

To:	Warden Halliday and Members of Grey County Council
Committee Date:	October 11, 2018
Subject / Report No:	SSR-CW-14-18
Title:	EarlyON Community Based Capital Project – Dundalk Arena
Prepared by:	Barbara Arbuckle
Reviewed by:	Barb Fedy
Lower Tier(s) Affected:	Township of Southgate
Status:	Recommendation adopted by the Committee as presented as per Resolution <i>CW244-18</i> ; Endorsed by County Council on October 25, 2018 as per Resolution <i>CC105-18</i> .

Recommendation

1. That SSR-CW-14-18 regarding the EarlyON Community Based Capital Project proposed within the Dundalk Arena be received for information; and
2. That staff be directed to develop an agreement 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 project within the Dundalk Arena.

Executive Summary

The timeline of events for the Community Based Capital Projects (CBCP) initiated by the Ministry of Education (MEDU) are as follows:

November 16, 2017	MEDU released a memorandum outlining a Request for Community-Based Early Years and Child Care Capital Program (CBCP) Funding Submissions.
December 2017 and January 2018	Grey County EarlyON and Child Care Centre licensees were informed about the CBCP capital opportunity. Meetings were held with all interested Grey County licensees.
January 19, 2018	Grey County Children’s Services submitted the CBCP request to MEDU
April 5, 2018	Grey County received a memo from the MEDU approving CBCP funds for a new EarlyON Centre at the Dundalk Arena

September 27,
2018

MEDU approval was received to provide project details in open session
Reports to Council for both Southgate and Grey County

Grey Council's approval of the CBCP – Dundalk Arena EarlyON project will result in the following:

- A total of \$302,500 (\$262,500 capital funds plus \$40,000 for unique site costs) for the renovation and retrofit of the Dundalk Arena to create a new EarlyON site
- This project is 100% funded by MEDU
- A partnership with Southgate in supporting the creation of a new community-based EarlyON Child and Family Centre at the Dundalk Arena

Once the project is completed, the EarlyON Centre in Dundalk currently operated by Kids & Us Community Childcare and Family Education Centres will be moved from the Old Town Hall to the new location at the Dundalk Arena.

Background and Discussion

CMSM Responsibilities

Grey County Children's Services is the designated Consolidated Municipal Service Manager (CMSM) for planning and managing licensed child care services throughout the County. This is accomplished through a local service planning process that reflects current child care legislation, regulations, policies, provincial guidelines, and engagement with local licensees. In addition to managing child care services, Grey County Children's Services is also responsible for the local management of all ministry-funded child and family programs. This responsibility is part of the Ontario government's plan to integrate existing child and family programs into a cohesive system of services and supports known as EarlyON Child and Family Centres.

Similar to other initiatives within the provincial framework, CMSMs have the ability to prioritize local projects within the scope of their overall EarlyON and licensed child care system. To do this, CMSMs must consider a range of factors in the selection of new or current community based projects. These factors include local child care plans, accommodation pressures/service gaps and demand, cost effectiveness, location, available operating funding, capacity of program to access funds through other means, child care licensing history, current licensed and operational capacity, age groups, long term viability, and investment in quality programming.

Community Based Capital Projects (CBCP) – Dundalk Arena

On November 16, 2017, the Ministry of Education released a memorandum outlining a Request for Community-Based Early Years and Child Care Capital Program (CBCP) Funding Submissions. This funding opportunity is intended to support greater access to licensed child care, and support the government's efforts to create 100 new child and family program locations (now branded as EarlyON centres). Specific to child care, the CBCP program supports new construction, renovations, retrofits and additions in order to create new licensed child care spaces. Specific to EarlyON, the program supports renovations, retrofits, and additions to create new space for EarlyON initiatives.

On January 19, 2018, the County of Grey as the Consolidated Municipal Service Manager (CMSM) submitted the initial requirements to the Ministry of Education CBCP request. Considerable efforts were taken by the County leading up to the January 19, 2018 deadline to inform local EarlyON and Child Care Centre licensees regarding the CBCP capital opportunity as well as to discuss a range of potential project scenarios. Meetings were held with all interested Grey County licensees in December 2017 and January 2018. For the final submission to the Ministry of Education, the County of Grey CMSM:

1. Utilized project proposals from local licensees,
2. Conducted data analysis including demographic, child care availability, and current service allocation across the County; and
3. Made decisions regarding the final ranking of proposed projects.

On April 5, 2018 the County of Grey (as the Consolidated CMSM) received a memo from the Ministry of Education approving CBCP funds for a new EarlyON Centre at the Dundalk Arena. Funds in the amount of \$262,500 and an additional \$40,000 for unique site costs for a total of \$302,500 were approved for the project.

Grey County has received 66% of the overall Dundalk Arena EarlyON project funding. This upfront funding was provided to recognize the need to undertake planning, preliminary design and design development.

The overall project funding is to renovate and retrofit the space to create an EarlyON Centre area within the Dundalk Arena.

The funding approved from this application is \$262,500, with an additional \$40,000 in contingency funds for site accessible work. Between this funding and the anticipated Enabling Accessibility Fund for Small projects application funds (EAF), that was successfully submitted by the Township of Southgate, this would provide the arena with a significant second floor upgrade including a fully functional EarlyON Centre operated by Kids & Us, and the potential for increased future use options such as sports, recreation and special events.

On September 24, 2018 Grey County and Southgate staff met with a contractor to review the project requirements and determine an estimated budget for the work required to upgrade the Arena Auditorium for an EarlyON Child and Family Centre. The elevator lift project is estimated at be \$100,000 to \$120,000. The remaining work without detailed calculations is estimated at \$250,000 to \$300,000, excluding furnishing costs estimated at \$30,000.00.

Southgate Partnership

Southgate Council will be receiving a similar report on October 3, 2018 for the CBCP EarlyON project at the Dundalk Arena. As a result of the lame duck status of Southgate Council, and this being the final Council meeting of this term, the Southgate Chief Administrative Officer (CAO) provided an information report to confirm support for developing an agreement with Grey County and to facilitate the utilizing of \$262,500 in provincial funding, plus a maximum of \$40,000 in special site cost dollars to address accessibility issues, for the creation of a community-based EarlyON Centre project within the Dundalk Arena.

Also, important to note is the possibility of additional funding that has been applied for by Southgate to complement the Dundalk Arena EarlyON project. The Enabling Accessibility Fund for Small Projects

funding opportunity presented itself through Employment and Social Development Canada and an application was submitted on July 26, 2018. The Enabling Accessibility Fund (EAF) 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. The small projects component 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, EAF funding is intended to fund an elevator lift and washroom upgrades for the Dundalk Community Centre Auditorium. This specific application is for a project costing \$175,000, with Enabling Accessibility Funding being \$100,000.00 and the Southgate funding requirement is \$75,000. If the Township of Southgate’s submission is successful, they will need to consider the best funding options in its 2019 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.

A future report will be presented to Council that will include a draft agreement 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 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

The proposed CBCP capital opportunity may overlap with other community projects whereby partnerships and cost sharing could take place. 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 Capital program. This may include but is not limited to activities for accounting, project management, and administration in order to coordinate capital funding from the province.

Potential Risk

The remaining 34% of the project funds for this EarlyON capital project will be provided by the province upon the 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 capital project by March 1, 2019, then the

subsequent cash flow to the County of Grey will be forfeited, and the ministry will recover the initial cash flow.

The project costs for the Dundalk Arena Auditorium upgrades, which are outside of the EarlyON project, will need to be addressed in Southgate's 2019 capital budget approval process.

Relevant Consultation

Internal

- 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

Attachments

[County of Grey CBCP Allocation Letter dated April 5, 2018](#)

Respectfully submitted by,

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Barbara Arbuckle,
Children's Services Manager