



## Council/School Board Liaison Committee

- Date: May 25, 2016
- Place: Anderson Room  
Richmond City Hall
- Present: Councillor Linda McPhail, Chair  
Councillor Alexa Loo  
Trustee Debbie Tablotney  
Trustee Donna Sargent  
Trustee Alice Wong
- Also Present: Cathryn Volkering Carlile, General Manager, Community Services, COR  
Kim Somerville, Manager, Community Social Develop, COR  
Serena Lusk, Senior Manager, Recreation and Sport Services, COR  
Bryan Tasaka, Manager, Major Events and Film, COR  
Mike Redpath, Senior Manager, Parks, COR  
Lesley Sherlock, Planner 2, COR  
Donna Chan, Manager, Transportation Planning, COR (entered at 9:02 a.m.)  
Sherry Elwood, Superintendent of Schools, SD38  
Clive Mason, Director, Facilities Planning, SD38
- Call to Order: The Chair called the meeting to order at 9:00 a.m.

### AGENDA

It was moved and seconded

*That the Council/School Board Liaison Committee agenda for the meeting of May 25, 2016, be adopted as amended:*

The Chair advised that Item 1 - Joint School District / City Management Committee, would be removed from the agenda.

**CARRIED**

# Council/School Board Liaison Committee

Wednesday, May 30, 2016

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## MINUTES

It was moved and seconded

*That the minutes of the meeting of the Council/School Board Liaison Committee held on March 30, 2016, be adopted as amended.*

**CARRIED**

## STANDING ITEMS

### 1. **PROGRAMS**

No discussion.

### 2. **TRAFFIC SAFETY ADVISORY COMMITTEE**

The Committee confirmed that the report “Endorsement of Bike Right Initiative” dated April 20, 2016 from the Director, Transportation, had been received for information.

Donna Chan, Manager, Transportation Planning, COR, noted that: (i) several school districts have endorsed the Bike Right initiative, (ii) the City is currently funding cycling education in approximately two to three Richmond schools per year, (iii) endorsement of the Bike Right initiative would provide more money to the cycling education programs and allow the City to use the saved funds towards meeting future demand for the program, and (iv) providing these services would encourage the next generation to use bikes as a method of transportation.

In reply to questions from the Committee, Ms. Chan noted that, HUB and Haste are agencies which help to deliver programs, however, Bike Right is a Metro Vancouver initiative funded by the Province. The Committee noted that it would be useful for the School District to also endorse the initiative, as they receive funding directly from the City for the cycling education programs, and that it would be beneficial for Ms. Chan to continue to work with the Superintendent Elwood to spread the information in the report.

### 3. **CANADA 150 CELEBRATION**

Bryan Tasaka, Manager, Major Events and Film, COR, briefed the Committee on the Richmond Canada 150 Community Celebration Grant Program and provided a handout detailing application guidelines to applying for grants (attached to and forming part of these minutes as Schedule 1).

Mr. Tasaka noted that many existing events, organizations and groups were incorporating the Canada 150 theme into their proceedings and that the School District, specifically the PAC Committees and neighbourhood organizations, were eligible to apply. The Committee agreed that it would be beneficial for Mr. Tasaka to create and send a one page summary to the School District detailing the application procedures.

# Council/School Board Liaison Committee

Wednesday, May 30, 2016

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The Music in the Plaza Series (MPS) - an afternoon event open for students to attend during their lunch hour - was mentioned by Mr. Tasaka as an event which could resonate with the School District as it has the potential to be youth driven. The Committee agreed that Canada 150 Celebration events would offer students opportunities to fill their volunteer hours and suggested that Mr. Tasaka present the idea at the Education Committee and Table 38 meetings.

## 4. **SCHOOL PLANNING AND CONSTRUCTION SCHEDULE**

Clive Mason, Director, Facilities Planning, SD38, briefly touched upon the progression of the events leading to the consideration of school closures. He noted that a report was being prepared detailing the results of the open houses and that the research outlining the schools which may be closed will be ready for presentation in the fall to the School Board Trustees.

Mr. Mason explained that the operating capacities of the schools in question are currently below the recommended guidelines as set by the Ministry of Education but agreed that there are other options which could be considered when finding other uses for the schools. These options include a mixed use of; a kindergarten, community centre, and/or a smaller sized school. The Committee recognized the importance of keeping the facilities open and acknowledged that the usage of schools, playgrounds and parks, brings numerous benefits to the entire community. The School Board Trustees suggested that a presentation be made to Richmond City Council on the importance of schools in communities.

It was confirmed by Mr. Mason that (i) construction on Anderson Elementary was underway, (ii) the Tait Elementary remediation has recently been completed, (iii) Talmey Elementary is in the process of undergoing an updated report prior to the initiation of the building.

## BUSINESS ARISING & NEW BUSINESS

### 5. **RIDEAU SCHOOL - TRAFFIC**

Donna Chan, Manager, Transportation Planning, COR, stated that the speed survey, resulting from a complaint regarding traffic, is expected to be conducted in approximately 4-5 weeks and the Committee will be updated following completion of the survey.

It was also noted by Mike Redpath, Senior Manager, Parks, COR, that the new Rideau playground, subject to approval of the funding from 2017 Capital Program by Richmond City Council, would be built on SD38 property.

# Council/School Board Liaison Committee

Wednesday, May 30, 2016

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## 6. SETTLEMENT WORKERS IN SCHOOLS (SWIS) PROGRAMS

The Committee noted that the City of Richmond sent a letter supporting the position of the School district regarding Settlement Workers in Schools.

Sherry Elwood, Superintendent, SD38, mentioned that that there was a meeting with a Richmond MP during which discussion occurred on the (i) philosophy of SWIS workers, (ii) the changes in funding, (iii) the schools as an anchor for immigrants, and (iv) appropriate mechanisms where funding can increase.

It was noted that School District staff have put together a letter that is being sent to the MPs and that the letter should be also sent to Lesley Sherlock and then forwarded to Council.

The Committee the discussed the option of involving the Richmond Intercultural Advisory Committee in the conversation because the City is able to provide invaluable feedback on the current immigration review going on nationally. It was suggested that the matter be forwarded to Alan Hill, Cultural Diversity Coordinator, COR, for further insight.

## 7. ADULT BASIC EDUCATION PROGRAM

Sherry Elwood, Superintendent, SD38, highlighted the concerns with the current Adult Basic Education Program, stating that (i) those interested in adult education are unsure if the courses will be available, (ii) courses are constantly changing and becoming grandfathered, and (iii) uncertainty regarding requirements for graduation causes difficulties for those seeking to complete their programs.

Committee noted that the funding for the program has been cut and that it is essential that the courses receive sustainable funding in order to keep adult basic education affordable and guarantee equitable access for those who are seeking to complete their courses. Clarification was sought from the Richmond Cultural Service Advisory Committee regarding the intention of the request which was initially brought forward.

## NEXT COMMITTEE MEETING DATE

July 27, 2016 (tentative date) at 9:00 a.m. in the Anderson Room

## NEXT COMMITTEE MEETING DATE

September 21 (tentative date) at 9:00 a.m. in the Anderson Room.

## ADJOURNMENT

It was moved and seconded

*That the meeting adjourn (10:05 p.m.).*

**CARRIED**

# Council/School Board Liaison Committee

Wednesday, May 30, 2016

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Certified a true and correct copy of the Minutes of the meeting of the City of Richmond Council/School Board Liaison Committee held on Wednesday, May 25, 2016.

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Councillor Linda McPhail  
Chair

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Shaun Divecha  
Legislative Services Coordinator  
City Clerk's Office

# RICHMOND CANADA 150 COMMUNITY CELEBRATION GRANT PROGRAM

## Application Guidelines



**City of Richmond**  
Richmond Canada 150 Program Office  
6911 No.3 Road  
Richmond, BC V6Y 2C1

**Manisha Jassal**  
Program Coordinator  
(o) 604-204-8651  
richmondcanada150@richmond.ca



## THE VISION:

*“Richmond’s Canada 150, a multi-faceted, year-long celebration, ignites the passions of the citizens of Richmond, honours Richmond’s distinct and vibrant cultural diversity, and leaves lasting legacies that foster civic pride and carry the spirit of 150 into the future.”*

## Guiding Principles:

- Tie the past with the future – commemorate the history of the community while celebrating the past and shaping the future
- Showcase Richmond – shed a positive light on all Richmond has to offer
- Create legacies – legacies include lasting memories, increased organization and community capacity, physical legacies and pride in the community and the country
- Inclusive – provide opportunities for input and participation for everyone
- Collaborative – partner with other groups and organizations
- Environmentally sustainable – follow the principles set out in the Richmond Sustainable Event Toolkit
- Coordinated – coordinate activities to effectively utilize resources

## Goals:

- Create lasting memories of Canada’s 150th anniversary of confederation
- Celebrate Richmond’s distinct and vibrant cultural diversity

- Celebrate the past
- Expand understanding of the people, places and achievements of Canada and Canadians
- Build vibrant, healthy and connected communities

## ELIGIBLE FUNDING APPLICANTS:

- Applicant must be Richmond based
- Projects must take place in Richmond between January 1st and December 31st, 2017
- Neighbourhood groups (application must come from two individuals living in the same neighbourhood but from different households. Both applicants are responsible for managing the grant money.)
- Not-for-profit community groups
- Collectives representing a variety of different faith groups (application must come from at least two groups of different faiths. Both applicants are responsible for managing the grant money.)
- Communities of interest that are not defined by a geographic base, such as a youth group, racial or ethnic group, LGBTQ group, disability community, etc.
- Individual religious organizations
- Parent Advisory Committees

## INELIGIBLE FUNDING APPLICANTS:

- Individuals
- Political parties or events related to political activities or lobbying
- Specific events or projects that have funding from another City of Richmond grants program (note, if you already have funding for a project, you can still apply for a Richmond Canada 150 grant for a different project.)
- For profit organizations or businesses
- Public and private schools, including post-secondary institutions



## ELIGIBLE PROJECTS EXPENSES:

Funding is available for expenses that are directly related to the delivery of the project, such as:

- Supplies and materials
- Artist fees
- Equipment rental (e.g., tents, audio equipment, toilets, etc.)
- Marketing materials and advertising
- Sustainability initiatives

## INELIGIBLE PROJECT EXPENSES:

- Expenses related to ineligible projects
- Expenses that have already been incurred at the time of application
- Building construction and repairs
- Retroactive funding
- Proposals which primarily fund or award other groups or individuals
- Political activities including:
  - Promoting or serving a political party or organization.
  - Lobbying of a political party, or for a political cause.
- Travel costs
- Ongoing operational expenses for organizations
- Capital projects
- Office administration, facility rental
- Fundraisers
- Deficit reduction
- Activity outside of Richmond
- Bursaries or scholarships

## ASSESSMENT CRITERIA:

- Projects must demonstrate a clear Canada 150 theme
- Events must be open and inclusive and actively engage diverse community members
- Applicants must show evidence of capacity to put on the event

- Project approach must show proper estimate of resources needed and total budget required
- Commitment that your project will incorporate sustainability initiatives

## DOCUMENTING YOUR PROJECT:

To keep a record of Richmond's Canada 150 events for future generations, please document your event through photos, videos, poems, essays, etc. Information on uploading your documentation will be sent upon notification of success of the application.

## HOW TO APPLY:

1. Review the Guidelines for eligibility
2. Contact [richmondcanada150@richmond.ca](mailto:richmondcanada150@richmond.ca) should you have questions on eligibility or other guidelines or if other city services (e.g., venue use, equipment, etc.) may be required
3. Applications are available at [www.richmond.ca/discover/events/Canada\\_150](http://www.richmond.ca/discover/events/Canada_150)
4. Deadline for applications:  
Intake #1: July 11, 2016 5:00 p.m.  
Intake #2: November 18 2016 5.00 p.m.
5. Applicants will be notified of the success of their application approximately 10 weeks from the deadline following ratification by Council

## CONTACT US:

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Richmond Canada 150 Program Office  
6911 No.3 Road, Richmond, BC V6Y 2C1  
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