

## Attachment – Summary of Child Care Action Plan Recommendations

### Overall Recommendation

Action Plan Recommendation	Status/Comments
A. That the City of Port Coquitlam develop a strong, committed, and comprehensive Child Care Policy	<p>Completed/In process</p> <ul style="list-style-type: none"> <li>Child Care Policy adopted to guide proposals and applications</li> <li>Comprehensive Policy section to be included in updated Official Community Plan (OCP).</li> </ul>

### Increasing Accessibility

Action Plan Recommendation	Status/Comments
1. Endorse the space creation targets to help guide child care planning efforts for Port Coquitlam to 2030: Infant/Toddler: 348 spaces, Preschooler: 525 spaces, School Age: 576 spaces	<p>Completed</p> <ul style="list-style-type: none"> <li>Targets endorsed in implementation strategy</li> </ul>
2. Prioritize the creation of spaces for infant/toddler and school age children when facilitating development of new spaces.	<p>Ongoing</p> <ul style="list-style-type: none"> <li>Augment in Action A (OCP policy update)</li> </ul>
3. Identify child care as a priority for Community Amenity Contributions, Density Bonusing, Capital Planning.	<p>In process</p> <ul style="list-style-type: none"> <li>Density Benefits and Amenity Cost Charges Bylaws under review based on new legislation framework.</li> </ul>
4. Prioritize locating child care spaces in civic facilities and parks, in new developments (especially residential and commercial), along transit hubs and on school properties.	<p>Ongoing</p> <ul style="list-style-type: none"> <li>Augment in Action A (OCP policy update)</li> </ul>
5. Link child care to affordable housing strategies and transit expansion or improvement.	<p>Ongoing</p> <ul style="list-style-type: none"> <li>Augment in Action A (OCP policy update)</li> </ul>
6. Identify one City staff position(s) as a facilitator/point person with overall responsibility for child care, including assisting applicants with City processes and supporting City staff.	Completed
7. Put not-for-profit child care applications at the front of the queue for processing.	Completed
8. Identify neighbourhoods with the least spaces per capita and consider those with high childhood vulnerability to prioritize for the creation of new spaces	<p>Ongoing</p> <ul style="list-style-type: none"> <li>Augment in Action A (OCP policy update)</li> </ul>
<p>9. Create an inventory of prospective opportunities for child care development by:</p> <ol style="list-style-type: none"> <li>identifying City assets (buildings and land), that are slated for capital redevelopment;</li> <li>identifying underutilized or vacant spaces or land, including parks that could be repurposed for child care; and</li> </ol>	<p><i>Outstanding</i></p> <ul style="list-style-type: none"> <li><i>Work on interdepartmental level to assess municipal lands and buildings and create an inventory of prospective opportunities for further consideration by Council.</i></li> </ul>

c. working with other public and not-for-profit partners to identify potential land or facilities that could be used for child care.	
10. Access Provincial Capital funding to build child care spaces and develop a structured partnership with the Province to replicate the process for multiple programs and sites.	Ongoing <ul style="list-style-type: none"> <li>Funding obtained for Preschool in the Port Coquitlam Community Centre.</li> <li>Additional opportunities will be identified through Action #9 (Assess city lands and buildings)</li> </ul>
11. Identify and implement changes to City processes and regulations for facilitating child care development, including alignment with Fraser Health Licensing, prioritization of child care as a community amenity, and review of bylaws, as detailed in the Planning Framework and Bylaw Review Report.	Completed/Ongoing
12. Improve the City website regarding child care information to: <ul style="list-style-type: none"> <li>a. ensure the information for opening spaces is based on the assumption that applicants have limited prior knowledge; and</li> <li>b. provide links to CCR&amp;R and MCFD child care map for parents looking for child care.</li> </ul>	Completed
13. Work with internal and external partners to develop after-school programs that support children aged 10-12.	Ongoing
14. Work with the Tri-Cities Child Care Task force to explore and then pilot child care that offers longer hours, non-traditional hours and/or flexible hours.	Ongoing

### ***Improving Affordability***

<b>Action Plan Recommendation</b>	<b>Recommended Implementation Strategy</b>
15. Reduce application fees for new or expanded child care operations.	Completed
16. Create a grant program for not-for-profit child care centres to assist with facility upgrades/maintenance or to offer extended hours.	<i>Outstanding</i> <ul style="list-style-type: none"> <li><i>To be considered through Action #3 (Density Benefits and Amenity Cost Charges Bylaw review)</i></li> </ul>
17. Provide municipal space rent-free or at a vastly reduced rent for child care uses	<i>Outstanding</i> <ul style="list-style-type: none"> <li><i>To be considered through Action #9 (Assess city lands and buildings)</i></li> </ul>
18. Lobby senior governments for increased funding.	Completed/Ongoing <ul style="list-style-type: none"> <li>While the Tri-Cities Child Care Task Force was operational, they engaged in advocacy work including writing to MLAs and meeting with Ministers.</li> </ul>

### ***Increasing Focus on Quality***

<b>Action Plan Recommendation</b>	<b>Recommended Implementation Strategy</b>
19. Support the Province in its “Early Care and Learning Recruitment and Retention Strategy” initiative through joint advocacy.	Ongoing
20. Confirm a set of principles, values, and criteria or guidelines (consistent with the over-arching Child Care Policy recommended for the City) that will guide the City’s decisions when developing child care in civic spaces or when securing child care spaces through CAC’s and other means, covering such matters as: <ul style="list-style-type: none"> <li>a. Minimum and maximum size of the facility to be developed;</li> <li>b. The auspice or ownership of the negotiated or built facility and the process for selecting operators;</li> <li>c. Design expectations (Provincial minimums or higher) for both indoor and outdoor spaces;</li> <li>d. Terms and conditions for leases; and,</li> <li>e. Operating expectations (i.e. affordability, inclusivity, good wages and working conditions).</li> </ul>	<i>In process/Outstanding</i> <ul style="list-style-type: none"> <li>• <i>Current direction consistent with overall Child Care Action plan recommendations</i></li> <li>• <i>Assess funding and creation opportunities through Action #3 (Density Benefits and Amenity Cost Charges Bylaw review)</i></li> <li>• <i>Determine ownership/operating expectation (size, tenure, design and operation) through Action #9 (Assess city lands and buildings)</i></li> <li>• <i>Update Child Care Policy or create new Policy to confirm direction.</i></li> </ul>
21. Designate one staff person (may be the “facilitator” identified in “Accessibility” and/or the City/School Board joint position recommended in “Partnerships”) who can assist in finding/brokering quality space, both indoor and outdoor, that meets City and Fraser Health requirements.	Deferred <ul style="list-style-type: none"> <li>• Not feasible at this time</li> </ul>
22. Increase the number of licensed, not-for-profit, publicly funded child care operations, including consideration of strategies to recruit not-for-profit operators to come into the City.	Ongoing <ul style="list-style-type: none"> <li>• Additional consideration to be given through Action A (OCP policy updates) and Action #9 (Assess city lands and buildings)</li> </ul>

### ***Increasing Focus on Partnerships and Collaborations***

<b>Action Plan Recommendation</b>	<b>Recommended Implementation Strategy</b>
23. Develop a joint position with the School District and other Cities for a community child care coordinator who would focus on unifying goals for spaces; identifying and organizing partnership opportunities to promote accessibility, affordability, and quality; and establishing ongoing communication with officials in the Province and with community partners to address Port Coquitlam’s child care needs.	Deferred <ul style="list-style-type: none"> <li>• Not feasible at this time.</li> <li>• Staff meets with the Tri-City Child Care Working Group which includes other tri-city municipalities, the School District and other organizations.</li> </ul>

<p>24. Increase partnership with the School District to:</p> <ul style="list-style-type: none"> <li>a. ensure child care is part of all new or renovated school spaces;</li> <li>b. facilitate use of school spaces and grounds for school age care operators;</li> <li>c. improve communication between the City and School District; and,</li> <li>d. Support the move to an enhanced role for the School District in school age child care.</li> </ul>	<p>Ongoing</p> <ul style="list-style-type: none"> <li>• Influenced by Provincial direction to require/mandate SD to include childcare</li> </ul>
<p>25. Merge the current Child Care Working Group and Child Care Task Force to eliminate duplication and expand the membership to ensure there is appropriate representation and that resources are used most effectively.</p>	<p>Not Applicable</p> <ul style="list-style-type: none"> <li>• The Task Force disbanded in 2021.</li> </ul>
<p>26. Advocate to senior governments to ensure that the needs of Tri-Cities children are a priority for new spaces, effective strategies are in place for recruitment and retention of child care staff, child care fees are affordable for families, and funds are available to support non-traditional hours of care.</p>	<p>Ongoing</p>
<p>27. Increase the partnership with the Child Care Resource and Referral (CCR&amp;R) program and other community organizations to:</p> <ul style="list-style-type: none"> <li>a. bring child care operators together for information sharing, joint training and education; and,</li> <li>b. provide more information for parents about child care, especially targeted at more vulnerable populations.</li> </ul>	<p>Ongoing</p>
<p>28. Host joint child care development information meetings on a regular basis with Fraser Health for people who are interested in opening child care centres.</p>	<p><i>Outstanding</i></p>
<p>29. With the Task Force, provide regular briefings to elected officials, including the School Board, and include a commitment to orientation on child care for newly elected City Councillors and School Trustees after each local election.</p>	<p>Ongoing</p>
<p>30. Explore the feasibility of establishing and maintaining a centralized child care wait-list for the Tri-Cities.</p>	<p>Deferred</p> <ul style="list-style-type: none"> <li>• Not feasible at this time</li> </ul>