

## Facilities and Building Committee Public Meeting Minutes

Wednesday, September 6, 2023 - 4:30 pm  
Via Zoom

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**Present:**

Chairperson	K. Hamaguchi
Vice-Chairperson	D. Tablotney
Trustee Member	H. Larson
Trustee Alternate	A. Wong
Trustee	R. Belleza
Superintendent	C. Usih
Secretary Treasurer	C. Wang
Deputy Superintendent	R. Ryan
Executive Director, Learning and Business Technologies	R. Laing
Director, Richmond Project Team	S. Ahluwalia
Director, Facilities Services	K. Wilkins
President, Richmond Teachers' Association	L. Baverstock
2nd Vice President, Richmond Teachers' Association	F. Marsic
3rd Vice President/Pro-D Chair, Richmond Teachers' Association	J. Cho
President, CUPE 716	S. Robinson
Representative, Richmond Management and Professional Staff	J. Canlas
President, Richmond Association of School Administrators	G. Fitt
Executive Assistant (Recording Secretary)	T. Lee

The meeting was called to order at 4:31 pm.

The Richmond Board of Education acknowledged and thanked the First Peoples of the hən̓q̓əmiñəṅ language group on whose traditional and unceded territories we teach, learn and live.

The Chairperson facilitated introductions among trustees, staff, and stakeholder representatives before moving to the agenda items.

**1. Approval of Agenda**

The agenda was adopted as circulated.

**2. Approval of Minutes**

Minutes from the June 7, 2023 meeting was approved as circulated.

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

The Director, Richmond Project Team referred to his report as included in the agenda package.

The President of Richmond Teachers' Association inquired about stakeholder consultations and possible next phase of the implementation of the Long Range Facilities Plan (LRFP) and the progress of the new Indigenous Gathering Spaces (IGS). The Superintendent noted the implementation of LRFP is currently ongoing and there may be adjustments to the timelines following the updated enrolment projections. The Director, Richmond Project Team noted the team is working with the Learning Services to identify the locations of the two additional IGS. Further discussion ensued regarding the IGS.

The Director, Richmond Project Team then responded to Trustee Larson's question regarding the timing of short to medium term projects for City Centre Growth Planning.

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

The Director, Richmond Project Team spoke to his report as included in the agenda package. He highlighted ongoing and completed capital projects in the district and thanked the Board for their approval and support on the Board funded capital projects.

The Director, Richmond Project Team then responded to trustees' questions regarding:

- Classroom Ventilation Program on portables;
- Funding for Dixon Elementary's seismic upgrade project;
- Location of the childcare facility at the Adult Education Centre;
- Challenges the projects may be facing; and
- Upcoming seismic projects.

The President of Richmond Teachers' Association noted her appreciation of portables being included in the Classroom Ventilation Program.

The Director, Richmond Project Team then responded to a question from the President of CUPE 716, regarding expected completion dates of projects and noted the timelines will be met in 2024.

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

The Director, Facilities Services spoke to his report as included in the agenda package. He highlighted the focus of roof, flooring, and boiler replacements, and the exterior re-painting of McRoberts. He thanked staff for their hard work over the summer to prepare for school opening.

He then responded to trustees' questions regarding:

- Energy savings and costs of LED lighting;
- Security upgrades for sensor and system replacements;
- Completion date for the Sea Island daycare playground;
- Joint use agreement between the City of Richmond the Richmond School District; and
- 2024 Continuous Optimization, an overall review of programming for direct digital controls of the HVAC system.

Trustees thanked the Facilities team for all their work over the summer.

The Director, Facilities Services then provided further details on the vandalization and security of the rainbow crosswalk installations following questions from the President of CUPE 716 and the Chairperson.

**6. Minutes for Information**

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

Minutes of Meeting held May 3, 2023 were attached for information.

**7. Next Meeting Date – October 4, 2023 at 4:30 pm**

The Chairperson noted the meeting format of future Committee meetings will continue via Zoom.

**8. Adjournment**

The meeting adjourned at 5:07 pm.

*Respectfully Submitted,*

*Ken Hamaguchi  
Chairperson, Facilities and Building Committee*