



SCHOOL DISTRICT NO. 38 (RICHMOND)

## Council/Board Liaison Committee Public Minutes

**Tuesday, MAY 8, 2007**  
**9:30 a.m.**

School District Administration Building  
**4<sup>th</sup> Floor Board Room**

Present: School Trustee Donna Sargent, Chair  
School Trustee Linda McPhail  
Councillor Linda Barnes

Also Present: T. Crowe, Manager, Policy Planning\*  
D. Semple, Director, Parks & Public Works Operations  
K. Sparrow, Director, Recreation & Culture  
G. Young, Director, Olympic Office  
B. Beirsto, Superintendent of Schools  
K.L. Morris, Secretary Treasurer  
E. Thorleifson, Manager of Facilities  
K. Littlewood, Executive Secretary, SD 38  
\*Not present at the start of the meeting

Regrets: Councillor Derek Dang

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Call to Order: The Chair called the open meeting to order at 9:33 am

The Chair asked for Introductions of all those present.

### **1. ADOPTION OF AGENDA**

It was moved and seconded

**That the agenda for the meeting of Tuesday, May 8, 2007, be adopted as amended.**

Move: 3.1 Council/School Board Liaison Committee - Referral from Richmond City  
Council Amended Terms of Reference

Move: 3.2 Visioning Sessions

Move: 7.2 2010 - City's Olympic Planning Committee

CARRIED

2. **MINUTES**

It was moved and seconded:

**That the minutes of the meeting of the Council Board Liaison Committee held on Tuesday, March 27, 2007 be adopted as circulated.**

CARRIED

Item 3 BUSINESS ARISING moved to later in the agenda

4. **NEW BUSINESS**

**4.1 Westwind Park Fitness/Walking Track Proposal**

The Secretary Treasurer provided background. He noted that PAC groups are separate from the Board legally and financially. Expectations were explained to the Westwind PAC and City staff at a meeting on March 30, 2007. The example of the Boyd Park Artificial Turf Fields was provided to explain how such collaborative projects between the City and the School District are managed.

A letter to Mr. D. Weber with resolutions was distributed outlining a template for the building of such facilities.

The Secretary Treasurer explained that a letter had been sent to the City a year ago setting out the school district's expectations and that the matter was responded to in February, 2007 with the delay in final approval for the batting cage being due to an agreement being drafted by the City's legal staff.

Mr. Crowe joined the meeting at 9:40 am.

Trustees and City staff felt that both these projects indicate a willingness to work together. Trustees had questions about community initiated capital projects. Mr. Semple will provide an explanation of the City process for approval of community initiated projects to School District staff.

The Superintendent reported the formation of a new committee, the Joint School District City Management Committee (JSDCMC), that will ensure pro-active staff level communication. Two subcommittees of the JSDCMC will deal with Land and Programs. Through these committees staff will promote mutual understanding of School District and City processes as well as share information about any major initiatives or community consultation processes. The Land sub-committee will also undertake a review of school/park sites and develop a strategic plan for future acquisitions and dispositions.

Communication with the Westwind PAC has been initiated by the Secretary Treasurer's office and Mr. Semple will work with Mr. Morris to provide an action plan to the PAC. The conditions parallel the conditions set out in the Boyd ATF Board resolution. The track is currently in design and the Director of Parks will work with the PAC and the District's Manager of Facilities on the community project. Funding has yet to be completed. However, it was explained that community fund raising is for a resilient surface and not for the substrate so that the complete track will be built even if that fund raising is incomplete. The batting cage is proceeding with the previous approval from the Secretary Treasurer on the assurance from the Director of Parks that the conditions in the Board resolution will be met by the City.

These encumbrances of Board property were discussed. A question was asked about the Board request to access the Steveston London site across City land and the internal processes that are required to facilitate such approval. The Manager of Facilities explained the consultation with the City's legal counsel and the temporary permits that have been received over the past two years.

#### **4.2 Palmer/Garden City Park Batting Cage Proposal**

Addressed in item 4.1 above.

#### **4.3 Richmond Field Sport Strategy**

The Secretary Treasurer gave background on fees being charged by the City for activities on Board property.

A community initiated process of planning for sustainability of fields was explained by Mr. Semple, who indicated that this process is intended to maintain and improve the quality of the sports fields. It was noted that no fees are being charged for elementary field sites at this time but the City would like to initiate this with Board approval. Funding strategy recommendations could be considered.

An explanation of the grass cutting block booking agreement was given by the Secretary Treasurer. It was explained that the fees are intended for capital enhancement and not as part of the above noted agreement.

Discussion of the link to the Sports Council was outlined by Mr. Semple. It was noted that community initiated projects are new to the School Board and the necessity of broader discussions between the two parties was stressed.

Mr. Semple explained current fees and charges are going into a capital account and the Sports Council makes recommendations to council on how those fees should be used to improve sites. The expectations of an outside group and the political position this puts the Board in was outlined by the Secretary Treasurer.

It was recommended:

**THAT the City of Richmond's request to charge a fee for the use of District fields be referred to the Personnel and Finance Committee for further consideration.**

CARRIED

#### **4.4 Richmond Soccer Alliance – Field Sport Strategy**

Trustee McPhail introduced correspondence for information from the Richmond Soccer Alliance. There was discussion of the possibility of providing artificial turf fields at the South Arm/Whiteside site.

It was felt that the JSDCMC should be made aware of this. Clarity of community initiated proposals needs to be outlined.

It was recommended:

**THAT correspondence from the Richmond Soccer Alliance be referred to the Joint School District City Management Committee for further discussion.**

CARRIED

Item 7.2 was moved to this point in the agenda.

#### **7.2 2010 - City's Olympic Planning Committee**

Mr. Young outlined his background and provided an update of ongoing projects such as staff to staff meetings and an upcoming soft launch for an internet curriculum site for teachers. The three-pronged Olympic program of culture, sport and the environment was explained.

Interest in the schools is evident already and care is being taken to include Trustees and Councillors in planned events.

There was discussion of the School Calendar distributed by the Ministry of Education last week and how events may be altered to accommodate the Olympics' schedule. A copy of the calendar was forwarded to the City's Olympic Office.

Mr. Young departed the meeting at 10:35 am

#### **4.5 School Eligibility for Casino Grants**

The Secretary Treasurer provided background on the Coquitlam School District's ability to access casino funding for playgrounds. It was felt that Richmond would also be able to access casino funds and Mr. Semple will work with the school district to facilitate this. A process for schools applying for funding will be looked at as this is a Ministry guideline.

Mr. Crowe commented that many school boards could approach the province for a percentage and this would benefit all. Currently PACS raise money for playgrounds.

### **5. PROGRAMS**

#### **5.1 ASSET Group - Standing Item**

The Superintendent spoke to community connections program discussions held at Anderson, Cook and Hamilton schools.

Ms. Sparrow provided background on the Asset Group which is made up of health, city, Ministry, RCMP, and school district personnel who meet to share program information and promote collaboration between agencies. Members use the Asset Development philosophy to build coherence between their programs. There was further discussion on Youth Week and 'Street Team', a group that will promote "How adults can better interact with youth". Copies of the group's posters will be supplied to the School District as well as put up in public locations throughout the community.

The suggestion was made to have parent associations and seniors groups involved and help with the Asset group. Bringing information to the Board to get the word out to the community is helpful. The Secretary Treasurer suggested using RichNet as a tool to be used for this.

It was recommended:

**THAT Street Team make a presentation to the Board of School Trustees of their upcoming activities.**

CARRIED.

The Superintendent explained a recently announced provincial program to fund settlement workers in schools. A significant number of workers will be hired to assist immigrant families with children in school. The Secretary Treasurer provided an explanation of a software program entitled Theme Map that shows graphically, by catchment area, all of the census data, income, home language, marital status, and religion of the people living in the area. It was felt this program would help with the location of the settlement workers. Mr. Crowe noted two groups, the Intercultural committee and the Multi Cultural Helping House Society, as other groups that could be involved.

The Superintendent commented on the fact that the School Board will soon be renamed the Board of Education and will have responsibility for developing a Community Literacy Plan and noted invitations have been sent out to various agencies to begin discussion in this regard. There was discussion of Libraries and the connection to the Community Literacy Plan

It was recommended:

**THAT the Community Literacy Plan item be brought to the first Council Board Liaison Committee meeting in fall, 2007.**

CARRIED

## **6. FACILITIES**

### **6.1 City School Land Planning Committee**

The Secretary Treasurer commented on the intent of the JSDCMC and reported that information would be sent to senior staff (TAG and DMC). An outside consultant will look at all City and School Board lands and report back to the committee by the end of December.

### **6.2 OCP Bylaw.**

No new information was provided by Mr. Crowe. The City Centre Area Plan is ongoing this year with internal discussions and discussions with the School District before the year is out. Next year will be an OCP year.

The Superintendent noted that the City will be developing more demographic information over the summer and a visioning session will occur in September.

## 7. INFORMATION/STANDING ITEMS

### 7.1 School Planning and Construction Schedule

Mr. Thorleifson provided an update and noted building is moving forward on the Steveston London site. The work on the building envelope at McKinney is ready to begin and the seismic project at Garden City and Brighthouse is complicated due to the soil analysis being conducted.

Mr. Crowe departed the meeting at 11:10 am.

There was discussion concerning driveway access to Steveston London. Mr. Thorleifson explained that initially a temporary Licence to Occupy agreement was required by the City. Mr. Semple explained that the interim agreement was intended to become a permanent agreement and he will contact the legal office in order to facilitate this.

It was recommended:

**THAT the lawyers involved in access to the Steveston London site be asked to expedite the agreement.**

**AND FURTHER THAT this agreement be utilized as a template for future ongoing projects.**

CARRIED

There was discussion concerning traffic and traffic patterns and the Secretary Treasurer advised that the Traffic and Technical Advisory Committee deals with queries of this nature and is comprised of City of Richmond, RCMP, ICBC, and District Staff personnel. The suggestion was made for politicians in Richmond to connect and together, raise the awareness level in the community.

### 7.3 City Centre Area Plan

Discussed earlier in the agenda.

Item 3 moved to this point in the Agenda. City and District staff left the meeting at this time.

## 3. BUSINESS ARISING

### 3.1 Council/School Board Liaison committee – Referral from Richmond City Council Amended Terms of Reference

The Amended Terms of Reference were approved by City Council.

### 3.2 Visioning Sessions

The draft Agenda for the Visioning session was discussed.

**8. NEXT MEETING**

The next meeting of the Council Board Liaison Committee is scheduled for September, 2007.

**9. ADJOURNMENT**

It was moved and seconded

**That the meeting adjourn at 11:20 am**