



SCHOOL DISTRICT NO. 38 (RICHMOND)

Council/Board Liaison Committee Public Minutes

Tuesday, MARCH 27, 2007

9:30 a.m.

School District Administration Building
3RD Floor Board Room

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

Also Present: K. Littlewood, Executive Secretary, SD 38

Call to Order: The Chair called the open meeting to order at 9:50 am

1. ADOPTION OF AGENDA

It was moved and seconded

**That the agenda for the meeting of Tuesday, March 27, 2007,
be adopted as circulated.**

CARRIED

2. MINUTES

It was moved and seconded

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

CARRIED

At this point in the Agenda the Recording Secretary was asked to leave the meeting in order for Trustees and Councillors to discuss Business Arising.

3. BUSINESS ARISING

3.1 Council/School Board Liaison Committee – Referral from Richmond City Council

The Recording Secretary returned to the meeting at 10:35 am.

Trustees and Councillors discussed changes to the proposed Terms of Reference.

RECOMMENDATION: that the amended draft Terms of Reference for the Council Board Liaison Committee be presented to the respective boards for discussion, review and comment and be brought back to the next Council Board Liaison Committee meeting.

CARRIED

RECOMMENDATION: Council Board Liaison Committee recommends that City Council and School Board meet no later than the end of May to have a visioning exercise to discuss communication and consultation processes.

CARRIED

There was discussion concerning the current status of the City Centre Area Plan. It was felt that comments from the Board would be put forward once demographic studies and community comments had been submitted.

Discussion took place concerning the length of time for consultation on the next phase.

RECOMMENDATION: Subsequent to the visioning exercise a meeting will be convened at a date to be determined to discuss the City Centre area plan.

CARRIED

4. NEW BUSINESS

Nil

5. PROGRAMS

Nil

6. FACILITIES

Nil

7. INFORMATION/STANDING ITEMS

7.1 School Planning and Construction Schedule

No report

7.2 2010 - City's Olympic Planning Committee

No report

7.3 City Centre Area Plan

No report

8. NEXT MEETING

The next meeting of the Council Board Liaison Committee is scheduled for Tuesday, May 8, 2007, 9:30 am, 4th Floor Boardroom, Administration Building.

9. ADJOURNMENT

It was moved and seconded

That the meeting adjourn at 11:05 pm

CARRIED

Proposed Terms of Reference
Richmond City Council/School Board Liaison Committee

Purpose

The purpose of the Council/School Board Liaison Committee is to provide a framework for cooperation between the City of Richmond and the Richmond School District No 38. These efforts will enhance both parties' abilities to fulfill their mandates and provide optimum benefits for the entire Richmond Community.

Mandate

The mandate of this committee shall be to ensure effective communication between parties, to make recommendations, and to provide input, feedback and comments to Council and to the School Board on resolution of issues and opportunities jointly affecting both parties. The committee respects the mandate and authority of each party as an independent authority.

Scope

The scope of the committee will include, but not be limited to, matters related to Area and Official Community planning, communication and consultation, accessibility, safety, environment, economic and promotional opportunities, land acquisition or disposition, development and operation of facilities, joint programs, co location and services where joint or potential joint interests exist. Each party will identify areas of potential joint interests.

Principles

The principles guiding the relationship and the work of the Committee are:

Cooperation	Both parties to will be cooperative and strive for a cooperative relationship between each other.
Community Building	Both parties strive to build community.
Leadership	The Committee will provide leadership and ensure accountability to all of its actions.
Shared use	Where identified, that school sites and recreation sites, facilities and resources will be shared.
Cooperative planning	That school sites, parks and recreation sites and facilities be co-operatively planned for maximum benefit for the community of Richmond.
Financial Sustainability	Financial sustainability will be ensured in any joint opportunities.
Consultation	Both parties undertake ongoing consultation with each other on matters of mutual interest.
Efficiency & Effectiveness	That the resources of the both parties and stakeholder groups be efficiently used and extended for the maximum benefit of the community.
Partnership	Both parties value and respect an effective partnership with each other and other stakeholders in the City.

Objectives, Expectations and Outcomes

The primary objectives of the School Council Liaison Committee are political interface and liaison, communication and consultation and accountability and ratification of direction.

The objective of the City Council School Board Liaison Committee is to ensure authentic communication and dialogue between City Council and the School Board on matters of mutual interest. Processes will be in place to enable this dialogue. The Committee will be accountable for its recommendations and will ensure that all direction is ratified by City Council and the School District accordingly. Administrative staff will play a support role.

Committee Membership

- 2 councillors (need representation from PRCS, planning)
- 2 trustees

Procedures

The Committee will meet not less than 4 times per year at the call of the chair. There will be no meetings in July and August each calendar year. The chair will rotate between each party annually, School Board in odd years and the City in even years. The chairing body will administer all committee activities. Each respective party will ratify minutes. Minutes will ensure recommendations for action are noted. Staff members will attend as required.

A year end report to be presented outlining issues, actions and their progress.