
CITY OF KELOWNA

MEMORANDUM

DATE: August 23, 2001
FILE: 4750-02
TO: City Manager
FROM: Community Planning Manager
RE: Child Care Guidelines

REPORT PREPARED BY: Theresa Eichler

RECOMMENDATION:

THAT Council accept the attached "Guidelines for Child Care" as an information resource document to be used primarily to assist those interested in establishing a child care facility.

PURPOSE:

To present the attached "Guidelines for Child Care" for Council approval to use as an information resource for the public and development community.

BACKGROUND:

In 2000, Council inquired as to whether it would be appropriate to place requirements on developers to provide child care facilities as a condition of development. Staff brought back a report, based on research on this topic, indicating that imposing a condition on a development application to provide child care facilities cannot be done legally. However, it was recommended that, wherever appropriate, child care would be suggested as an appropriate use as part of a development proposal. This practice has already been in place for several years. It was also recommended that development guidelines for child care facilities be prepared and used to encourage developers and others interested in establishing child care centres.

Council adopted the recommendations of the staff report, including the authorization to prepare guidelines, at its November 6, 2000 regular meeting. Developers were to be encouraged to consider inclusion of child care, as a voluntary measure.

REPORT:

In accordance with Council's direction, staff undertook the preparation of child care development guidelines. The guideline document is intended to provide the essential information on City-level requirements and other resources in one location. Once the draft document was completed, staff reviewed it with the Social Planning Board and the Kelowna and District Child Care Committee (KDCCC). The KDCCC was satisfied with the content and of the opinion that this guideline would be a useful resource. Changes were made in accordance with the Committee's input.

The Social Planning Board had difficulty with the intended use of the document and the reasons for bringing it forward. Upon further review, it became evident that more detail was needed within the document to refine understanding of the City's history of involvement in the child care issue. Policies adopted within the OCP, originating from the 1995 Child Care Plan, and updated in 1998, are now included within the guidelines. An introductory page explaining the City's history of contribution to the recognized need for child care in the community is now provided in order to set the context for the guidelines.

A problem was encountered in trying to include business licence requirements for child care. The existing business licensing system is not consistent with the child care classifications used for licensing by the Health Unit under Community Care Facilities Licensing. Following an examination of the changes that would be needed to the business licence categories, it was determined that this issue should be dealt with separately. It would be part of a comprehensive review of the Business Licence By-law No. 7878 that will be required as a result of changes to the Local Government Act.

A further cause for delay in preparing the guideline document was the new Liberal government taking over in Spring of 2001. This resulted in a re-organization of provincial ministries, programs and agencies and necessitated changes to the resource information in the guideline document.

A revised version of the guidelines was provided to members of the Social Planning Board and key members of the KDCCC for review on July 23rd, with comments to be returned by August 17th. Comments resulting from this review have now been incorporated. Council is asked to accept the Guidelines for Child Care for public use and to assist developers who are considering the establishment or inclusion of a child care facility as part of a development proposal.

SUMMARY:

In 2000, Council asked staff to investigate means of requiring developers to provide child care facilities as part of a development proposal, wherever such a use is considered appropriate by the City. Based on research conducted in the Fall of 2000, it was determined that there was no legal means of imposing the provision of child care as a condition of new development. However, developers could be encouraged to do so by being informed when such a use would be appropriate and by providing information on how to proceed with a child care facility. City staff already provides comments on development proposals indicating when the inclusion of a child care centre may be appropriate as part of a new development. In addition, Council accepted staff's recommendation to proceed to prepare development guidelines for child care uses. The document has been prepared and has undergone a comprehensive review by the Kelowna and District Child Care Committee and the Social Planning Board. Changes have been incorporated based on this review. Council is now asked to accept these guidelines for use as a resource for the public and for the development community.

Theresa Eichler, MCIP
Community Planning Manager

Approved for Inclusion

R.L. (Ron) Mattiussi, ACP, MCIP
Director of Planning & Development Services

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Electronic Attachment – Draft Guidelines for Child Care