

**FINANCIAL MANAGEMENT COMMITTEE**

*HIS WORSHIP, THE MAYOR  
AND COUNCILLORS*

**SUBJECT: CHILD CARE FACILITIES - FEASIBILITY STUDY**

**RECOMMENDATIONS:**

1. THAT Council approve an expenditure of \$80,000 from Community Amenity funds to finance a feasibility and site review study for the placement and installation of child care facilities on School District property.
2. THAT a copy of this report be forwarded to Mr. Greg Frank, Secretary-Treasurer, Burnaby School District #41.

**REPORT**

The Financial Management Committee, at its meeting held on 2015 January 29, received and adopted the *attached* report seeking funding approval for a feasibility and site review study for the placement and installation of child care facilities on School District property.

Respectfully submitted,

Councillor D. Johnston  
Chair

Councillor C. Jordan  
Vice Chair

Councillor P. McDonell  
Member

Copied to:	City Manager Deputy City Managers Director Planning & Building Director Finance Director Engineering Director Parks, Recr. & Cult. Services Chief Building Inspector Purchasing Manager
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**TO:** CHAIR AND MEMBERS  
FINANCE AND CIVIC DEVELOPMENT  
COMMITTEE

**DATE:** 2015 January 19

**FROM:** DIRECTOR PLANNING AND BUILDING

**FILE:** 13000 02  
*Reference: School District/City of  
Burnaby Child Care  
Facilities*

**SUBJECT: CHILD CARE FACILITIES – FEASIBILITY STUDY**

**PURPOSE:** To seek funding approval for a feasibility and site review study for the placement and installation of child care facilities on School District property.

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**RECOMMENDATIONS:**

1. **THAT** Council approve an expenditure of \$80,000 from Community Amenity funds to finance a feasibility and site review study for the placement and installation of child care facilities on School District property.
2. **THAT** a copy of this report be forwarded to Mr. Greg Frank, Secretary-Treasurer, Burnaby School District #41.

**REPORT****1.0 BACKGROUND**

At its meeting on 2014 October 27, Council authorized staff to execute a Memorandum of Agreement between the City of Burnaby and the Burnaby School District for the development of up to twelve new child care facilities in modular buildings on School District lands. The Burnaby Board of Education subsequently adopted the Memorandum of Agreement at its meeting on 2014 October 28.

Key contributions to the agreement will 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 will have an agreement to provide for the placement of each facility on each school site. The School District will 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 will return to the City at which time, the City will remove the structure, or alternatively, if the School District agrees, transfer ownership of the facility to the School District.

This report seeks Council approval for the expenditure of Community Amenity funds to finance a feasibility study for the placement and installation of child care facilities on school sites.

## 2.0 IMPLEMENTATION OF THE AGREEMENT

As a first step in implementing the Agreement, funding approval is requested to finance a feasibility and site review study for the placement and installation of modular buildings on School District sites. The purpose of the study would be to provide the capital cost and servicing estimate and review of other considerations for implementation of the Agreement.

Specifically, the study would determine:

- capital costs for the purchase of buildings that would be used for the child care centres;
- design specifications for the buildings to accommodate child care centres consistent with the Provincial *Community Care and Assisted Living Act* and the *Child Care Licensing Regulation*;
- servicing costs and considerations for installation of the buildings on School District sites; servicing costs would include water, sewer, electrical and drainage costs;
- site preparation costs and considerations (foundations, retaining walls); and
- access costs (parking and pick-up and drop-off spaces, lighted pathways, Fire Department access).

To assist in determining these costs and considerations, the School District will work with the City to review the designs in relation to example sites for new child care centres. The size and program type of each centre on School District sites would be determined in consultation with the School District and would depend on factors such as cost effective designs of the building, the area required to site the building, and utility and servicing capacity at each site. Flexible design would be sought in order to accommodate a range of child care programs (e.g., school aged care, preschool and infant care) to meet changing child care needs over the lifespan of the buildings.

The feasibility and site review study would provide an estimate of the development costs and siting considerations for implementation of the Child Care Facilities Agreement over the next three to four years. However, it should be noted that over the course of the Agreement, each individual school site identified for a new child care centre will have its own unique conditions and costs. As such, servicing and installation costs will need to be determined for each site prior to the development of each centre. Council approval for advancement of the program would be

To: Finance and Civic Development Committee  
From: Director Planning and Building  
Re: Child Care Facilities - Feasibility Study  
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sought at each stage, including the results of the feasibility study, and decisions on the advancement of any particular site with the consent of the School District.

### 3.0 PROJECT FINANCING

In order to advance the implementation of the Child Care Facilities Agreement with the Burnaby School District, funding is requested in the amount of \$80,000 (inclusive of GST) from Community Amenity funds to finance a feasibility and site review study for the placement and installation of child care centres on School District sites. Funds will be required to engage a consultant to determine capital costs and siting considerations for implementation of the Agreement.

### 4.0 CONCLUSION

To advance the implementation of the Child Care Facilities Memorandum of Agreement between the City and the Burnaby School District, it is recommended that Council approve the expenditure of \$80,000 from Community Amenity Funds to finance a feasibility and site review study for placement and construction of child care facilities on School District property. The results of this study will be present to Council for approval, prior to advancing the first and subsequent installation of each child care centre. Similarly, School District approval for each site under an agreement would be required.

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

As note, the results of the study will be the subject of a future report to Committee and Council.

  
Lou Pelletier, Director  
PLANNING AND BUILDING

MM/JC:sla

Copied to: City Manager  
Deputy City Managers  
Director Engineering  
Director Finance  
Director Parks, Recreation and Cultural Services  
Chief Building Inspector  
Purchasing Manager