- Analyzing current custodial supply usage and finalizing orders for the remainder of the school year and summer;
- Planning for Operations Day in July has begun; and
- The custodial staff continues to provide a safe and healthy learning environment for the students and staff of the Richmond School District.
- Transportation and Assets
 - The Department is fully staffed and continuing to provide bussing services to students;
 - The Department is receiving and processing applications for bus service for the 2026/27 school year, deadline for applications is May 1st;
 - Options are being reviewed for a replacement type C bus for unit #153, with an order expected to be placed in early May; and
 - Respectful workplace training is scheduled for the Transportation Department on May 15th.
- Energy and Sustainability
 - 2025 Carbon emissions data has been submitted to the Climate Solutions Division of the Ministry of Energy and Climate Solutions (previously known as the Climate Action Secretariat);
 - Work on the Districts 2025 Climate Change Accountability Report (CCAR) is underway, with a submission deadline of May 31, 2026;
 - Tender packages are being developed for the 2026/27 LED lighting upgrades planned for Gilmore and Kidd; and
 - Energy studies at Steveston-London, Cambie, Richmond Secondary, and Facilities Services Centre, have been completed. The Energy and Sustainability team will work with BC Hydro to identify and implement further energy-saving opportunities based on the reports.

Kristopher Wilkins, BEng
Director, Facilities Services

**RICHMOND SCHOOL DISTRICT
FACILITIES RENEWAL PROGRAM
2026-2027**

Description	Sites	Estimated Cost	Funding	Comments
FUNDING				
Ministry Allocations			\$ 6,047,590	Annual Facility Grant (AFG)
			1,918,000	School Enhancement Program (SEP)
			1,044,000	SEP 2025/2026 Carry Forward
			511,000	Carbon Neutral Capital Program (CNCP)
			200,000	Accessible Playground Equipment (PEP)
			27,100	Kitchen Equipment and Upgrade (FIP)
Total Estimated Funding			\$ 9,747,690	
EXPENDITURES				
Building Envelope Renewal				
Roof Remediation and Seismic Upgrade of Roof Diaphragm	Sea Island (Areas 2,3,4,5,6,8,9,18)	209,771	AFG	Replacement of roofing membranes, seismic upgrade of roof diaphragms where needed, design and inspection services.
	Kidd (Areas 5 & 7)	329,669		
	McNair (Areas 20,21,22,24)	226,179		
	City Centre (Areas 6,9,10,11,12)	840,629		
Skylight replacement	Phase 2 - Cambie (Areas 26A & 27A)	561,844	AFG	Replacement of glazing systems and flashings, includes design and inspection services
Building Envelope Restoration	Facilities Services Centre	115,457	AFG	Replace failed windows with new - phase 4
Exterior Painting - Building	MacNeill, Blundell	85,000	AFG	Annual program - re-paint walls, doors, window frames, trim
Portables - Replace ramp and stairs	Blair, Hamilton	25,000	AFG	Replacement of end of life stairs and ramps with new
BEP Project - Design stage	Thompson	63,576	AFG	AFG contribution towards future Building Envelope Project (BEP) for design stage
Interior Construction & Finishes Renewal				
Washroom Renewals	Sites TBD	30,000	AFG	Washroom sink and cabinet/countertop replacement with new one piece units
Flooring Replacement	Multiple Sites	85,000	AFG	Replacement of failing floor finishes in classrooms, hallways and pods with new vinyl or vinyl plank flooring
Interior Painting Renewal	Steveston-London, Woodward, Lee,	150,000	AFG	Annual program - re-paint walls, doors, painted ceilings and cabinet work, window frames, trim
Custodial Room Upgrades	McRoberts, Steveston-London	20,000	AFG	New flooring, floor sink, shelving, painting
Room Renumbering Program	Blundell, Homma	30,000	AFG	Annual Program (new room signage and DDC programming to standardize District room numbering to 5 digit system)
Gym Flooring Renewal	McRoberts (both), Mitchell, McMath (both), Blair, Currie, Boyd (both), Palmer (both), Talmey, Kilgour, Kingswood, Hamilton, Anderson	150,916	AFG	Annual program - refinishing, resanding as necessary, re-coating of sealant on gym wood floors
Gym Flooring Replacement	City Centre	75,000	AFG	Replacement of existing gym floor with new vinyl resilient floor, includes new sockets for volleyball posts
Interior/Exterior Door Hardware and Security	3 Sites	60,000	AFG	Replacement of door lock hardware at end-of-life with new, implementation of new master key system
	City Centre	10,000	AFG	Door hardware keying and installation
Electrical & Security Systems Renewal				
Card Access Systems	3 Elementary Schools (TBD)	50,000	AFG	On-going security card reader upgrades and panel replacements (Keyscan)
Interior LED Lighting Retrofit Program	Gilmore, Kidd	511,000	CNCP	Replace antiquated lighting and controls with new, longer life, energy saving units
		280,000	AFG	
Main Distribution System Renewal	Westwind, Thompson, Woodward, Kidd	80,000	AFG	Multi-year program - renewal of main distribution disconnects, electrical panels and splitter boxes
Fire Alarm System Renewal	10 Sites - City Centre, Spul'u'kwuks, FSC, Thompson, Burnett, SBO, Blair, McKay, Quilchena, Dixon	100,000	AFG	Multi-year program - replace obsolete or failing fire alarm panel with new, as well as fire alarm devices, bells, deat detectors and pull stations
Security System Renewal	10 Sites - Hamilton, McNeely, Cambie, Tait, Talmey, MacNeill, Palmer, City Centre, Sea Island, FSC	80,000	AFG	Multi-year program - replace security devices and upgrade motion sensors and wiring
Elevator Modernization	Palmer	200,000	AFG	Elevator equipment is obsolete and parts are no longer available
	Burnett	302,000	SEP	
Electrical Directory and Panel Labelling Update	10 site	15,000	AFG	Update labelling on electrical panels to match new 5 digit room numbers and other minor renovations
Audio-Video Systems Renewal				
I.T. Network Infrastructure Upgrades	All sites	225,334	AFG	Replacement of network switches, Year 1
Security Camera Systems	4 Elementaries	40,000	AFG	Installation of security cameras at 4 elementary schools
Fixed Equipment Upgrades				

APPENDIX A

Description	Sites	Estimated Cost	Funding	Comments
Compressed Air Systems Renewal	Steveston-London	8,500	AFG	Replace compressed air storage tank serving the shops area
Mechanical Systems Renewal				
Boiler Replacement Program	Brighthouse	130,000	AFG	Replace antiquated atmospheric boilers with new high efficiency condensing units
	McNair	648,000	SEP	
RTU Replacement Program	McNair	75,000	AFG	Replace antiquated rooftop heating units with new high efficiency heat pump units
Duct Cleaning	All portables, other sites TBD	60,000	AFG	Annual program to clean existing air delivery ductwork
Dust Extraction System Upgrades	Steveston-London	1,044,000	SEP 25/26	Upgrade existing shop dust extraction systems to current safety standards, NFPA and WSBC regulations
	Palmer	968,000	SEP	
Energy Audits	10 sites	50,000	AFG	Integrated energy studies to identify energy savings opportunities
Chiller Installation	McNair	480,000	AFG	Cooling upgrade to heat pumps to the existing four RTU for the southwest wing
Mechanical Controls Installation	City Centre	235,000	AFG	Install new HVAC direct digital controls (DDC) system
Service Platform Installation	Steveston-London	100,000	AFG	Installation of new service platforms around large HVAC units in mechanical spaces to allow safe access by technicians
Continuous Optimization of Controls	10 sites	50,000	AFG	Review of existing HVAC control systems, removal of overrides, and optimization of programming and schedules
Plumbing Systems Renewal				
Main Water Service Renewal	Errington	40,000	AFG	Multi-year program - replace antiquated water meters, valve stations, and piping
Fire Suppression System Renewal	Steveston-London	90,000	AFG	Multi-year program - replacement sprinkler heads with quick response units
	All sites	85,000	AFG	Annual testing of fire spinkler systems as required by BC Fire Code
	All sites	10,000	AFG	Fire sprinkler head assessments
Domestic Water System Renewal	Sites TBD	30,000	AFG	Multi-year program - replace domestic water piping and fixtures
Grounds Upgrades				
Pavement Restoration Program	Sites TBD	109,215	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	40,000	AFG	Annual safety and asset preservation program - replace borders, wood fibre fall protection top-up, enhance transitions
	2 Sites TBD	15,000	AFG	Annual Program - Repaint existing metal playground structures
	Byng, Anderson, Odlin, Ferris	110,000	AFG	Contribution towards new/replacement playground equipment; removal of old equipment, new borders and fall protection
	Ferris	200,000	PEP	Playground equipment replacement
Exterior Painting - Road Marking	Sites TBD	25,000	AFG	Annual program - re-paint parking lots, curbing and play areas
Drainage Flushing Program	Sites TBD	80,000	AFG	Annual program - remove silt and blockages from slow flowing storm drainage systems, cleaning of catchbasins, lift stations and acid neutralizers
Health and Safety Programs				
Indoor Air Quality	~17 sites	16,500	AFG	Assessments of all portable classrooms
Fire Safety Plans	Sites TBD	30,000	AFG	Develop new/update existing Fire Safety Plans as per Fire Code section 2.8
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, Appliance purchases	City Centre	15,100	FIP	New food prep and cooking area, new appliances, and food distribution fridge
	Palmer, Boyd, Tomsett	12,000	FIP	Additional food distribution fridges
Total Facilities Renewal Program 2023/2024		\$ 9,747,690		



Child Care Development Advisory Committee

March 4, 2026

7:00 PM

Virtual meeting via Teams

Members in Attendance: Maryam Bawa (Chair), Kathy Moncalieri (Vice-Chair), Daniel Suen, Mei Kang, Caitlin Lamb, Kevin Ching, Karen Jensen, Joyce Lin, Harnoor Khurana, Elana van Veen, Tania Lam, Jiaxin Li, Joyce Lin, Rod Belleza (School Board Liaison), Chris Duggan (Staff Liaison), Annie Lam (Guest), Talia Aarons (Recording Secretary).

Regrets: Carol Day (Council Liaison), Yanjie Zhao.

1. Welcome, Introduction and Regrets

2. Approval of the Agenda

Motion: Approval of the Agenda for March 4, 2026.

CARRIED

3. Approval of the Minutes

Motion: Approval of the Minutes of January 7, 2026.

CARRIED

4. Guest Speaker/Presentation

None.

5. Correspondence

None.

6. Business Arising

a. Amenity Cost Charge Bylaw Update

An update was provided regarding the new Amenity Cost Charge (ACC) Bylaw. ACC is a new development-finance tool that allows local governments to collect funds from new developments to support community amenities that would service population growth.

Council will vote on recommendations regarding the implementation date of the ACC Bylaw on Monday, March 9, 2026.

b. CCDAC May in-person meeting location

CCDAC members interested in hosting the in-person CCDAC meeting on May 6, 2026, were invited to contact Staff.

7. New Business

a. Provincial Budget 2026

i. New Children and Youth Disability Benefit

Effective April 2026, the BC Children and Youth Disability Benefit will provide direct funding of \$6,500 per year for eligible families and up to \$17,000 per year for children with an eligible diagnosis of developmental delay or disability.

ii. New Children and Youth Disability Supplement

The children and youth disability supplement is an income-tested support linked to the federal Disability Tax Credit (DTC). Effective July 2027, eligible families could receive up to \$6,000 per year.

iii. BC Autism Funding Program

The Autism Funding Program will end April 1, 2027 and be replaced with the BC Children and Youth Disability Benefit and BC Children and Youth Disability Supplement. Families currently receiving support will be provided additional information over the coming months.

iv. \$10-a-Day ChildCareBC Update

The Province has paused expansion of this program, effective immediately. No new enrolment of new providers into the \$10-a-Day ChildCareBC program will take place while the program's funding model is reviewed. Providers currently enrolled in the \$10-a-Day program will continue to receive the same level of funding while operating under existing agreement terms and enrolled families will not be impacted at this time. \$330 million over the next three years was included in the budget to support continued child care investments.

8. Reports

b. Sub-committee Reports

v. Advocacy Sub-committee

The next meeting for the advocacy sub-committee will be held virtually, on March 18, 2026.

vi. Child Care Month Sub-committee

A poster advertising the Children's Art Exhibition has been created and will be distributed by Child Care Resource and Referral by Friday, March 13. The exhibit will be on display on the Community Art Wall at the Richmond Public Library (Brighthouse Branch) from May 1-31, 2026. Interested licensed child care operators can email childcare@richmond.ca for more information.

The 2026 Child Care Symposium will be held on Saturday, May 2, 2026, at Richmond City Hall, with the theme of supporting resiliency in children and families. The Symposium is anticipated to feature an introductory

presentation on the Protective Factors of Child and Youth Well-being, followed by three workshops: Raising Brave Kids, Building Resiliency through Play and Emergency Preparedness. CCDAC members interested in volunteering on the day of the Symposium were invited to contact staff.

iii. Child Care Grants Sub-committee

None.

c. City Reports

i. Council Liaison

Councillor Day sent her regrets for this meeting and shared City updates with CCDAC members via email, including:

- a.** The City is seeking feedback on Minoru Park, to be used for the Minoru Park Vision Plan. Learn more at <http://www.LetsTalkRichmond.ca/MinoruVisionPlan>;
- b.** The Sea Island Community Association has published the February edition of the Sea Island Times, including registration details for the Easter Eggstravaganza on Saturday, April 4, 2026. An online version is available at <http://www.sea-island.ca/seaislandtimes>;
- c.** Mayor Malcolm Brodie's Annual Address, presented on February 5, 2026, has been published and is available on the City of Richmond website; and
- d.** Employment Connections at Brighthouse Library will be held on March 4, 2026, from 2:30pm to 5:00pm, for Richmond youth to explore community-based employment programs.

ii. Staff Liaison

- a.** The 2026 U-ROC Award and Scholarship nominations are open until Monday, March 23, 2026. These awards recognize the skills, values and competencies that youth demonstrate and the adults who contribute to the positive development of youth. Those interested in submitting a nomination can visit <https://richmond.ca/culture/social/youth/about.htm> for more information.

d. School District Reports

i. School Board Liaison

Trustee Belleza shared Richmond School Board updates, including:

- a.** Tomsett elementary school held an official opening for the nine pre-fabricated modular classrooms on Friday, February 20, 2026; and
- b.** The Richmond School District No. 38 has adopted the 2025-2026 Amended Annual Budget.

9. Community Updates

a. Richmond Children First

The Richmond Children First Committee met on February 26, 2026. Updated Terms of Reference of Reference will be available following approval.

b. Child Care Resource and Referral (CCRR) Update

- i.** Furniture has been delivered to Richmond Caring Place following a flooding event in August, with the aim of reopening the Early Years Lending Library as soon as possible.
- ii.** Following the reopening of the Early Years Library, access to resources will be limited to those who live and study in Richmond or within a reasonable distance.
- iii.** Upcoming CCRR workshops and training include Cultivating Caring Children: The Roots of Social Responsibility with Dr. Deborah MacNamara on March 31 and April 8, 2026, from 6:30pm – 8:30pm.
- iv.** CCRR is in the process of hiring an Administrative Assistant to provide administrative and clerical support for programs and services within CCRR. Further details are available on the CCRR website.

10. Next Meeting

The next meeting will take place on April 1, 2026, at 7:00 p.m., virtually.

11. 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 4, 2026.

Maryam Bawa
Maryam Bawa, Chair

April 14, 2026
Date

Talia Aarons
Talia Aarons, Recording Secretary

April 14, 2026
Date