

**SOCIAL PLANNING COMMITTEE**

**TO:** MAYOR AND COUNCILLORS

**SUBJECT: SU: CHILD CARE RESOURCES GROUP UPDATE AND 2025  
WORKPLAN**

**RECOMMENDATION:**

**THAT** the Child Care Resources Group workplan for 2025, as outlined in section 3.2 of the report titled “Child Care Resources Group Update and 2025 Workplan” dated January 8, 2025, be endorsed; and

**THAT** an expenditure of \$3,000 from the 2025 Advisory Bodies and Boards budget be approved to support the activities of the Child Care Resources Group in 2025.

**REPORT**

The Social Planning Committee, at its meeting held on January 8, 2025, received and adopted the *attached* report providing an update on the activities of the Child Care Resources Group during 2024 and proposing a workplan for 2025.

On behalf of the Social Planning  
Committee,

Councillor A. Gu  
Chair

Councillor M. Santiago  
Vice Chair

**TO:** SOCIAL PLANNING COMMITTEE (SPC)

**FROM:** ACTING GENERAL MANAGER PLANNING AND DEVELOPMENT

**SUBJECT: CHILD CARE RESOURCES GROUP UPDATE AND 2025 WORKPLAN**

**PURPOSE:** To provide an update on the activities of the Child Care Resources Group during 2024 and propose a workplan for 2025.

## RECOMMENDATION

**THAT** the Child Care Resources Group workplan for 2025 as outlined in section 3.2 of the report titled “Child Care Resources Group Update and 2025 Workplan” dated January 8, 2025, be endorsed; and

**THAT** an expenditure of \$3,000 from the 2025 Advisory Bodies and Boards budget be approved to support the activities of the Child Care Resources Group in 2025.

## 1.0 POLICY SECTION

This report aligns with the following Council-adopted policies:

- Corporate Strategic Plan (2022);
- Child Care Action Plan (2021);
- Social Sustainability Strategy (2011); and
- Child Care Policy (2000).

## 2.0 BACKGROUND

The Child Care Resources Group (CCRG) was established in 1990 as an advisory body to the City on child care matters. It is comprised of representatives from non-profit child care societies operating in Burnaby, as well as Fraser Health Community Care Facilities Licensing, the Burnaby School District, the Ministry of Education and Child Care, the Burnaby-New Westminster Child Care Resource and Referral Program, and the City’s Planning department.

As outlined in its Terms of Reference and Burnaby’s Child Care Policy, the mandate of the CCRG is to:

- serve as an advisory body on child care matters;

- assist with the development of Burnaby child care policies, services and programs; and
- act as an advocate for child care services and programs in Burnaby.

In accordance with the Child Care Policy, the CCRG prepares update reports on its activities for the Social Planning Committee and Council. This report provides an overview of activities in 2024 and proposes a workplan for the CCRG for 2025.

**3.0 GENERAL INFORMATION**

**3.1 Key Activities of the CCRG in 2024** The main activities of the CCRG in 2024 included reviewing provincial child care policy, providing advice on draft child care design principles for the City and celebrating child care month in May.

**3.1.1 Policy Review**

In 2024, the CCRG continued to provide advice and insights into provincial and federal child care policy and child care programs at a local level. In 2018, the Province initiated ChildCareBC, a 10-year plan to create a universal child care system in B.C. More recently, the Government of Canada announced its new Early Learning and Child Care Plan (2021) to provide parents with, on average, \$10/day licensed child care spaces for children under six years old within five years. Both the provincial and federal governments’ plans focus on three key elements – 1) creation of new child care spaces, 2) fee reductions for parents, and 3) recruitment and retention of the child care workforce including wage enhancements for the sector.

**3.1.2 Draft Child Care Design Principles**

In 2024, the CCRG played a key role in helping to draft and review “Building the Future: Burnaby Child Care Design Principles and Guidelines”. The design principles and guidelines were presented to the Social Planning Committee on October 16, 2024, and to Council on November 4, 2024. The principles and guidelines reflect current best practices in early learning and care and provide a consistent set of requirements for both the early planning decisions and detailed design work required to create high-quality licensed child care spaces. They are consistent with new provincial child care design guidelines and will apply to all new City-related child care facilities (e.g. City initiated, funded, owned, or supported facilities, including those built through the Community Benefit Bonus Policy or new Amenity Cost Charges).

**3.1.3 Child Care Month**

In recognition of the important role quality child care plays in the social and economic well being of our community, the CCRG celebrates child care month in May each year. Activities include the Child Care Provider Appreciation event for child care providers from home-based, private and non-profit child care centres throughout Burnaby. In 2024, the City provided funding to support an in-person event that included a dinner, greetings from the Social Planning Committee Chair

on behalf of Burnaby Council, and a professional development presentation from Harmony for All, which is a community music program supported by the Shadbolt's community outreach program. Over 80 providers from across Burnaby attended.

**3.2 The Year Ahead – 2025**

In 2025, the CCRG will continue to provide advice and guidance on the implementation of the Province's 10-year Child Care BC Plan and the City's 2021 Child Care Action Plan. Proposed actions would include:

- Assisting City staff in advocating for a better alignment of provincial New Spaces funding with municipal processes in recognition of the key role cities play in creating new spaces. Currently, provincial funding for new spaces is awarded through a grant process. As noted in previous Committee and Council reports, the uncertainty associated with the current grant program makes it challenging for cities to plan and budget for new spaces. Better alignment could lead to a more streamlined and predictable space creation program. To support the City's advocacy work, the CCRG would present to the SPC on their challenges to provide further insights into the issue.
- Reviewing and making suggestions on the current application process for new or modified child care facilities to improve the process from an applicant's perspective. Currently, the child care approval process involves several internal departments and divisions (Planning, Building, Fire and Licensing) and external agencies (Fraser Health), which can be confusing for the applicant. A more streamlined process could reduce the time and costs involved in opening new child care spaces and align with the City's Development Approval Process goals.
- Planning a shared professional development workshop on staff recruitment and retention strategies for child care operators.
- Celebrating Child Care Month in May by supporting the Child Care Provider Appreciation event on May 29, 2025. The event will be open to all in-home, private and non-profit child care providers in Burnaby and include a dinner and professional development.

To support the CCRG in the proposed professional development session and the Child Care Provider appreciation event noted above, it is proposed that in line with previous funding, Council approve an expenditure of \$3,000 to assist with expenses for these activities.

**4.0 COMMUNICATION AND COMMUNITY ENGAGEMENT**

Not applicable.

**5.0 FINANCIAL CONSIDERATIONS**

It is recommended that an expenditure of \$3,000 from the 2025 Advisory Bodies and Boards budget be approved to support the activities of the Child Care Resources Group in 2025.

Respectfully submitted,

Lee-Ann Garnett, Acting General Manager Planning and Development

**REPORT CONTRIBUTORS**

This report was prepared by Margaret Manifold, Planner 3, and reviewed by Kyra Lubell, Planner 2, and Johannes Schumann, Director Community Planning.