



## City of Richmond

6911 No. 3 Road, Richmond, BC V6Y 2C1  
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December 20, 2006

✓File: 08-4045-20-10/2006-Vol 01

City Clerk's Office  
Telephone: 604-276-4007  
Fax: 604-278-5139

Mr. Ken Morris, Secretary Treasurer  
School District No. 38 (Richmond)  
7811 Granville Avenue  
Richmond, BC V6Y 3E3

Dear Mr. Morris:

**Re: Request to Appear as a Delegation on the Draft City Centre Area Plan**

In response to the request on behalf of the Board of School Trustees dated December 6, 2006, this is to confirm that arrangements have been made for a delegation representing the Board of School Trustees to appear at the Council Meeting scheduled for Monday, January 8, 2007, at 7:00 p.m. in the Council Chambers, Richmond City Hall.

Because the City Centre Area Plan is not otherwise scheduled to be on the agenda, the delegation will be heard at or near the end of the Council meeting in accordance with the Council Procedure Bylaw. It is also noted that in the letter of December 6<sup>th</sup> an extended presentation time was requested, however, Council procedures only allow five minutes for the presentation, not including any questions which Council members may ask. This five-minute limit is strictly enforced to ensure that all business for the meeting is dealt with, and any increase in the amount of presentation time will require a resolution of Council.

If you wish to have a written copy of the submission circulated to Council in advance, or if there is any supporting material that you wish to have circulated with the agenda, please provide me with a copy by the end of the business day on Wednesday, January 3, 2007.

If you have any questions, please do not hesitate to contact me at 604-276-4007.

Yours truly,

David Weber  
Director, City Clerk's Office



**School District No. 38 (Richmond)**

7811 Granville Avenue, Richmond, B.C. V6Y 3E3

**FILE**

Tel: 604-668-6000 Fax: 604-668-6161

4045-20-10

December 19, 2006

Mayor Malcolm Brodie  
City of Richmond  
6911 No 3 Road  
Richmond, BC  
V6Y 2C1

Dear Mayor Brodie:

**Draft City Centre Area Plan (CCAP)**

Further to previous correspondence, and our conversation today, a majority of school trustees still saw benefit in attending the January 8, 2007 Open Council Meeting. I would also like to take you up on your offer to have the School Board on the agenda of the Planning Committee on January 16, 2007 where we will make a brief on the CCAP.

Please convey the Board's thanks to Cathy Carlile and Terry Crowe for attending our in-camera meeting. The information they provided was very helpful.

Sincerely,

Mrs. Linda McPhail, Chairperson  
On Behalf of the Board of School Trustees

cc: Trustees  
B. Beairsto, Superintendent of Schools  
K. Morris, Secretary Treasurer  
Members of Council  
D. Weber, Director, City Clerk's Office

**BOARD OF SCHOOL TRUSTEES**

Chak Kwong Au Sandra Bourque Andy Hobbs  
Linda McPhail Donna Sargent Bobby Singh Grace Tsang

**1906 - 2006**

*Celebrating 100 years of Public Education in Richmond*

**Bruce Beairsto**  
Superintendent of Schools

**Ken Morris**  
Secretary-Treasurer