




AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>JULY 20, 2020</u>
<input type="checkbox"/> Other:	Date: _____

 TA Dept. Manager	 GM/ Director	 CAO
---	--	--

The District of North Vancouver

REPORT TO COUNCIL

June 23, 2020
 File: 10.4750.20/010.000

AUTHOR: Cristina Rucci, Community Planner

SUBJECT: 2020 Child Care Grants Report

RECOMMENDATION:

THAT Council approve the 2020 Child Care Grant allocations of \$55,594 in accordance with Table 1 contained within the report titled "2020 Child Care Grants Report" by the Community Planner;

AND THAT staff is directed to refer the request for an inflation adjustment to the Child Care Grants budget to the 2021 financial planning process.

REASON FOR REPORT:

The purpose of this report is to forward the Child Care Grants Committee's recommendations for the 2020 Child Care Grants to Council for approval.

SUMMARY:

In 2020, the total amount of funding being sought by applicants for child care grants is \$90,874, while the total available budget is \$55,594. Twenty-one applications are being recommended for funding in 2020 out of twenty-four expressions of interest that were received from seventeen different agencies (see **Attachment A** for a summary of evaluation and recommendations). These applications reflect a wide range of childcare initiatives, programs and associated costs.

All of the applications recommended for funding serve District of North Vancouver families, meet eligibility requirements, and respond to community childcare priorities identified through consultation with the Child Care Grants Committee and the North Shore Child Care Resource and Referral Society (CCRR). CCRR provides the committee with up-to-date statistics on child care spaces, the type of child care that is needed most, and other gaps.

This year, many of the applicants outlined the challenges they are facing as a result of COVID-19 in their detailed application form. In some cases several adjusted their applications to reflect program changes they would need to make in order to make the children and staff feel safe (in accordance with WorkSafe and Vancouver Coastal Health requirements). Some of these

measures include the installation of air conditioners to help with air flow or enhancing their outdoor play space, recognizing that children may not be able to participate in off-site activities.

BACKGROUND:

The District's Child Care Policy 10-4750-1 (**Attachment B**), approved in 1995, established operating and program support for child care through the Child Care Grants program. The Child Care Grants Committee reviews grant applications and makes funding recommendations to District Council (see Terms of Reference in **Attachment C**). Revisions to the Child Care Policy in 2008 reconfirmed the importance of annual funding through Child Care Grants to eligible non-profit societies to enhance the availability, affordability, and quality of child care services in the District of North Vancouver.

EXISTING POLICY:

The following policies apply to the Child Care Grants:

- Child Care Policy (10-4750-1) supports the continuation and enhancement of child care facilities in the District of North Vancouver (**Attachment B**);
- OCP Bylaw 7900 supports the provision of childcare in the District of North Vancouver. Specifically, policy 6.3.4 states: "Promote the establishment and maintenance of affordable quality child care services"; and
- The Child and Family Friendly Community Charter approved by the North Shore Congress in October 2011 includes a commitment to work towards an expansion of community access to high quality Early Learning programs that are culturally appropriate, accessible, and informed by research.

ANALYSIS:

The Child Care Grants Committee uses a two-stage evaluation process to review and recommend grants:

- I. Expression of Interest: A preliminary *Expression of Interest (EOI)* form outlining key program requirements and priorities is broadly advertised and distributed.

This year, the Committee received twenty-four responses to the EOI from seventeen different societies. Twenty-two of these initial respondents were invited to provide a detailed application for further consideration by the Committee. Two submissions were not invited to submit a detailed application because they did not meet the priorities identified by the grants committee (one application was for research and the other was to support a spring fair).

- II. Formal Application: Selected applicants are required to provide additional information as part of their formal application for a child care grant:
 - Information about the society, its clientele and existing services, including efforts to reduce service barriers for childcare and increase accessibility;
 - Information about the proposed project, including the childcare needs being met, residents being served, the involvement of volunteers and partners, and a detailed action plan regarding the implementation and evaluation of a program; and

- A comprehensive project budget and financial statements for the sponsoring or applying society.

Twenty-one formal applications were received in 2020. The maximum amount of grant that could be requested was \$8,000, although some applicants did request more.

Evaluation of Applications:

The twenty-one detailed applications were reviewed individually by Committee members and then systematically evaluated by the group using the priorities outlined below and in **Attachment D**.

Overall, the applications met the following child care grant priorities:

- Infant/toddler care;
- School age child care (before and after school care) including care for 9-12 year olds;
- Supported child care/special needs care;
- Support to low-income families and vulnerable women with children;
- improved access and facility improvements; and
- Caregiver/parent education.

Working with the approved budget of \$55,594, the Committee was able to recommend full or partial funding for all of the detailed grant requests. The Committee placed higher priority on child care providers and agencies that provided direct services to vulnerable children and their families or had a direct impact on children (such as facility improvements).

The committee was impressed that many of the organizations indicated how a grant would help them respond to challenges faced due to Covid-19. The District's funding, for example, could help them adjust their programs to keep both staff and the children healthy and safe.

The Committee's recommendations are summarized in Table 1, below. A more detailed summary of the Committee's evaluation and recommendations is included as **Attachment A**. The applications recommended for approval will provide benefits to District families and offer unique, neighbourhood focused and collaborative approaches to child care provision.

Table 1: Summary of 2020 Child Care Grant Recommendations

Applicant		Project/ Proposal	Amount Requested	Amount Recommended
1	Avalon Women's centre	Childminding for mothers attending support groups.	\$3,000	\$3,000
2	Boys & Girls Clubs of Greater Vancouver	Support for the Programmer position at the Norvan Club after school program.	\$8,000	\$4,000
3	Deep Cove Parent Participation Preschool	Continuing enhancement of the natural outdoor learning space.	\$1,000	\$1,000
4	Forest View Early Learning Society	Adding a sink to the infant/toddler classroom and kitchen space.	\$15,000	\$6,000

SUBJECT: 2020 Child Care Grants Report

June 23, 2020

Page 4

Applicant		Project/ Proposal	Amount Requested	Amount Recommended
5	Highlands Early Learning Centre	Funding for parent education workshop (including childcare costs) and parent education resources for the lending library.	\$1,500	\$1,000
6	Highlands Early Learning Centre	Funding for a spring break camp (2021) summer camp to bridge the gap for families that are without childcare during these times.	\$2,000	\$2,000
7	Mount Seymour Preschool	Purchase of accessible furniture which will support equitable access and an environment in which all children are able to actively participate.	\$5,573.70	\$4,500
8	North Shore Neighbourhood House	Enhance programming with outdoor play equipment and supplies and a new air conditioner for the Capilano out of school care program.	\$900	\$900
9	North Shore Neighbourhood House	Enhance programming with outdoor play equipment and supplies and a new air conditioner for the Cleveland out of school care program.	\$1,000	\$1,000
10	North Shore Neighbourhood House	Enhance programming with outdoor play equipment and supplies and a new air conditioner for the Lynn Valley out of school program.	\$1,000	\$1,000
11	North Shore Neighbourhood House	Outdoor play equipment and emergency supplies at Mountainside child care.	\$1,000	\$1,000
12	North Shore Neighbourhood House	Funding for a new tent at the Novaco child care centre.	\$1,200	\$1,200
13	North Shore Neighbourhood House	Funding for a new tent at the Norgate out of school care program.	\$1,200	\$1,200
14	North Shore Women's Centre	Funding to support the childcare component of the Single Mother's Support Group.	\$2,500	\$2,500
15	Pacific Post-Partum Society	Provision of childcare during Post-Partum support group sessions.	\$2,000	\$2,000
16	Parkgate Community Services Society	Funding for MY Club Middle Years after school program.	\$6,000	\$4,500
17	Prématernelle Trottin-Trottinette	Funding for playground that needs replenishing of certified wood fibre chips.	\$8,000	\$2,000

Applicant		Project/ Proposal	Amount Requested	Amount Recommended
18	Spectrum Support Group	Funding for childminding within or outside the home while mothers attend support groups.	\$10,000	\$5,647
19	Sunflower Early Learning Society	Funding to create a community centred natural learning environment with 3 growing areas for exploration, learning and development.	\$4,000	\$2,000
20	Tsleil-Waututh Child & Family Development Centre	Funding for childminding and meals for the weekly parent group – supports both aboriginal and non-aboriginal families.	\$8,000	\$6,647
21	Upper Lonsdale Preschool Society	Funding for the continued upgrade of the outdoor play space.	\$8,000	\$2,500
Total			\$90,874	\$55,594

Timing/Approval Process:

Approval of the 2020 child care grants by Council will ensure effective program delivery to community families for projects that will commence in the summer and fall and continue into 2021.

Concurrence:

Staff worked closely with the Child Care Grants Committee throughout the grant review process. The Committee has reviewed the grant applications as per 2020 eligibility criteria and priorities and endorsed the grant recommendations outlined in this report.

Financial Impacts:

The 2020 Child Care Operating Budget of \$55,594 is proposed to be allocated to twenty-one applicants as shown in Table 1.

The Committee requests that Council consider an inflation adjustment to this budget in 2021. With Council direction, staff will refer this item to the 2021 financial planning process.

Social Policy Implications:

The District of North Vancouver's support for child care programs furthers the aims of social sustainability by facilitating provision of quality care for young children in our community. Research has shown that investment in quality early childhood education provides long term economic and social benefits.

Conclusion:

The programs and projects recommended for 2020 Child Care Grants are community-based and focussed on supporting community needs. They support the principles of social sustainability and contribute to the District's social policy goals of a comprehensive child care system.

The District is in the process of preparing a Child Care Action Plan which demonstrates an ongoing commitment to accessible, affordable and quality child care. The Action Plan, which will set out key strategic directions, is nearing completion and is anticipate to be forwarded to Council for consideration in the fall.

Options:

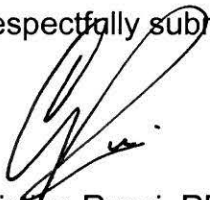
1. THAT Council approve the 2020 Child Care Grant allocations of \$55,594 in accordance with Table 1 contained within the report titled "2020 Child Care Grants Report" by the Community Planner;
2. AND THAT staff directed to refer the request for an inflation adjustment to the Child Care Grant budget for the 2021 financial planning process.

(Staff recommendation)

OR

3. THAT Council directs staff to reconsider the 2020 Child Care Grants allocations.

Respectfully submitted,



Cristina Rucci, RPP, MCIP
Community Planner

Attachment A: 2020 Summary of Evaluation and Recommendations

Attachment B: Child Care Policy (10-4750-1)

Attachment C Child Care Grants Committee Terms of Reference

Attachment D: 2020 Child Care Grants Program

SUBJECT: 2020 Child Care Grants Report

June 23, 2020

Page 7

REVIEWED WITH:

- ☐ Community Planning _____
- ☐ Development Planning _____
- ☐ Development Engineering _____
- ☐ Utilities _____
- ☐ Engineering Operations _____
- ☐ Parks _____
- ☐ Environment _____
- ☐ Facilities _____
- ☐ Human Resources _____
- ☐ Review and Compliance _____

- ☐ Clerk's Office _____
- ☐ Communications _____
- ☒ Finance _____
- ☐ Fire Services _____
- ☐ ITS _____
- ☐ Solicitor _____
- ☐ GIS _____
- ☐ Real Estate _____
- ☐ Bylaw Services _____
- ☒ Planning _____

- External Agencies:
- ☐ Library Board _____
 - ☐ NS Health _____
 - ☐ RCMP _____
 - ☐ NVRC _____
 - ☐ Museum & Arch. _____
 - ☐ Other: _____

THIS PAGE LEFT BLANK INTENTIONALLY

2020 CHILD CARE GRANTS - SUMMARY OF EVALUATION & RECOMMENDATIONS

Attachment A

	2020 APPLICANTS	PURPOSE / PROJECT	EVALUATION COMMENTS	2019 GRANT	2020 REQUEST	2020 AMOUNT RECOMMENDED
1	Avalon Women's Centre	Childcare for mothers attending support groups.	Priorities met: Avalon Women's Centre serves women living with addiction and abuse. Many of the women that attend the support groups are single moms facing financial and family support challenges. The childcare offered is flexible to meet working mom's needs.	\$4,000	\$3,000	\$3,000
2	Boys & Girls Clubs of Greater Vancouver	Support for the Programmer at the Norvan Club after school program.	Priorities met: Norvan provides support to school age children in a lower income area with new immigrants, provides expanded hours youth drop in, and provides drug & alcohol counselling. Additional staff will permit the FT coordinator to undertake community liaison work. Program serves 195 children & youth from the District.	\$4,000	\$8,000	\$4,000
3	Deep Cove Parent Participation Preschool	Continuing enhancement of the natural outdoor learning space	Priorities met: the goal is to enhance the preschoolers' outdoor learning environment by enhancing the current outdoor play area, maximizing its use and creating an outdoor classroom. It is recognized that the outdoors is the best environment for preschoolers to practice and master physical skills.	\$2,000	\$1,000	\$1,000

2020 CHILD CARE GRANTS - SUMMARY OF EVALUATION & RECOMMENDATIONS

Attachment A

	2020 APPLICANTS	PURPOSE / PROJECT	EVALUATION COMMENTS	2019 GRANT	2020 REQUEST	2020 AMOUNT RECOMMENDED
4	Forest View Learning Society	Adding a sink to the infant/toddler classroom and kitchen space	Priorities met: The addition of a sink to the infant/toddler classroom and kitchen space promotes and supports a safe and healthy working environment for children and teachers. This project is important during Covid	\$3,000	\$15,000	\$6,000
5	Highlands Early Learning Childcare: parent education	Funding for parent education workshop and materials for the lending library	Priorities met: the parent education night is aligned with the District's priority to support caregiver/parent education. The seminars will focus on topics related to child development and behaviour. New materials for families on topics such as mental health, social and behavioural development in the childhood years.	\$500	\$1,500	\$1,000
6	Highlands Early Learning Childcare: spring and summer camp	Funding for a spring and summer camp to bridge the gap for families that are without childcare during this time	Priorities met: a spring break camp and summer camp will be offered during regular preschool closures for the upcoming school year. This flexible programming allows families in the district to access inclusive programming and bridge the gap where families are without childcare. The camps are open to toddlers, preschoolers, vulnerable families, and children who require extra support.	New	\$2,000	\$2,000

2020 CHILD CARE GRANTS - SUMMARY OF EVALUATION & RECOMMENDATIONS

Attachment A

	2020 APPLICANTS	PURPOSE / PROJECT	EVALUATION COMMENTS	2019 GRANT	2020 REQUEST	2020 AMOUNT RECOMMENDED
7	Mount Seymour Preschool	Funding to purchase accessible furniture which will support equitable access and an environment that all children are able to actively participate.	Priorities met: the proposed project will fit in with the District priority for enhancing quality care for all families, specifically for those that require supported child care and special needs care. Will work with NS Neighbourhood House Supported Child Care Development Program to provide those services.	new	\$5,573.70	\$4,500
8	North Shore Neighbourhood House – Capilano OSC	To fund new outdoor equipment and supplies and a new air conditioner for the Capilano out of school care program.	Priorities met: Quality out of school care is provided for all children including those who are developmentally delayed or who have special needs. Also have a diversity of clients with different income situations. The new outdoor equipment would enhance the outdoor programing and give the children more selection for physical outdoor activities. The air conditioner will make the centre more comfortable and will help with air flow which is a concern due to Covid.	\$800	\$900	\$900

2020 CHILD CARE GRANTS - SUMMARY OF EVALUATION & RECOMMENDATIONS

Attachment A

	2020 APPLICANTS	PURPOSE / PROJECT	EVALUATION COMMENTS	2019 GRANT	2020 REQUEST	2020 AMOUNT RECOMMENDED
9	North Shore Neighbourhood House – Cleveland OSC	To fund new outdoor equipment and an air conditioner for the Cleveland out of school care program.	Priorities met: Quality out of school care is provided for all children including those who are developmentally delayed or who have special needs. Also have a diversity of clients with different income situations. The new outdoor equipment would enhance the outdoor programing and give the children more selection for physical outdoor activities. The air conditioner will make the centre more comfortable and will help with air flow which is a concern due to Covid.	\$800	\$1,000	\$1,000
10	North Shore Neighbourhood House – Lynn Valley OSC	To fund new outdoor equipment and an air conditioner at Lynn Valley out of school program	Priorities met: Quality out of school care is provided for all children including those who are developmentally delayed or who have special needs. Also have a diversity of clients with different income situations. The new outdoor equipment would enhance the outdoor programing and give the children more selection for physical outdoor activities. The air conditioner will make the centre more comfortable and will help with air flow which is a concern due to Covid.	\$800	\$1,000	\$1,000

2020 CHILD CARE GRANTS - SUMMARY OF EVALUATION & RECOMMENDATIONS

Attachment A

	2020 APPLICANTS	PURPOSE / PROJECT	EVALUATION COMMENTS	2019 GRANT	2020 REQUEST	2020 AMOUNT RECOMMENDED
11	North Shore Neighbourhood House – Mountainside Daycare	Funds needed for outdoor play equipment and emergency supplies	Priorities met: Outdoor play is a key component of the child care program and the equipment and programming supplies need to be replaced frequently in order to make the program appealing, fun and motivating for the children. Emergency supplies are a licensing requirement and need to be replenished yearly.	\$800	\$1,000	\$1,000
12	North Shore Neighbourhood House – Novaco Childcare Centre	Funding for a new tent at the Novaco childcare centre	Priorities: outdoor programming will be increased and enhanced with the purchase of a new outdoor tent. With Covid-19 children will play outside more often and a tent will make play more comfortable as it will provide shade for the children.	New	\$1,200	\$1,200
13	North Shore Neighbourhood House – Norgate Childcare Centre	Funding for a new tent at the Norgate out of school program	Priorities met: outdoor programming will be increased and enhanced with the purchase of a new outdoor tent. With Covid-19 children will play outside more often and a tent will make play more comfortable as it will provide shade for the children.	New	\$1,200	\$1,200

2020 CHILD CARE GRANTS - SUMMARY OF EVALUATION & RECOMMENDATIONS

Attachment A

	2020 APPLICANTS	PURPOSE / PROJECT	EVALUATION COMMENTS	2019 GRANT	2020 REQUEST	2020 AMOUNT RECOMMENDED
14	North Shore Women's Centre	Child Care – during Single Mother's Support Group Sessions on Saturdays.	Priorities met: provides child-minding service while single mothers are in counselling sessions to help address the impacts of domestic violence, self-esteem, legal information, employment. It is the only group of its kind on the North Shore and provides a consistent, reliable and supported structure in participant's lives. Gives mothers a respite from their challenging role as sole caregiver.	\$2,000	\$2,500	\$2,500
15	Pacific Post-Partum Support Society	Provision of childcare during Post-Partum Sessions.	Priorities met: provides child-minding service during weekly postpartum support sessions. In the group the mothers learn self-care, ways to build a support network, and other strategies of coping with depression and anxiety. Volunteer staff speak 6 different languages.	\$3,000	\$2,000	\$2,000
16	Parkgate Community Services Society	To support salary for staff for the Middle Years Program and to cover supplies and admin.	Priorities met: The middle years (My Club) program directly benefits children aged 9-12 years old who are enrolled in the Parkgate School Age Care program, which is a District priority.	\$3,000	\$6,000	\$4,500

2020 CHILD CARE GRANTS - SUMMARY OF EVALUATION & RECOMMENDATIONS

Attachment A

	2020 APPLICANTS	PURPOSE / PROJECT	EVALUATION COMMENTS	2019 GRANT	2020 REQUEST	2020 AMOUNT RECOMMENDED
17	Prématernelle Trottin-Trottinette	Funding for playground that needs replenishing of certified wood fibre chips	Priorities met: the playground meets the priorities as it benefits all children in the program: infant-toddler, preschool classes and K-12. The new wood chips are a necessary health and safety criteria enforced by Vancouver Coastal Health.	New	\$8,000	\$2,000
18	Spectrum Support Group	Childcare for vulnerable mothers who are getting support to help them through their time of crisis	Priorities met: provides child-minding service for low income single mothers attending counselling sessions on abuse and addiction issues. Referrals are received from a number of agencies including, MCFD, VCH, Infant Development Program, RCMP Victim Services, and Family Services. Support is provided in the family home, both within and outside traditional hours. Services are free of charge and mentoring is provided.	\$5,000	\$10,000	\$5,647
19	Sunflower Early Learning Society	Funding to create a community centred natural learning environment with 3 growing areas for exploration, learning and development	Priorities met: the gardens will provide an opportunity to work collaboratively with the whole school community and beyond, and offer hands-on, real life teaching and learning experiences promoting empathy, care, the natural world and life cycles.	New	\$4,000	\$2,000

2020 CHILD CARE GRANTS - SUMMARY OF EVALUATION & RECOMMENDATIONS

Attachment A

	2020 APPLICANTS	PURPOSE / PROJECT	EVALUATION COMMENTS	2019 GRANT	2020 REQUEST	2020 AMOUNT RECOMMENDED
20	Tsleil-Waututh Child & Family Development Centre	To support the weekly parent group which provides a combination of structured learning sessions and networking. Includes child minding services.	Priorities met: reduces barriers in order to attract aboriginal and non-aboriginal families. Empowers parents by providing them support and information. The group meets weekly and serves any family with children under 12 years old.	\$3,500	\$8,000	\$6,647
21	Upper Lonsdale Preschool Society	Funding to help with the continued upgrade of the outdoor play area	Priorities met: the new outdoor play area will allow teachers to incorporate play based learning philosophy with daily time outside.	\$3,000	\$8,000	\$2,500
	Total				\$90,874	\$55,594



The Corporation of the District of North Vancouver

CORPORATE POLICY MANUAL

Section:	Social & Community Services Planning	10
Sub-Section:	Planning - Child Care Services	4750
Title:	CHILD CARE POLICY	1

POLICY

The creation of safe and healthy environments for residents at all stages of their lives is a priority for the District of North Vancouver (District). For the children in our community, this includes facilitating the provision of **quality** child care services which affords opportunities for children to develop socially, emotionally and intellectually. The investment into **quality** child care is far-reaching and can have positive social and economic returns for all residents living in the District.

As such, the District of North Vancouver is committed to being an active partner with senior levels of government, other municipal governing bodies, the community, parents and child care providers in the development and maintenance of a **comprehensive**¹ child care system. This system is one that encourages equitable and **affordable** access to **quality** programs to all District residents.

REASON FOR POLICY

The Child Care Policy articulates actions to be undertaken by various District Departments in order to support the continuation and enhancement of child care facilities in the District of North Vancouver. This Policy also recognizes that the responsibility for creating and sustaining child care in the community must be shared with its partners. **Appendix A** of this Policy, articulates the mandates and responsibilities of these partners in relation to the District's Child Care Policy.

AUTHORITY TO ACT

Retained by Council

PROCEDURE1. **District of North Vancouver****Mandate**

The District of North Vancouver is to take a leadership role in:

- Co-ordinating the implementation of the Child Care Policy;
- Integrating the provision of child care into ongoing planning and development functions where appropriate;
- Supporting existing child care services and encouraging new initiatives in high need areas; and
- Advocating for provincial and federal action in support of child care.

The District's priority is to encourage equal access to **quality** child care for all families in the District.

¹ For definitions of all bolded words, please refer to the final page of this Policy.

1.1. **Child Care Planning Practices**

Child care is recognized as being an essential building block in the creation of safe, liveable and healthy communities. Where appropriate, child care needs to be integrated into the District's planning function alongside planning for other basic municipal services such as water, roads and green space.

The District will:

- Research demographic profiles and consult with appropriate stakeholders, including staff from the North Shore Child Care Resource & Referral Program, to remain up-to-date on trends and needs related to child care;
- Support child care operators in finding appropriate locations for needed child care programs;
- Continue to allow child care facilities in all zones as per the Zoning Bylaw, while respecting the current stipulations about maximum group size and outdoor play space requirements as included in the District of North Vancouver's *Childcare Facilities Business Regulation Bylaw No. 6724* as well as the provincial child care licensing regulations under the *Community Care and Assisted Living Act*;
- Develop a consistent approach to the provision of child care facilities or child care contributions as part of new developments;
- Consider the provision of child care facilities or services whenever community amenities are being proposed as a condition of rezoning, especially where child care is identified as a priority need in the subject neighbourhood; and
- Establish a Child Care Reserve Fund for those instances where developers may be required to provide a community amenity contribution toward the provision of child care in order to receive an incentive.

1.2. **District Leasing Practices**

In its leasing practices, the District will treat non-profit child care as a community service, rather than as a commercial enterprise as per the *Community Facilities Leasing Policy*.

The District will:

- Continue to implement the *Community Facilities Leasing Policy* which provides use of municipal land and/or facilities to non-profit child care operators for \$1 a year;
- Maintain an inventory of municipal land and/or facilities that are available for child care development;
- Maintain a roster of prospective operators who will be pre-screened for space and facilities as they arise;
- Encourage the provision of child care spaces in its negotiations to develop, sell or lease District lands where appropriate and where there is a demonstrated need; and
- When ownership of a child care facility is obtained by the District through the development process, the District will work to lease the facility to a child care operator.

1.3. **District Licensing Procedures**

Through the issuance of business licenses, District Licensing staff has a role in enhancing the quality of child care facilities in the District of North Vancouver by ensuring that health and safety standards are met.

The District will:

- Retain the right to withhold a business license where there are concerns about the health or safety of a prospective child care facility (under licensing);
- Provide prospective child care providers with information on the District's requirements for establishing child care facilities, including the steps that are necessary in to meet Provincial licensing requirements, building code requirements and the District Business License requirements; and
- Provide a single point of contact in Permits and Licenses to support potential child care providers through the application, permitting and licensing process, with additional support from social planning staff.

1.4. Operating and Program Support

While the District is not responsible for direct operations of child care programs, it does target its limited resources to support high need child care services. This funding support is targeted at key priority areas which are established annually by staff in consultation with various stakeholders, including the North Shore Child Care Resource and Referral Program.

The District will give priority to:

- Providing an annual contract for "Child Care Support Services" to the North Shore Child Care Resource Society² for expanded child care information, support and development services;
- On an annual basis, working with staff at the Child Care Resource and Referral Program, as well as other interested stakeholders, to identify priority needs for child care and communicate these priorities to the District's Child Care Grants Committee as well as child care providers;
- Providing a staff liaison to the Council appointed, Child Care Grants Committee, whose mandate is to review grant applications from non-profit child care providers that serve District residents;
- Providing annual funding through Child Care Grants to eligible non-profit societies to enhance the availability, **affordability** and **quality** of child care services through approaches that include, but are not limited to: reduced fees for low-income families (including bursaries), care for infants and toddlers, enriched multicultural programming, training for staff and boards, innovative administration models, as well as research and program development; and
- Providing Permissive Tax Exemptions to non-profit child care providers located in the District.

1.5. Advocacy

The District can play an important role in advancing child care issues by advocating to provincial and federal governments the importance of high **quality** and **accessible** child care in supporting healthy communities.

At the Federal level, the District will:

- Advocate to the federal government for a national child care strategy that supports the development of a **comprehensive, affordable, accessible** system of high **quality** child care services.

At the Provincial level, the District will:

- Lobby for a new co-ordinated funding mechanism that provides adequate support for the construction and operation of quality child care services that are **accessible** and **affordable** and that provides caregivers with wages and working conditions reflecting the value of their work;
- Work with the provincial government's Ministry of Education to support the co-location of child care services on School District properties and in schools with under-utilized space, where appropriate; and
- Lobby both senior levels of government to support initiatives that provide quality training for individuals in the child care field to assist with the recruitment and retention of qualified individuals.

At the Municipal and community level, the District will:

- Continue to work with the North Shore Child Care Planning Committee to raise the profile of trained and certified early childhood educators working in the child care sector through advertisements/articles and other educational opportunities; and
- Continue to recognize and support Child Care Month in May.

² See Appendix A for further information on the North Shore Child Care Resource and Referral Program.

1.6 Child Care Hubs

The District recognizes the benefits of establishing a network of **child care hubs** on the North Shore as they can provide a more integrated system of services to families, which is both user-friendly and cost-effective. Cost efficiencies are generated by intensifying the use of new or existing facilities, and by having multiple organizations sharing administrative and other costs.

The District will:

- Take a leadership role by providing financial and other support to assist community organizations in developing and implementing **child care hubs**;
- Work with the North Shore Child Care Planning Committee to further the development of a network of **child care hubs** across the North Shore;
- Work with School District #44 to explore the opportunities for locating **child care hubs** in schools, on School District property or in proximity to existing schools; and
- Investigate the possibility of working with private schools to establish **child care hubs** on or near their property if identified as a priority need.

DEFINITIONS

Accessibility - An accessible child care system is one in which there is appropriate and adequate capacity for all families and children requiring care. This means an integrated continuum of services for children from birth to twelve years of age in developmentally appropriate programs for infants, toddlers, preschoolers and elementary school-age children; mandated accountability for developing and delivering child care programs at appropriate federal and provincial departmental levels, with adequate staff and financial resources; planning, co-ordination and delivery of child care services at the neighbourhood level; culturally and linguistically appropriate services; and physically accessible facilities that promote the independence and inclusion of children with special needs.

Affordability - An affordable child care system is one in which equitable access to child care is available to all families, regardless of income; child care is recognized as an essential community service and has a stable, public and accountable funding basis; with federal, provincial and municipal cost-sharing programs in which senior levels of government have the major responsibility.

Child Care Hubs - The province defines a child care hub as "the co-location of two or more family-strengthening or early childhood development services along with a child care service." The underlying concept of the hub model is that services for children and families, with child care as the cornerstone, are more integrated by being located together in the same facility as much as possible.

Comprehensive - A comprehensive child care system is one that supports the economic, social and cultural health of communities and reflects the needs of all families and children that require care and/or can benefit from participation in quality early childhood and family support programs. This means a range of child care choices for parents including: full and part-time group programs; licensed family day care; supported informal and in-home care; family resource and support programs; respite, drop-in and emergency care; childminding as part of community social services; care for children with special needs; parental leave options; provisions for shift, seasonal, casual and flexible care; neighbourhood-based recreational and social programs.

Quality - The provision of quality child care programs is essential if optimal childhood development is to be realized. Research and experience indicate that the predictors of quality childcare programs include: the existence and compliance with licensing standards; the provisions of specialized and appropriate staff training; staff salary levels commensurate with training and responsibility; informed parental choice in selection of care and active involvement in the care options of their choice; stable and adequate administration of programs under accountable auspices; and sufficient operating funds and program resources to cover programming costs.

Approval Date:	December 17, 1990	Approved by:	Policy & Planning Committee
1. Amendment Date:	December 13, 1994	Approved by:	Executive Committee
2. Amendment Date:	December 11, 1995	Approved by:	Regular Council
3. Amendment Date:	November 3, 2008	Approved by:	Regular Council

APPENDIX A

PARTNERSHIPS

The District of North Vancouver recognizes that partnerships with key agencies in the community are critical to the implementation of the Child Care Policy. As such, the District is committed to work with these agencies in order to establish a **comprehensive** child care system that supports child care and families in the District and the North Shore as a whole.

North Vancouver Recreation Commission (NVRC)

Mandate

The NVRC was established by the City and District of North Vancouver to provide recreation services and facilities on behalf of the two municipalities. The NVRC provides child-minding services at recreation centres for participants in their programs, pre-school programs and a wide array of recreation services for children. The Recreation Commission views its role in the provision and facilitation of recreation programs for school-age children as part of a larger mandate to address the needs of North Vancouver residents in the provision of a broad array of recreation opportunities regardless of age, gender, ability or economic status.

Responsibility

Within the context of this Policy, the Recreation Commission will take a leadership role in:

- Facilitating the provision of neighbourhood-based, after-school recreation programming for nine to twelve year olds and for the provision of drop-in and casual programming throughout the school year, on school non-instructional days and during school breaks;
- The development and facilitation of Recreation Commission programs for school-aged children in consultation with Advisory Committees, users, volunteers, and non-profit partners and service providers;
- Facilitating after school access to schools for recreation and community services; and
- The District in consultation with the NVRC will work to ensure that, as recreation facilities are redeveloped, on-site opportunities for child care, or child minding are maximized.

North Shore Child Care Resource & Referral Program

Mandate

The North Shore Child Care Resource & Referral Program, which operates under the auspices of the North Shore Community Resource Society, provides a unique and wide range of services that enhance child care and the quality of life for children and families on the North Shore. For parents as well as child care providers, the Program offers a range of services from information and referrals on child care facilities to start up and operating information.

The Program also receives provincial funding to register and provide support services to family day cares, including, but not limited to, training opportunities, equipment loans, and information on subsidy assistance. Additional funding is provided by the District of North Vancouver, as well as the other two North Shore Municipalities, to enable the program to provide expanded services under a Contract for Services.

Responsibility

Within the context of the District's Child Care Policy, the North Shore Child Care and Resource & Referral Program will take a leadership role in:

- Coordinating and administering the North Shore Child Care Planning Committee according to the terms of reference for the Committee, to facilitate and sustain child care services on the North Shore and to review and address priority recommendations from the 2007 North Shore Child Care Needs Assessment;

- Providing networking, consultation, and educational opportunities to centre-based group child care programs;
- Providing child care development and support services including consultations on child care start up, statistics, policy development assistance, fee and wage surveys, etc.;
- Maintaining an up-to-date database of Licensed and Registered License Not Required child care facilities;
- Providing library and equipment resources in response to identified topics and interests in child care programming,
- Being a key participant in the presentation of the North Shore Early Childhood Education Conference,
- Continuing to provide resources and collaboration to respond to diversity issues in our community;
- Collaborating with community partners to enrich training opportunities, respond to identified issues, share information and resources, and to advocate for child care and family support services;
- Representing child care and early learning services at community events and on various committees and tables on the North Shore, and
- Maintaining services mandated by the Ministry of Children and Family Development for Provincial Child Care Resource and Referral Services to support parents and child care providers by providing information and referral, consultation, access to resources, training, professional development, information sharing, networking opportunities and subsidy assistance.

Vancouver Coastal Health Authority

Mandate

Vancouver Coastal Health Authority has the legislated responsibility for administering the provincial Child Care Licensing Regulations under the *Community Care and Assisted Living Act*. The Vancouver Coastal Health Authority is therefore involved with all child care services that require a licence.

Responsibility

The Vancouver Coastal Health Authority has an important role to play in:

- Ensuring that all information to applicants regarding the licensing process is up-to-date and includes health and municipal requirements;
- Participating in the development and maintenance of a common child care data base;
- Supporting ongoing caregiver education and training;
- Participating with District staff in the development of guidelines for zoning purposes that promote quality child care, and
- Working with District staff through the licensing process to monitor the **quality** and appropriateness of child care spaces in all forms of development.

North Vancouver School District #44

The mission of the North Vancouver School District is “to promote academic, social and personal development for all learners, to honour diversity, encourage equity and practice democratic governance.”³ While focussing on their primary mandate, and within the financial constraints dictated by the province. School District #44 recognizes that supporting early learning better prepares young people for further education, and facilitates their transition to the public school system. NVSD support for early childhood education occurs in the following ways:

- StrongStart Programs – StrongStart BC is a free, drop-in early learning program for preschool-aged children accompanied by a parent or caregiver;
- Early Learning Foundations (ELF) Programs – ELF Programs have a unique affiliation with the North Vancouver School District. All ELF preschools adhere to the program Guiding Principles and Practices developed by Early Childhood Educators and the North Vancouver School District, and provide a high quality developmentally appropriate preschool program in a play-based environment. ELF programs have been developed for 3 & 4 year old children;

³ At the time that the District’s Child Care Policy was being revised, School District #44 was reviewing their mission statement and vision. The next update of this policy will include this new information.

- Property Leases – In some instances the School District will lease property and/or buildings to child care providers. In the District this occurs, for example at, at Lynnmour, Highlands and Norgate Community School; and
- Lease of Underutilized Space – As enrolment declines the NVSD occasionally finds that it has underutilized school spaces that can be made available for lease. Child care providers are eager to acquire these spaces when they are made available.

Responsibility

Within the context of this Policy, the District of North Vancouver and North Vancouver School District #44 will work collaboratively towards:

- Promoting and facilitating the ELF Programs;
- Exploring options for the location of child care facilities on School District property;
- Locating child care spaces in under-utilized schools; and
- Creating child care hubs in the vicinity of designated Elementary Schools.

Community Service Providers

Community service providers on the North Shore, particularly those that provide programs and/or services for families and women can play a role in implementing the District's Child Care Policy by:

- Establishing regular information exchanges with the North Shore Child Care Resource Program to share emergent needs and child care resource information;
- Providing childminding services in conjunction with community programs and services for families and women; and
- Giving high priority to the expansion of family support programs including drop-ins, family places, self-help groups, etc.

JOINT INITIATIVES

There are a number of areas where joint initiatives are necessary and beneficial towards the implementation of the District's Child Care Policy. A partnership based approach has many benefits and allows key stakeholders to come together to problem-solve, share information, coordinate resources, plan and leverage funding sources. Current examples of partnerships that the District is currently involved in include:

North Shore Child Care Planning Committee (NSCCPC)

The mission of this group, which is made up of representatives from the City of North Vancouver, District of West Vancouver and the District of North Vancouver, School District #44, the North Vancouver Recreation Commission, Vancouver Coastal Health Authority, the Child Care Resource and Referral Program, the Ministry for Child and Family Development, Capilano University, Supported Child Care BC, as well as child care providers, is to "provide a structure that promotes collaborative planning for child care issues on the North Shore. The Committee has been highly successful in providing a forum for the participants to collectively discuss and plan for child care policy change on the North Shore.

Early Childhood Network of the North Shore (WECAN)

WECAN is the early childhood development planning table of the North Shore made up of representatives from the District and City of North Vancouver, District of West Vancouver, Vancouver Coastal Health, North and West Vancouver School District, the Recreation Commission, the Ministry of Children and Family Development as well as child care providers and non-profit organizations. WECAN is enabled through project and strategy grants from Success by 6 (United Way of the Lower Mainland) and Understanding the Early Years (Human Resources and Social Development Canada). The responsibility of the Committee is to: identify gaps, overlaps and barriers to providing appropriate services to young children and their families; develop and implement research projects that identify children and neighbourhoods that are in need of support; develop and implement programs and services that support the developmental needs of all

young children on the North Shore; and develop and implement programs and services specifically targeted to support those children designated as at risk and vulnerable.

Middle Childhood Matters (NS MCM)

The District is a participant on the North Shore Middle Childhood Matters Table along with representatives from the City of North Vancouver, District of West Vancouver, Vancouver Coastal Health, North and West Vancouver School District, the Recreation Commission, the Ministry of Children and Family Development as well as non-profit organizations. The Table was formed in November of 2006 and is supported by funding from the United Way. The mandate of the Table is to conduct a research project designed to identify the particular needs of school aged children and their families on the North Shore, particularly during out of school time; the resources that are in place to support these needs; and the gaps and barriers that exist preventing universal access to available programs and services.

District of North Vancouver**Terms of Reference****Child Care Grants Committee**

Name	Child Care Grants Committee.
Purpose	To make recommendations to District staff on municipal childcare grants.
Delegated Authority	There is no delegation of authority to the Committee.
Origin of Work	Work assignments for this Committee will come through the Manager of Sustainable Community Planning and be consistent with the purpose of the Committee.
Membership	The Committee will be comprised of five members from the community at large but will represent a balance of child care professionals and residents. There will be no Councillor appointed to this Committee and no staff member will be a voting member of the Committee.
Member Emeritus	The Committee or staff liaison may nominate a Member Emeritus for a one-year term. A Member Emeritus is a non-voting advisor to the committee. There may only be one such member at any time and the one-year appointment is renewable.
Appointment	
Qualification	Members will be residents of the District of North Vancouver; however, child care professionals appointed to the Committee need not be residents of the District.
Recruitment and Selection	Annually the Clerk's Office will undertake a process of advertising for residents who are interested in volunteering to fill any vacancies on the Committee. Names of interested residents will be passed on for review by the staff liaison who will recommend appointees.
Appointment	The staff recommended appointees may be ratified by the Advisory Oversight Committee.
Term	Members will be appointed for a two year term. Half of the

Committee's members will be appointed each year to ensure continuity. No member will serve more than two consecutive terms.

If a member misses three consecutive meetings without giving reasonable cause to the Chair in advance, they will be deemed to have resigned.

Revocation of Appointment

The Advisory Oversight Committee retains the ability to revoke an appointment as may be deemed necessary.

Vacancy

Any vacancy created will be filled by a new appointee for the remainder of the term of the person being replaced.

Chair

The Chair and Vice Chair will be elected by the Committee at its first meeting each year. If both are absent from a meeting, an Acting Chair will be chosen by the members present.

Duties

The Committee may deal with matters concerning:

- a) To assist District staff in development of a child care grants process, including development of guidelines and grant form;
- b) To make recommendations to staff on improvements and amendments to the child care granting process;
- c) To assist staff in setting annual priorities for child care grants; and,
- d) To make recommendations to staff regarding the allocation of Municipal child care grants.

Work Plan

Unless otherwise required by the Manager of Sustainable Community Planning, an annual work plan is not required.

Budget

There is no budget for this committee.

Meeting Schedule

The Committee will meet at the call of the Chair.

Procedures

A quorum will be three members of the committee.

Decisions of the Committee will be determined by a simple majority of members present.

All other procedural points will be decided and determined in accordance with Robert's Rules of Order.

Reporting

The Committee will report to the designated professional staff liaison.

Staff Support

The social planning staff of the Sustainable Community Planning Department will provide professional advice and staff assistance at the discretion of the Manager of Sustainable Community Planning.

Remuneration

Appointees will receive no remuneration for their service.

Conflict of Interest

Appointees are required to be vigilant for issues of real or perceived conflict of interest and take appropriate action. District staff (Clerk, Directors, CAO) are available to discuss issues of conflict of interest with a potentially affected appointee.

Code of Ethics

Appointees will be required to sign a statement saying that they have read, understood, and will conform to the District's Code of Ethics. This will be required immediately upon appointment.

Dissolution

At the discretion of the Manager of Sustainable Community Development.

THIS PAGE LEFT BLANK INTENTIONALLY

2020 CHILD CARE GRANTS PROGRAM

The District of North Vancouver is committed to being an active partner in the development and maintenance of a comprehensive child care system which encourages equitable access to affordable, quality programs for District families. The Child Care Grants Program promotes quality, availability and affordability of highly needed child care services.

WHAT KINDS OF PROJECTS ARE FUNDED?

Projects that enhance quality of care and address District priorities for child care, including development of innovative services or programs that can be used as models by other childcare providers. Maximum grants are up to \$8,000.

WHAT ARE DISTRICT PRIORITIES?

Priority will be given to new or innovative¹ proposals that address:

- Infant/toddler care
- School age child care (before and after school care) including care for 9-12 year olds
- Flexible and/or non-traditional hours of care
- Supported child care/Special Needs Care
- Supports to vulnerable families (not direct financial aid such as bursaries or subsidized care)
- Caregiver/parent education (priority will be given to organizations that are working collaboratively to serve multiple groups of parents and caregivers within a community)

WHO IS ELIGIBLE?

To be eligible for a 2020 District of North Vancouver Child Care Grant:

- The facility must be located in the District of North Vancouver or be a unique service on the North Shore serving District families.
- The organization must be a registered non-profit society in good standing with the Registrar of Companies for at least one year, or be sponsored by a registered non-profit society in good standing for at least one year.
- The organization must have a volunteer independent governing body.
- The organization must extend its services to the general public in the District and shall not exclude anyone by reason of race, religion or ethnic background
- The organization will not act as a funding body or make grants to any other groups or organization.
- When appropriate, organizations applying for larger grants, should be seen to be forming partnerships and seeking monies from other funding sources, or contributing their own funds (money or in-kind) to the project
- If the organization was previously funded, all accountability forms must have been submitted on time.

2020 GRANT PROCESS

Expressions of Interest will be reviewed by the Community Child Care Grants Committee for eligibility and fit with District priorities as outlined above. Organizations submitting proposals that meet these objectives will be contacted by the Committee to prepare a formal grant application.

The District of North Vancouver invites eligible groups to submit their proposal for enhancing child care services in the District by completing the Expression of Interest form and returning the form to the District by 4:30 p.m. on Monday, April 6th, 2020. The form can be downloaded from the District's website at www.dnv.org, following the pathway Live/Social Services/Childcare.

Got a good idea but not sure if it fits? Contact Cristina Rucci, Community Planning Department at 604-990-2274 or crucci@dnv.org to discuss possibilities and eligibility.

¹ Ongoing projects are also eligible for funding.

Other projects that don't fit district priorities but enhance quality of care will also be considered.

THIS PAGE LEFT BLANK INTENTIONALLY