

4:30pm

via Zoom

<https://sd38.zoom.us/j/64600297170>

Passcode: 6000

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

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í X Adopt Agenda

î X Approve Minutes

Public minutes from meeting held June 7, 2023 attached.

ï X Facilities Planning Update (standing item)

Report from the Director, Richmond Project Team v D v P œ U & j attached. W o v v ] v P

ð X Capital Projects Update (standing item)

Report from the Director, Richmond Project Team attached.

ñ X Facilities Services Update (standing item)

Report from the Director, Facilities Services attached.

ò X Minutes for Information

- Child Care Development Advisory Committee Meeting  
Minutes of Meeting held May 3, 2023 attached.

ó X Next Meeting Date t October 4, 2023 at 4:30pm

ô X Adjournment

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## Report to Facilities and Building Committee (Public)

DATE: September 6, 2023  
FROM: Steve Ahluwalia, Director, Richmond Project Team  
Umur Olcay, 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

9 ' } o î W d Z facilities are well maintained, equitable, safe, and conducive to learning.

### DISCUSSION

Major Items of note:

1. Long Range Facilities Plan (LRFP)

The Planning Team continues to update the LRFP Action Plan to track planning actions, facilities decisions of the Board of Education and potential or recommended changes for the next revision of the LRFP in 2024

2. Seismic Mitigation Program (SMP)

Refer to Richmond Project Team Report

3. Childcare BC New Spaces Fund (NSF)

Refer to Richmond Project Team Report

4. Seamless Day Kindergarten Program

James Whiteside Elementary is the first school in Richmond to host a Seamless Day Kindergarten program beginning in September 2023. Facilities Planning has supported Learning Services throughout the licensing process at James Whiteside Elementary.

5. Integrated Child & Youth Teams (ICY)

R.M. Grauer Elementary and Kathleen McNeely Elementary were selected for the office spaces for ICY teams as of September 2023. Plans are underway to grow to four teams from the initial two in the coming year, the Planning Team is working with Learning Services to identify future location spaces within the district to accommodate the new teams.

6. Indigenous Gathering Spaces:

Indigenous Gathering Spaces are currently located at H.J. Cambie Secondary and R.M. Grauer Elementary. The Planning Team has been reviewing the availability of locations with regards to the addition of two additional spaces within the district. Funding was approved by the Board in Fall 2022 for the development of these spaces, and the Planning Team is assessing the viability of available space within school locations across the district, as well as other options.

Richmond School District  
7811 Granville Avenue, Richmond BC V6Y3E3  
604-668-6000 [lsd38.bc.ca](http://lsd38.bc.ca)

8. James Whiteside Elementary Childcare Facility (\$1.98 Million)
  - x Construction is in progress with expected completion in 2024.
9. James McKinney Elementary Childcare Facility (\$1.98 Million)
  - x Construction is in progress with expected completion in 2024.
10. William Bridge Elementary Childcare Facility (\$1.98 Million)
  - x Construction is in progress with expected completion in 2024.
11. Adult Education Centre Childcare Facility (\$2.3 Million)
  - x Construction is in progress with expected completion in 2024.

B. Major Local Capital Projects (capital projects greater than \$1 Million funded by Board of Education)

1. Rideau Park Resource Centre (\$4 Million)
  - x Construction completed and staff are moved in
2. Classroom Ventilation Program (\$12 Million max.)
  - x Construction completed at all 12 elementary schools (Mitchell, Manoh Steves, Walter Lee, Blundell, Donald McKay, William Cook, Garden City, MR Grauer, Thomas Kidd, Daniel Woodward, Alfred Dixon, and W.D. Ferris)
  - x By December 2023 we will complete mechanical ventilation retrofits in 27 portable classrooms.

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

1. Mechanical System Upgrades
  - x Wood shop dust extraction system replacement at Matthew McNair Secondary planned completion by September 2023 (2022/23 SEP \$472,000)
  - x Wood shop dust extraction system replacements at R.A. McMath Secondary and Richmond Secondary in design; completion by September 2024 (2023/24 SEP \$768,000 ~~\$495,000~~)
  - x Lab ventilation system upgrades at 10 secondary schools planned for completion by September 2023 (2022/23 SEP \$252,730 / 2023/24 CNCP \$734,808). Three are fully completed.
  - x Direct Digital Control (building automation system) replacements at R.A. McMath Secondary, Samuel Brighthouse Elementary and Hamilton Elementary; completion by December 2023 (2023/24 CNCP \$471,562)
2. Electrical System/Energy Upgrades
  - x LED lighting upgrade at Hugh McRoberts Secondary and Lord Byng Elementary, completion by March 2024 (2023/24 CNCP \$636,000)

D. Minor Capital Projects (less than \$1 Million, but of significance)

- x BC Hydro electrical service upgrade at Maunoh Steves Elementary completed. This was undertaken to accommodate the new classroom ventilation system and new modular childcare facility (\$200,000)
- x Plumbing Upgrade Program completed 39 drinking water stations (sinks, fountains and bottle fillers) with elevated lead levels were remediated and 15 handwashing sinks were installed under the p5 687.47 T > 151925 T d r



## Report to Facilities and Building Committee (Public)

DATE: September 6, 2023  
FROM: Kristopher Wilkins, Director, Facilities Services  
SUBJECT: Facilities Services Division Update

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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

Facilities are well maintained, equitable, safe, and conducive to learning.

### DISCUSSION

#### Maintenance Activities

Highlights in the Maintenance Department's summer projects

- x Continuing work on preventative, scheduled and service call maintenance the Architectural, Mechanical, Electrical and Grounds Departments.
- x Projects supported by the 2023/2024 Facilities Renewal Program, funded by the Annual Facilities Grant, School Enhancement Program, Carbon Neutral Capital Program and other sources (\$1.5 Million) are well underway.
- x Carpentry
  - o Roof replacement completed at Facilities Services Centre
  - o Roof replacements substantially complete at Steves, Palmer, Tomsett, Gilmore, Ferris;
  - o Roof replacement nearing completion at the Board Office;
  - o Metal roof coating substantially completed at Cambie
  - o Gym wall acoustic panel upgrade substantially complete at Blundell and Gilmore
  - o Gym ceiling acoustic panel replacement completed at Boyd
  - o Acoustic panel replacement at McRoberts, Kingswood, Wark, Kildour, Richmond Secondary Westwind and Gilmore;
  - o Replacement of sliding partitions with new mall sliders nearing completion at Kingswood
  - o Completed several minor renovations to spaces in multiple schools (McKay, Westwind, Garden City and Quilchena) to prepare for new classroom spaces and
  - o Completed renovations at McRoberts including the library, new counselling office and

meeting room

x Grounds:

- o Major paving project nearing completion at Mitchell;
- o Minor paving substantially completed at Dixon, Garden City, Homma and Gilmore;
- o Playground expansion completed at DeBeck;
- o Replacement of playground borders at Anderson is complete, work is underway at Byng;
- o Outdoor classroom and learning area expansion completed at Gilmore, with work to start in September at MacNeill;
- o Major site cleanups across Districts completed for school re-opening and
- o Summer playground inspections and full protection on top packs as the District completed.

x Finishes:

- o Interior re-painting completed at Rideau P7 at 1885-1915 (w) 4013-2-0085, w68750, 4627, 174

re Rideau

## Operations Activities

Highlights in the Operations & Rentals, Transportation, Assets & Safety and Energy & Sustainability Departments to prepare for the school year

### { Operations & Rentals

- Completed summer clean up duties, while working around summer programs, daycares, city rentals, and project work;
- Successfully ran Operations Department Professional Development event for Operations Staff;
- Allocated cleaning hours for the additional portables and modular buildings
- Reviewing the BSW (Building Service Workers) substitute roster to ensure adequate replacement staff are available;
- Continuing to restructure the Rentals Department, updating website rentals information, implementing credit card payment option, changed selection process for daycares
- Review of the agreements between the City of Richmond and the Richmond School District underway.

### x Transportation & Assets

- Collaborating with Learning Services staff and engaging the independent consultant to review student transportation, with a primary emphasis in developing and implementing recommendations to ensure timely student arrival to schools and consider the student transportation policies;
- Will be continuing to work closely with Learning Services staff to best allocate Transportation resources
- Buses cleaned and serviced for the new school year
- Successful summer with International Education Program field trips and new student orientation field trips

### x Energy and Sustainability

- Hired Travis Wong as our

# Minutes

Planning and Development Division  
Community Social Development

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## Child Care Development Advisory Committee

May 3, 2023

7:00 PM

In Person Meeting held at Richmond City Hall, Room M.1003

**Members in Attendance:** Chantelle Pereira (Chair), Tania Lam, Diana Ma, Elana van Veen, Karen Jensen, Harinder Mahli, Rowena Raber, Vedrana Tomic, Jocelyn Wong, Rowena Raber, Joyce Lin, Chris Duggan (Staff Liaison), Carol Day (Council Liaison), Heather Larson (Trustee Liaison)

**Regrets:** Kevin Ching (Vicechair), Zolzaya Tuguldur, William Tsai.

### 1. Welcome, Introduction and Regrets

The Chair welcomed all committee members to the meeting

ii. **Child Care Month Sub-committee**

A reminder was provided regarding the Child Care Symposium for 2023 taking place on Saturday, May 6 from 8:30am-2:30pm at Richmond City Hall. Registration closes May 4.

An update was provided on the Child U H Art Exhibition for 2023 to be held May 8 & May 31 at the Brighthouse Branch of the Richmond Public Library. Information was also provided on the Artist Appreciation event to be held at the Brighthouse Library May 24, 4:00-6:00p.m. for children who contribute

