
TO: CITY MANAGER **DATE:** 2014 October 23

FROM: DIRECTOR PLANNING AND BUILDING

SUBJECT: CHILD CARE FACILITIES AGREEMENT WITH BURNABY SCHOOL DISTRICT #41

PURPOSE: To seek Council authorization to execute a Child Care Facilities Memorandum of Agreement between the City of Burnaby and Burnaby School District #41.

RECOMMENDATIONS:

1. **THAT** Council authorize staff to execute a Memorandum of Agreement between the City of Burnaby and the Burnaby School District #41 for the development of up to twelve new child care facilities on School District lands, as outlined in section 3.0 of this report.
2. **THAT** a copy of this report be forwarded to Mr. Greg Frank, Secretary-Treasurer, Burnaby School District #41.

REPORT**1.0 INTRODUCTION**

The City of Burnaby and the Burnaby School District #41 have identified an opportunity to create new child care facilities on school sites throughout the city. Through the development of a Memorandum of Agreement (MOA) with the School District, the City would fund the capital costs for the development of up to twelve child care facilities on School District lands. The School District would provide sites for the facilities and manage the operation of the facilities by non-profit child care providers. This report provides an overview of the proposed MOA and seeks Council authorization to execute a MOA with the Burnaby School District #41.

2.0 CHILD CARE IN BURNABY

The availability of quality child care meets an important community need and contributes to the social and economic well-being of the city. Quality child care is a major factor in the location and relocation decisions of both families and businesses and is a key determinant in recruiting and retaining parent employees. It is also an investment in the future. Quality child care is associated with improved child outcomes including school readiness and success.

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The City's commitment to the provision of quality child care is exemplified in its existing five purpose-built, City-owned child care centres that provide a total of 232 licensed child care spaces. The School District also currently supports child care spaces within District facilities with a total of 777 spaces in 21 school locations. Non-profit child care providers operate the centres providing a self-sustaining range of inclusive, quality child care services for the community, and are directly responsible for the day to day financial operations of the centres.

The proposed MOA between the City and School District, as outlined in section 3.0 below, presents a model for the provision of quality child care services with the notable contribution of capital funding by the City, with the provision of sites on School District lands and the management of the agreements, with non-profit providers, being undertaken by the School District.

3.0 PROPOSED MEMORANDUM OF AGREEMENT

It is proposed that the City enter into a partnership with the Burnaby School District #41 for the placement of up to twelve child care facilities in modular buildings on School District lands. Key contributions to the agreement would be the provision of school lands by the School District for the siting of the facilities; management of the development and construction of the facilities by the City with School District approvals; City funding of all capital construction, capital maintenance and future site restoration costs; School District management of the operating relationship between the District and non-profit child care providers for the provision of child care services in each facility; and provision for day-to-day maintenance and repair, and other operating costs by the child care provider through an operating agreement between the School District and the child care provider.

The City and School District would develop a legal agreement to provide for the placement of each facility on the school site. The School District would have control of the facility for the term of the agreement for the constructed facility. At the end of the term, or the end of life of the structure, ownership of the facility would return to the City at which time, the City would remove the structure, or alternatively, if the School District agrees, transfer ownership of the facility to the School District.

Specific roles and responsibilities for each party in the Agreement would include the following:

City role:

- construction, project management and capital funding responsibilities for the development of the facilities to meet School District needs for siting of the facilities, and to meet all bylaw, Building Code and licensing standards;
- funding of ongoing capital maintenance of the facilities; and,
- site restoration costs at the end of the effective lifespan of the facilities.

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Board of Education role:

- identification and approval by the School District of up to twelve school sites in need of child care facilities;
- identification of the conceptual location for each facility taking into consideration issues such as proximity to school buildings, access, parking, traffic safety, existing services, bylaw, code, licensing requirements, and future school needs;
- management of the operating relationship with non-profit child care providers;
- oversight, scheduling and delivery of capital maintenance for the facilities to the standard funded by the City; and,
- control and operation of the facilities for a term as agreed to by the City and the School District.

Non-profit Child Care Provider role:

- delivery of child care programs;
- operating costs including operational maintenance of the facilities, as specified in an operating agreement with the School District; and,
- operation of child care programs on a not-for-profit basis.

With Council and School District approval of the MOA, it is anticipated that work on the first child care facility would commence this coming year, with additional facilities to follow thereafter, based on a cost effective and efficient model to be established with the first facility.

4.0 RECOMMENDATIONS

The City and the Burnaby School District have identified an opportunity to create new child care facilities on school sites throughout the city. It is recommended that Council authorize staff to execute a Memorandum of Agreement between the City of Burnaby and Burnaby School District #41 for the development of up to twelve new child care facilities on School District lands, as outlined in section 3.0 of this report.

It is further recommended that a copy of this report be forwarded to Mr. Greg Frank, Secretary-Treasurer, Burnaby School District #41.


Lou Pelletier, Director
PLANNING AND BUILDING

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Copied to:

Deputy City Managers
Director Engineering
Chief Building Inspector

Director Finance
Director Parks, Recreation and Cultural Services
City Solicitor