

To:	Warden Hicks and Members of Grey County Council
Committee Date:	December 20, 2018
Subject / Report No:	SSR-CW-01-19
Title:	EarlyON Community Based Capital Project – Dundalk Arena and Community Centre
Prepared by:	Barbara Arbuckle, Manager of Children’s Services
Reviewed by:	Barb Fedy, Director of Social Services
Lower Tier(s) Affected:	Township of Southgate
Status:	Recommendation adopted by the Committee of the Whole as presented as per Resolution CW03-19; Endorsed by Council on January 10, 2019 as per Resolution CC09-19.

Recommendation

1. That SSR-CW-01-19 regarding the EarlyON Community Based Capital Project (CBCP) proposed within the Dundalk Arena and Community Centre be received; and
2. That the Warden and Clerk be authorized to execute an agreement with the Township of Southgate to flow \$302,500 CBCP funds for the renovation of the second floor of the Dundalk Arena and Community Centre to create an accessible EarlyON Centre; and
3. That as per Section 25.6 (b) of the Procedural By-law, Committee of the Whole authorize, staff to proceed in advance of Council approval of the 2019 Grey County budget.

Executive Summary

The Community Based Capital Project (CBCP) program, operated through the Ministry of Education (MEDU), provides capital for renovation, retrofitting, and additions to existing buildings in order to create new space for EarlyON initiatives.

Following up from SSR-CW-14-18; staff is recommending that Grey County enter into an agreement with the Township of Southgate regarding the onetime CBCP funding allocation from MEDU to renovate the second floor of the Dundalk Arena and Community Centre to create an accessible EarlyON Centre. When the project is completed, the existing EarlyON operated by Kids & Us Community Childcare and Family Education Centres (Kids & Us) since February 2018 at the Old Town Hall, will be relocated to the Dundalk Arena and Community Centre.

Grey County Council's approval of the CBCP – Dundalk Arena and Community Centre EarlyON project will result in a total of \$302,500 (\$262,500 capital funds plus \$40,000 for unique site costs) for a renovation and retrofit to create a new site for the existing EarlyON. This project is 100% funded by MEDU.

Background and Discussion

Community Based Capital Projects (CBCP) – Dundalk Arena and Community Centre

On April 5, 2018 the County of Grey (as the Consolidated CMSM) received Ministry approval for the CBCP EarlyON project at the Dundalk Arena and Community Centre.

Kids & Us operates 6 childcare sites in Grey County as well as 4 EarlyON Centres. In Dundalk, the childcare site operates at the Dundalk Proton Community School. With the growth anticipated by this community and the families moving into Southgate, programs such as EarlyON must expand their capacity. The timing of the Ministry funding opportunity meets this need. The multi-phased Flato development and others are anticipated to grow the population significantly over the coming years. This program provides services and supports for children ages 0-6, their parents and caregivers in learning, growing and connecting together. This contributes to children's learning, development and well-being.

Combining the CBCP funds and Southgate's funding contribution provides the arena with a significant second floor upgrade including a fully functional EarlyON Centre, and the potential for increased future use options such as sports, recreation and special events.

The key items in the legal agreement with Southgate will address:

1. That Southgate will be the project manager for the renovation project;
2. The CBCP funding will be used specifically for the creation of the EarlyON centre that will consist of three rooms totaling a minimum of 270 square meters;
3. Project items outside of the EarlyON centre will be covered by Southgate;
4. The County will ensure that compliance with MEDU requirements including project milestones and funding flow through; and,
5. Protection of the newly created EarlyON centre location for the four year term of the contract.

Township of Southgate Partnership

Southgate Council will receive Council reports on December 5 & 19, 2018 for the CBCP EarlyON project. As the building is owned by the Township of Southgate, they will be the project manager and they will release the Request for Proposal (RFP) / Request for Tender (RFT). Future reports to Southgate Council will be anticipated regarding procurement.

Further, the Township of Southgate has applied for accessibility funding to enhance the Dundalk Arena and Community Centre EarlyON project. An application was submitted on July 26, 2018 for the Enabling Accessibility Fund (EAF), which provides funding for eligible capital projects that increase accessibility for

people with disabilities in Canadian communities and workplaces, creating more opportunities for people with disabilities to participate in community activities, programs and services, or access employment opportunities. This opportunity provides grant funding of up to \$100,000 per project, to support small scale construction, renovation or retrofit projects that increase accessibility in communities or workplaces.

Specifically, as it applies to the project, the EAF application is intended to fund an elevator lift and washroom upgrades to access the second floor of the site. This specific application is for a project costing \$175,000, with EAF being \$100,000.00, leaving the Township of Southgate funding requirement as \$75,000. If the Township of Southgate’s submission is not successful, they will be required to fund this through their 2019 municipal budget.

Legal and Legislated Requirements

The Ministry of Education provides funding to Grey County Social Services under the legislative authority of the Child Care and Early Years Act, 2014.

An agreement is under development with the Township of Southgate to facilitate the funding of a renovation and retrofit capital project that will create a community-based EarlyON Child and Family Centre located within the Dundalk Community Centre and Arena.

Financial and Resource Implications

The CBCP – Dundalk Arena EarlyON funds approved by MEDU are:

CBCP EarlyON Funds	\$ 262,500
Unique Site Costs	\$ 40,000
Total CBCP Funds	\$ 302,500
Enabling Accessibility Funds (EAF)	\$ 100,000 (decision pending)
Southgate EAF Contribution	\$ 75,000
Total Project Funds	\$ 477,500

Southgate is pending notification of the EAF application. If the EAF application is not successful, the Township of Southgate will cover the accessibility retrofit costs through its 2019 budget. Additionally, any costs unrelated to the EarlyON project shall be covered by the Township of Southgate.

The CBCP capital program will not include any increases to the Grey County levy and will not have any additional impacts beyond what was approved in the 2018 Children’s Services budget.

County staff resources will be required for the CBCP financial controls in order to coordinate capital funding from the province and as a project team member.

Potential Risk

The remaining 34% of the project funds for this EarlyON capital project will be provided by the province upon tendering of the project before March 1, 2019. If the County does not meet the conditions as contained in the Community Based Capital Program for this project by March 1, 2019, the subsequent cash flow to the County of Grey will be forfeited, and the ministry will recover the initial cash flow.

Any additional project costs for the Dundalk Community Centre and Arena upgrades, which are outside of the EarlyON project scope, will be addressed in the Township of Southgate's 2019 capital budget approval process.

Relevant Consultation

Internal

- Grey County Clerk's Office
- Grey County Solicitor
- Grey County Finance Department
- Grey County Planning Department (Planning Data Analysis Coordinator)

External

- Township of Southgate
- Licensed child care centres in Grey County
- EarlyON Centres in Grey County