



**VILLAGE OF SAYWARD
COMMITTEE OF THE WHOLE
AGENDA**

**August 7, 2019 – 10:00 AM
KELSEY CENTRE MULTI PURPOSE ROOM**

1. Called to Order

2. Public Input (maximum 30 minutes)

Mayor: "Public Input is for the purpose of permitting people in the gallery to provide input and shall be no longer than 30 minutes unless approved by majority vote of Council; each speaker may provide respectful comment on any topic they deem appropriate and not necessarily on the topics on the Agenda of the meeting; the public input opportunity is meant for input and questions and answers. Each speaker may not speak longer than 2 minutes but may have a second opportunity if time permits. Each speaker must not be allowed to speak regarding a bylaw in respect of which a public hearing has been held. For the record please state your name and address."

3. Approval of Agenda.

Recommended Resolution:

THAT the agenda for the Committee of the Whole meeting for August 7, 2019 be approved.

4. Minutes of Previous Meetings - None

5. Correspondence

Recommended Resolution:

THAT the following correspondence be received:

- a) Ministry of Children and Family Development – New Incentives

6. New Business

- a) BC PNP Entrepreneur Immigration Regional Project – Councillor Bill Ives
- b) Sayward Daycare Plan – Report from Councillor Cragg
- c) Items from SFS:
 - SFS formation of economic development Committee with broad area representation
 - ICE-T Economic Readiness Program Grant
- d) Staff Report Website Redesign

7. Public Question Period (maximum 15 minutes)

Mayor: "The purpose of the public question period is to permit people in the gallery to ask questions about the issues discussed by Council during the meeting. Speakers will be allowed to ask one question each. If time permits, after everyone has had an opportunity to ask questions, speakers will be allowed to ask a second question. For the record, please state your name and address."

8. In-Camera - None

9. Rise

10. Adjournment

Recommended Resolution:

THAT the Committee of the Whole meeting for August 7, 2019 be adjourned.

NEWS RELEASE

For Immediate Release

Ministry of Children and Family Development

2019CFD0082-001418

July 15, 2019

Bringing child care closer to home for families through new incentives for publicly funded child care

VICTORIA – A significant increase in funding will help public sector and non-profit organizations create more publicly owned and operated child care spaces in their communities, bringing child care closer to home and making life more affordable for British Columbian families.

The maximum funding amount available from the Childcare BC New Spaces Fund to public sector organizations, such as local governments, school districts, tribal councils and First Nations governments, is increasing to \$3 million per project, up from \$1 million. Additionally, non-profit organizations – including Indigenous organizations – will be eligible for up to \$1.5 million per project, three times more than was previously available.

“Our government believes all families should have access to publicly supported child care just as they have access to public education – and the best way to make that happen is by working in partnership with public sector and non-profit organizations,” said Katrine Conroy, Minister of Children and Family Development. “By offering incentives to these sectors, we can strengthen communities and give families access to the services they need right on their doorstep, meaning they no longer have to give up valuable family time to get to their child care centre far from where they live – and we know that for families, that positive change can’t come soon enough.”

As well as the funding increase, the ministry is introducing a new process to allow experienced public-sector and non-profit organizations to apply for funding for multiple projects at once. More information on this process will be available in the coming weeks.

“Child care has the ability to be the common ground that brings families in communities together,” said Katrina Chen, Minister of State for Child Care. “We’ve seen the City of Vancouver and the School District of Victoria thinking outside the box to create hundreds of new licensed child care spaces, and we encourage other local governments and organizations, from large to small, to bring their ideas for solving the child care space shortage. Together, we will forge long-lasting partnerships to deliver publicly funded child care spaces that will be life-changing for families and communities for decades to come.”

Under the Childcare BC New Spaces Fund, child care providers can apply for funding to create new child care spaces at any time throughout the year under a continuous application process. It is part of the Province's Childcare BC plan, designed to give British Columbian families access to affordable, quality child care when they want or need it. Since July 2018, the Province has funded approximately 9,000 new licensed child care spaces throughout British Columbia. More new spaces will be announced as projects are approved.

Investing in child care and early childhood education is a shared priority between government and the BC Green Party caucus, and is part of the Confidence and Supply Agreement.

Learn More:

For more about Childcare BC, visit: www.gov.bc.ca/childcare

To learn more about the Childcare BC New Spaces Fund and to apply, visit:
www.gov.bc.ca/childcare/newspacesfund

To find child care in a community, view the online child care map:
<http://maps.gov.bc.ca/ess/hm/ccf/>

Child care factsheet: <https://news.gov.bc.ca/18430>

Contact:

Ministry of Children and Family Development
Government Communications and Public Engagement
(250) 356-2028

Connect with the Province of British Columbia at: news.gov.bc.ca/connect



July 15, 2019

VIA E-MAIL

Ref: 244252

Dear Mayor:

Since Childcare BC launched in 2018, we have taken great strides towards our vision of universal child care: a system that will provide parents with access to affordable, high-quality child care whenever and wherever they need it.

One of the key pillars of Childcare BC is accessibility. Under this pillar, the Childcare BC New Spaces Fund offers funding to create new licensed child care spaces for British Columbian families.

Today, we have good news to share. Public sector organizations, Indigenous Governments, and non-profit societies can now access more money through the Childcare BC New Spaces Fund to create spaces. Based on feedback from communities throughout British Columbia, we have tripled the funding maximums up to:

- **\$3 million per facility** (previously \$1 million) **for up to 100% of project costs** for public sector organizations and Indigenous Governments,
- **\$1.5 million per facility** (previously \$500,000) **for up to 100% of project costs** for Indigenous non-profit societies, and
- **\$1.5 million per facility** (previously \$500,000) **for up to 90% of project costs** for non-profit societies and Child Development Centres.

We are making this change to recognize that in many communities, high capital costs can be a barrier to creating child care spaces. Increasing funding maximums means that more communities can access the Childcare BC New Spaces Fund, and more families will benefit from access to licensed child care.

For a breakdown of applicant type, new funding maximums and provincial contribution levels, see attached table.

Looking ahead, the ministry is also creating a multi-project funding stream so that public sector organizations and established non-profit societies can submit a single proposal for multiple projects, or for large-scale projects that require more than the funding maximums. More information on this stream will be available in coming weeks.

.../2

We hope you share this information with your colleagues, partners and clients, and apply for funding if you are an eligible organization. By working together, we can make life better for British Columbia's families by improving access to child care.

Childcare BC New Spaces Fund guidelines, application forms and FAQs are available at www.gov.bc.ca/childcare/newspacesfund. If you have any questions, you can contact the Childcare BC New Spaces Fund Program at MCF.CCCF@gov.bc.ca or 1 888 338-6622 (option 5).

Thank you.

Sincerely,



Katrine Conroy
Minister of Children and Family Development



Katrina Chen
Minister of State for Child Care

Appendix: Contribution Percentages and Funding Award Commitment by Applicant Type

Applicant Type	Required Organization Contribution	Provincial Contribution	Maximum Provincial Funding Amount*	Funding Award Commitment
Public sector organizations and Indigenous Governments	0%	100%	Up to \$3,000,000	Up to 15 years
Indigenous Non-Profit Societies	0%	100%	Up to \$1,500,000	Up to 15 years
Non-Profit Child Care Providers and Child Development Centres	10%	90%	Up to \$1,500,000	Up to 15 years
For-profit child care organizations (Businesses and Incorporated Companies).	25%	75%	Up to \$250,000	Up to 10 years
*The maximum provincial funding amount applies to a single physical location. Projects occurring within the same physical location are considered as a single project.				

CAO

Subject: FW: BC PNP Entrepreneur Immigration Regional Pilot Confirmation of Enrolment Form

From: Bill Ives <bill.ives@saywardvalley.ca>

Sent: July 15, 2019 3:15 PM

To: John MacDonald <john.macdonald@saywardvalley.ca>

Cc: Wes Cragg <wes.cragg@saywardvalley.ca>; CAO <cao@saywardvalley.ca>

Subject: Fwd: BC PNP Entrepreneur Immigration Regional Pilot Confirmation of Enrolment Form

Hi John

FYI

Our submission has been accepted. I'll follow up on the administrative issues when I return next week. I'll bring the points discussed in the second paragraph before our committee when ratified.

I can participate in the conference calls and report any pertinent issues. If you would like to participate as well I'll communicate this to Aireen.

Cheers

Bill

Begin forwarded message:

From: "PNP Concierge JTT:EX" <PNPConcierge@gov.bc.ca>

Date: July 16, 2019 at 5:31:28 AM GMT+12

To: 'Bill Ives' <bill.ives@saywardvalley.ca>

Cc: "PNP Concierge JTT:EX" <PNPConcierge@gov.bc.ca>

Subject: RE: BC PNP Entrepreneur Immigration Regional Pilot Confirmation of Enrolment Form

Hi Bill,

Thank you for confirming Village of Sayward's participation in the EI – Regional Pilot!

We will follow up in the next week with the following material:

- A mock-up of your community profile (taken from the information provided in your enrolment confirmation form) for you to review/approve
- A Referral Form specific for your community
- A sample Request for Referral for entrepreneurs to complete and submit to your community. This document needs to contain the consent necessary for us to communicate with you about the file.
- Copies of the Community Conference Call summary notes from April, May and June

A few housekeeping items:

- When referring to the EI – Regional Pilot on any written format, we ask that you use the full program name to minimize confusion with other regional/rural initiatives: **BC PNP Entrepreneur Immigration – Regional Pilot or EI – Regional Pilot**
- We will be adding you to our monthly community conference calls with participating communities. You will receive a recurring invitation for the 1st Thursday of every month – our next one is August 1/19..

Don't hesitate to reach out with any questions – we look forward to working with you and your community on this initiative!

Best regards,

Aireen

Concierge Services | Immigration Programs Branch
Ministry of Jobs, Trade and Technology
Email: PNPConcierge@gov.bc.ca

BC Provincial Nominee Program
www.WelcomeBC.ca/PNP

Our office is located on the traditional unceded territories of the Musqueam, Squamish and Tsleil-Waututh First Nations

**To receive program news, notice of upcoming webinars, and our quarterly newsletter, [sign up for Immigration Insights](#).*

This communication is intended for the use of the recipient to whom it is addressed, and may contain confidential, personal and/or privileged information. Please contact us immediately if you are not the intended recipient of this communication, and do not copy, distribute, or take action relying on it. A communication received in error, or subsequent reply, should be deleted or destroyed.



Important Information

The BC Provincial Nominee Program (BC PNP) Entrepreneur Immigration – Regional Pilot enables communities to have an active role in the attraction and retention of foreign entrepreneurs to support local economic development.

- This form is to be completed by the designated contact person for the BC PNP, as identified on your community enrolment form.
- Information provided in this form will be used to create a profile of your community on WelcomeBC.ca/PNP and to confirm your enrolment in the Regional Pilot. These profiles are intended to direct prospective foreign entrepreneurs to communities that have economic priorities that align with their business proposals.
- For further details, including entrepreneur eligibility criteria and a description of the full process, please see the Regional Pilot information on our website, WelcomeBC.ca/PNP.

Questions?

Email us: PNPConcierge@gov.bc.ca. BC PNP program staff can provide tailored immigration information.

A. COMMUNITY INFORMATION

- The information provided in this section will be posted to WelcomeBC.ca/PNP.

LEGAL NAME: The Corporation of the Village of Sayward	POPULATION (As of <u>December 2017</u>): 310 Village and 900 Valley
BRIEF DESCRIPTION OF YOUR COMMUNITY (maximum 250 characters): This hamlet is nestled in the mountains with the White River meandering by the village. The area abounds with wildlife, great fishing is famous for its for its hiking (Kusam Klimb).	
COMMUNITY WEBSITE LINK: www.sayward.ca & www.sayward-tourism.ca & http://saywardfutures.ca	
If available, do you want a hyperlink to your community's Trade and Invest BC (www.britishcolumbia.ca) profile included on WelcomeBC.ca/PNP ? Yes ☐ No ☒	

B. CONTACT PERSON FOR FOREIGN ENTREPRENEURS

- The information provided in this section will be posted to WelcomeBC.ca/PNP.
- This individual will be the first point of contact for prospective foreign entrepreneurs.
- This individual may be the same person as the designated contact person for the BC PNP (previously identified).

FIRST NAME (OPTIONAL): William (Bill)	LAST NAME (OPTIONAL): Ives
ORGANIZATION: Village of Sayward	JOB TITLE (OPTIONAL): Councillor
PUBLIC PHONE NUMBER: 778-348-3811	PUBLIC EMAIL: economicdevelopment@saywardvalley.ca

C. CONFIRMATION OF PRIORITY ECONOMIC DEVELOPMENT INDUSTRY SECTORS IN YOUR COMMUNITY

- The information provided in this section will be posted to WelcomeBC.ca/PNP.
- Foreign entrepreneurs who intend to establish themselves in your community must submit registrations to the BC PNP that propose a business start-up in an industry group consistent with the economic development needs of your community.
- Industry subsectors are classified using the [North American Industry Classification System \(NAICS\)](#).

Identify up to three industry subsectors that will contribute to your community's economic development priorities.	
1. 452 General merchandise stores	☒
2. 453 Miscellaneous store retailers	☒
3. 454 Non-store retailers	☒

D. CONFIRMATION OF REFERRAL READINESS

- The information provided in this section **will not** be posted to the WelcomeBC.ca website.

Has your community completed the BC PNP's "Hosting exploratory visits" training session?	Yes ☐ No ☒
Please provide a brief description of how your community intends to host exploratory visits, including individuals and/or organizations that may be involved: Prior to arrival we will assist guests with finding or booking accommodations. We intend to meet with guests, take them on a tour of the Sayward Valley and host a meeting where we can discuss our aspirations. We will have on hand; real estate, zoning, business licence, taxation and options for building or barging structures onto building sites. Depending on the size of the group and weather we may host a BBQ or dinner.	
Has your community completed the BC PNP's "Providing referrals" training session?	Yes ☐ No ☒
Please provide a brief description of what process your community will undertake to make a referral: The Mayor, two Councillors and CAO will review all submissions. A scoring performa will be developed and the results attached to each file.	

E. DESIGNATED CONTACT PERSON FOR THE BC PNP DECLARATION

- The information provided in this section **will not** be posted to the WelcomeBC.ca website.

By submitting this form, you acknowledge:		
Some of the information provided in this form will be posted publically to the WelcomeBC.ca website.		I understand ☒
The BC PNP has the discretion to gauge and provide advice with respect to your community's readiness for this program.		I understand ☒
Neither the <i>contact person for foreign entrepreneurs</i> nor I (or our immediate family members) can have any vested interest or other conflict of interest in any potential referral to the BC PNP.		I understand ☒
Should there be any potential, real or perceived vested interest or other conflict of interest in any potential referral to the BC PNP, I must disclose this information to the BC PNP immediately.		I understand ☒
I must notify the BC PNP of any substantial changes made to the community's process for hosting exploratory visits or issuing referrals.		I understand ☒
I represent and declare that I am authorized to act on the community's behalf in submitting this form.		I understand ☒
The BC PNP reserves the right to limit the number of referrals from individual communities.		I understand ☒
NAME: William Ives	JOB TITLE: Economic Development Councilor	
PHONE NUMBER: 778-348-3811	EMAIL: economicdevelopment@saywardvalley.ca	
SIGNATURE:	DATE (dd-mmm-yyyy): 12 July 2019	

CAO

Subject: FW: Sayward Daycare Proposal Version 2

From: John MacDonald <john.macdonald@saywardvalley.ca>

Sent: July 15, 2019 1:12 PM

To: Wes Cragg <wes.cragg@saywardvalley.ca>; Lisa Clark <village@saywardvalley.ca>; CAO <cao@saywardvalley.ca>

Subject: RE: Sayward Daycare Proposal Version 2

Hi Wes/Lisa

Yes the daycare report should be on agenda for COW 07 Aug and then follow thru on agenda for next regular scheduled council meeting 13 Aug. (Lisa if you would please put on both agendas)

Your report for the Forestry meeting should only be put on agenda of next scheduled council meeting 13 Aug, does not go to COW.

John

From: Wes Cragg

Sent: July-15-19 12:26 PM

To: Lisa Clark <village@saywardvalley.ca>; CAO <cao@saywardvalley.ca>

Cc: John MacDonald <john.macdonald@saywardvalley.ca>

Subject: Sayward Daycare Proposal Version 2

Good Morning Lisa,

Please find attached the Sayward Daycare Proposal (Version 2) for review.

As I understand it, a member of the public wished to have access to this copy and as such I have forwarded it to you.

Please put this on the agenda for the COW and meeting with the SFS on August 7th. I will also be sending you a report on the Forestry conference I attended in Mission and I also would like that added to the agenda for the COW/SFS meeting, please. I will provide that in a separate e-mail, however.

I'm off to the wharf with my son for a bit but I will be back later should anyone wish to get in touch with me-- I'll be back by 3:00pm.

Cheers, Wes

Village of Sayward

Daycare Proposal

Version 2
July 9th, 2019

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EXECUTIVE SUMMARY

The Village of Sayward and The Valley of Sayward has seen a recent transformative process of a change in demographics. In 2011, when the last commissioned study was undertaken, in the Vannstruth report, 55% of the total population of the Village of Sayward was aged 55+, contrasted to only 17% of the entire population aged 25 and under. The remaining 28% were between the ages of 26 and 54 years of age.

Although we have not yet completed a recent 2018 commissioned census showing current trends, more families are moving into the area and evidence points towards an exodus from urban areas that have become financially unaffordable for the Generation X and Millennial's demographics.

It is a given that British Columbia real estate prices will continue to slightly rise, thus places like Sayward will continue to be viewed as a potential homestead community from those not only from the southern parts of Vancouver Island but also those from the Lower Mainland, Fraser Valley and beyond.

As highlighted in the Vannstruth Report (2013), for a town of our limited size, we have amenities on which to build upon. We have an intergenerational recreation centre with a pool for all ages. We have a police station, a volunteer fire department with 2 stations, an ambulance station, a medical clinic and soon a brand-new library! The past councils of the Village of Sayward have done very well by this community!

The Village of Sayward currently has a wondrous opportunity to build a new, licensed daycare facility that is currently unavailable in our community.

A community daycare will enhance our current amenities and provide a much bigger enticement for families considering a move from the Lower Mainland, or South Vancouver Island, or immigrants from another country.

Increased population has an added benefit of growth, commerce and opportunities. It's a common business formula of "Supply and Demand". The more people in an area create a greater demand for products and services. That demand creates business opportunities to supply those products and services.

While we might acknowledge Sayward may never grow large enough to warrant large city amenities, it can grow large enough to get retail stores like Home Hardware, IGA or Thrifty Foods, a bowling alley, coffee shops, a dentist, a credit union and other ancillary amenities that will service our growing community in the decades to come.

INTRODUCTION

There is an opportunity made possible by the BC Provincial Government under a new childcare strategy entitled, "The Childcare BC New Spaces Fund".

"The Childcare BC New Spaces Fund replaces the Major Capital Funding program, which funded capital costs for new or expanded childcare facilities. The New Spaces Fund will

support the creation of up to 22,000 new licensed childcare spaces through an investment of \$221 million over three years – the single-largest investment to improve access to childcare in B.C. history.”

This exciting BC Government initiative has provided the Village of Sayward with a never before chance for a once in a lifetime opportunity, to build and staff a licensed daycare facility, with up to \$1 Million dollars available at little to no cost to taxpayers!

A community daycare would benefit our community in the following ways:

- Would generate a greater sense of community.
- Would greatly enhance our community's inclusive atmosphere.
- Would create a central “Community Hub” at our Recreation Centre.
- Would provide Sayward and surrounding areas a fully licensed daycare facility with ECE designated workers, proficient in infant/toddler and special needs training.
- Would support meaningful education and employment to women, minorities and First Nations within our community.
- Would support the option of choice for parents to go back to work full or part time.
- Would give meaningful employment to our local trades and labour within our Sayward community, as the facility gets built.
- Would positively impact carbon emissions with the construction of a "Green" facility, thus assisting our Clean Energy commitment to combat climate change.
- Would enhance our “intergenerational” relationships within our community.
- Would make Sayward a more opportune place to raise a family for newcomers and immigrants to our community.

The bottom line to all of it is this: **It is something good for our community!**

Every community, whether big or small has energy. Positive communities promote volunteerism, good neighbours, community relations, activism, better overall health and vibrancy. This program would slingshot all of the above for our community like a rocket into space and I am truly excited about that!

DESIGN AND STRUCTURE

To maximize our grant funding under the BC New Spaces Fund, our daycare would require an infant/toddler designation.

The Provincial requirements for an infant/toddler designation must include 2 separate rooms for sleeping and/or napping. There must be one separate room for infants and one separate room for toddlers. In addition, there needs to be multiple bathrooms (1 for every 10 kids) and designated outside play areas.

I am in the process of coordinating a basic design with the help of a friend, who has had her ECE designation for over a decade and currently works at Parasol Kids daycare www.parasolkids.ca.

it is my hope that we can construct a good program and design that will shape exactly how many kids we can/should accommodate as well as the basic structure that we need to engineer and how many members of our community we need to put through school and in what courses (if we go with that option).

However, despite whichever version gets decided upon, a main component of every design will be based on the following criteria for a fully licensed and regulated daycare that is compatible with the BC New Spaces priority list of criteria, as listed in their program guide, Section 2-Priority Areas:

- Creation of licensed Infant/Toddler (0-36 month) AND/OR licensed Group Care (30 Months to school age).
- Creation of spaces by Public Sector (Sayward Futures), Local Governments (VOS), Band/Tribal Councils (Komox).
- Creation of spaces on school grounds.
- Spaces serving low income families.
- Spaces serving children that require extra support (special needs, kids with a designation, kids with a disability).
- Spaces serving indigenous communities.
- Spaces serving landed immigrants AND/OR refugees.
- Spaces serving young parents (25 years and younger).
- Spaces offered outside of core business hours (evenings, weekends, early mornings and holidays).

Four basic locations for construction of the new daycare facility are identified and in consultation with the local trades and engineering experts, it will be up to the council and the community to determine which version gets built.

Option 1

Place the daycare inside the school.

Pro

- The school is a place for children and learning.
- The afterschool care is in the same building, no transportation required.
- Currently, there is space available.
- The costs to transform a classroom may be slower than the other options available.

Con

- Construction is at the discretion of the Campbell River School District (SD 72). Any care, custody and control would be out of the hands of Sayward entirely.
- The daycare design may not be compatible with the rectangle classroom configuration.

- Population increase may increase the enrollment so much that it needs the space back, putting the Village or Sayward Futures on the hook financially for the cost of the grant. It is financially risky to commit to an unknown.
- School children are loud and may disrupt the daycare “naptime”.
- There may be less benefit to our local trades and labour workforce as the Campbell River School District will select their own workforce to initiate and plan work in their own building.
- All generated funds from rental of the property of the daycare will supplement the school board and they alone will decide how to allocate those funds

Option 2

Build a new detached building.

Pro

- New construction is less complicated than an addition or renovation.
- New construction has much less financial risk than renovations/additions to keep a project on budget (eg: a reno with asbestos discovered).
- New construction has warranties on workmanship.
- New development is a sign of progress and Village enhancement.
- Insurance and Bonds are much easier to attain on new construction.
- Build in a preferred location inside Village property.

Con

- Land is used that could be for future commercial developments.
- DCC's increase to provide sewer and water hookup.
- Does nothing to refurbish/renovate/upgrade the Kelsey Centre's building, which includes HVAC, Plumbing and Electrical.
- Will not provide the Kelsey Centre with Green Energy implementation to reduce our Carbon Footprint.
- Will not add any additional space onto the Kelsey Centre.

Option 3

Renovate the Kelsey Centre with an addition.

Pro

- Partially renovates and upgrades the aged HVAC, Plumbing and Electrical as part of the Daycare.
- Adds a Green Energy component to the Kelsey Centre to reduce our Village's Carbon Footprint.
- Reduces our financial burden for heating, hydro and fuel.
- Allows the daycare kids full access to our gymnasium, which is great in the rainy days and opens up the possibility of swimming lessons in our pool while it is closed to the public.
- The Kelsey Centre, serving the whole community will remain operational year-round.

Con

- Additions and Renovations may add an unforeseen component to construction (eg: asbestos).
- Limited options to obtain insurance and bonding for an addition and/or renovation project.
- Construction may disrupt the Kelsey Centre schedules.

Option 4

Build a new semi-detached building (new building that is formally joined via walkway/hallway) adjacent to the Kelsey Centre.

Pro

- A newly constructed building using “Green” energy.
- New construction is less complicated than an addition or renovation.
- New construction has much less financial risk than renovations/additions to keep a project on budget (e.g.: a reno with asbestos discovered).
- New development is a sign of progress and Village enhancement.
- Insurance and Bonds are easier to obtain on new construction.
- The risk of negative surprises is only on the attached portion of the walkway/hallway.

Con

- Land is used that could be for future commercial developments.
- DCC increase to provide sewer and water hookup.
- Limited capacity to refurbish/renovate/upgrade the Kelsey Centre’s building, which includes HVAC, Plumbing and Electrical.
- Will not provide the Kelsey Centre with Green Energy implementation to reduce our Carbon Footprint.

STAFFING

Staffing may be an initial challenge. The ultimate goal is to set up a program to employ our local Sayward residents as teachers in our daycare.

To achieve this goal, we will need to work with the facilitator of the BC New Spaces Fund to venture a co-operative agreement, with the Ministry for Children and Families for access to their grant program entitled, “Start-Up Grant for Becoming a Licensed Child Care Facility”.

The Grant Program is two-fold along with the BC New Spaces Fund. There is deadline to apply and funding is based solely on the number of spaces being created.

- Childcare Operating Funding (CCOF)
- Childcare Fee Reduction Initiative

The CCOF can be used for expenses related to becoming licensed such as:

- Paying fees to complete training or course work.
- Hiring replacement staff to ensure coverage while students undertake training and/or course work.
- Paying all required application fees (licensing, rezoning, etc.).
- Buying equipment for the childcare facility.

LICENSING

There are 4 basic licenses for a childcare facility operator:

- 1) Registered License-Not-Required (RLNR) childcare provider in good standing with the local Child Care Resource and Referral (CCRR) office (someone with a membership).
The RLNR allows 2 children or a sibling group, other than the care provider's own children. Registered with the Child Care Resource & Referral Program (birth up to and including age 12)
- 2) An existing Licence-Not-Required (LNR) childcare provider.
The LNR allows: 2 children or a sibling group, other than the care provider's own children (birth up to and including age 12)
- 3) An Early Childhood Educator (ECE) with a valid ECE certificate in good standing with the ECE Registry.
- 4) A Responsible Adult having completed the required 20 hours of required training.
A responsible adult is a person who is 19 years of age, has completed at least 20 hours of training, has experience working with children, and can provide care and mature guidance to children.

Sayward's community daycare will require those who have ECE designations and higher. The responsible adult designation is a complimentary position within a daycare that allows for a greater number of children to be enrolled in the facility.

We, as the VOS or Sayward Futures Society have 2 main options for the method of training and/or employing Sayward residents. Each option has their unique Pro's and Con's.

Option 1

Submit an application as the VOS or Sayward Futures Society as a group and send a handful of students to get training under an employment contract, that requires full repayment of course fees should they drop out of the course, fail their educational requirements, are removed from the course and/or fail to meet the 2 year employment term of their contract.

The Ministry will send the VOS or Sayward Futures the grant funds and we in turn will allocate those funds back to the Educational facility as a group.

Pro

- We control the applicants who we send and whom we wish to employ to look after children in our community.
- We have a contract of reimbursement at our disposal. So the financial risk is mitigated.
- We have a guaranteed length of employment term of 2 years for long-term stability.
- If a student reneges or fails on their contract, we can use the returned funds to send an alternate and/or replacement for training at no cost to the VOS or Sayward Futures.

Con

- A student may default from their contract by declaring bankruptcy and/or credit insolvency.

Option 2

Have any and all interested parties submit their own application to the BC Ministry, and should their grant be approved, we can hire based on graduation requirements just like any other applicant for a job.

Pro

- The student controls their own destiny.
- If the student defaults on their obligations, it's between the student and the BC Government directly.
- We have flexibility of whom we hire like any regular job posting.

Con

- No guarantee of employment length. The student can take their training and move and/or work in another community, leaving us scrambling for staff.
- The graduates can open up their own private daycares in our community, potentially leaving Sayward on the hook for repayment of funds granted by the BC New Spaces Fund.
- If the student fails and/or drops out, the VOS or Sayward Futures will be left short-staffed because we will be at the mercy of availability and interest from other, independent members of the community to apply on their own accord.

FUNDING

Applicants can receive:

- Up to \$4000 to become licensed family childcare providers (to provide care for up to 7 children).
- Up to \$4500 to become licensed in-home multi-aged childcare providers (to provide care for up to 8 children). **This stream is not applicable to the VOS or Sayward Futures, only to those who wish to operate their own, private daycare and thus if a VOS resident who wishes for this program can apply to the BC Government on their own agenda as an individual**.

GREEN ENERGY

In addition to creating a new community daycare and all of the additional benefits of local employment in trades, labour and education, it is my goal to use this opportunity to supplement this project with a “Green Energy” makeover of our Recreation Centre, should the Village residents and Council choose to go that route.

We recognize that climate change is a very real concern in the world today and the Village of Sayward has just been tasked with a Federal Carbon Credit initiative. Having new, “Green” facilities will greatly assist our Village in meeting those goals assigned to us and although it has not been determined yet, quite possibly we can become “Carbon Neutral” or “Carbon Negative” and generate carbon credits of our own to boost our general revenue, while at the same time doing our part to combat the dangerous affects of climate change.

If the building is an addition to the rec. centre or a semi-detached structure, there is a grand opportunity to enhance the rec. centre’s electrical, HVAC and plumbing to accommodate the new addition or semi-detached building.

If the new daycare is a detached building, then we can still integrate green energy into the design, but it does nothing to help our aging Kelsey Centre’s carbon footprint.

Likewise, if the new daycare is an integration of the school, then the school board will have full care, custody and control. They will oversee its construction on their property and the VOS and/or Sayward Futures Society has little no control, aside from the staffing issue.

Should the Kelsey Centre benefit from a green make-over, we can coordinate with MLA Claire Trevena and MP Rachel Blaney for access to grant funding from British Columbia Provincial departments like the BC Municipal Climate Leadership Council (Community Energy Association), Clean BC as well as coordination and cooperation with the Federal Government programs and services like the Canadian Climate Action Fund.

I would like a whirlwind of the 3 or more different funding sources to combine in a perfect storm of innovation, renovation and improvisation.

IMPLEMENTATION

This is a significant undertaking. The plan is to coordinate and balance multiple government agencies of the Provincial and Federal government.

The needs of the Sayward Municipal Government must be taken into account with collaboration and consultation of our surrounding community at large.

The recommended steps I would encourage in this process are as follows:

- 1) Provide initial report to council as an "In-Camera" report for internal discussion.
- 2) Bring the initial report to the Sayward Futures for their internal discussion and evaluation.
- 3) Modify report as required from internal discussions with council and SFS.
- 4) Present completed initial report to Village residents at Regular Council.
- 5) Hold a special meeting with local trades and labour to get their input on report and recommendations.
- 6) Modify report as required from internal discussions with the trades and technical.
- 7) Present modified report (Version 2) back to Council and SFS for review and further modifications as necessary (specifically regarding drafting and design and the education and hiring options of staff).
- 8) Present modified report (Version 3), with design and draft proposals to CAO to consult engineering and provide final recommendations of report to both Council and SFS at a Committee of the Whole meeting.
- 9) Adoption of final preparation of plan and completed application to all applicable branches of Government for approval.
- 10) Once funds are approved by Government, CAO to get all levels of trades and engineering to provide adequate insurance bonds (as per recommendation from Council) on project and get shovels in the ground.
- 11) Set up a small oversight committee to ensure compliance and progress.
- 12) Monitor progress and adherence to time and financial guidelines.
- 13) Evaluate process at specific progress points and adjust process as necessary.
- 14) Finalize Project.
- 15) Submit all final reports for review.

CONCLUSION

As with every strategy proposed in any government endeavor, there will be vocal opposition.

I suspect a main argument to be used by those in opposition will be a need vs want argument, whereby members of the community may advise we do not need a community daycare as there isn't a need that cannot be currently served by members of the community.

I would argue that a visionary plan is a plan that is not reactionary in nature but proactive in design.

How much will the Village and Valley grow in that time? Will we continue to have 350 residents in the next 15 years, or will we have 2000 residents? As stated in my opening, the available evidence suggests BC real estate prices will either stay on par or continue to climb. People WILL come here to settle. Progress will be made, and new housing will be built.

Aside from the anticipated population increases, there is a human factor to consider. The current divorce rate in Canada is peaking at around 40%. That is sadly even high in non-married relationships.

Legal and child custody issues, back to work issues, mental health issues and economic collapse are all very clearly documented as a negative consequence of divorce and separation. When there are more options for community support in the form of a daycare and other social services, it greatly increases the choices of the ones who need help the most.

Having a daycare and other social services greatly empowers members of our society and will thusly improve our community, not specifically for today but for tomorrow and the foreseeable future!

Wes Cragg C.A.I.B.
Councillor,
Village of Sayward

ADDENDUM 1

Trades and Technical

The meeting with Sayward's Trades and Technical was extremely productive.

I had them all fill in a 4-page Sayward Daycare proposal form, which listed the four building options given in this report for analysis and ranking in order of most preferred to least preferred option.

In this report, I have the expert opinions of:

- Mountview Pacific Construction: General Contractor
- Astro Electric: Electrician
- 3D Services Design and Drafting: Drafter and Designer

The trades and technical group walked around the circumference of the Kelsey Centre, they walked through the building of the Kelsey Centre and examined the various storage lockers and potential available space as a group.

It was exciting to see them act as a unified group, problem solving and building us a brand-new daycare inside of their minds as they were speaking and one could not help but feel the positivity and enthusiasm as they talked shop with one another!

They were unified in their rankings of: Most Preferred to Least Preferred and the rankings are as follows:

1. Renovate Kelsey Centre with an Addition
2. Build a new Semi-Detached Building
3. Build a new Detached Building
4. Inside the School

There was some discussion of a Semi-Detached vs Addition Onto to make the 1st and 2nd choice between the trades and technical but after the final walkthrough, the group was clear that building a foundation would increase costs vs building a better addition onto the Kelsey Centre.

To be fair, there is still much technical work to be done regarding planning and unconsidered variables as it relates to this project. I simply asked the trades and technical for an initial evaluation, nothing more. Also, there are 3 other experts who were unable to make the meeting last night but have promised to provide their own reports down the road.

ADDENDUM 2

Mission, BC has done some remarkable things with their childcare issues in recent years, partnering with the BC Government to maximize their ability to provide affordable childcare as well as utilizing their Leisure Centre to its child care potential.

As of November 9th, 2018, Mission, BC entered into a BC Government “Universal Child Care Prototype Project”. It is one of only 50 sites in British Columbia that offer a low-cost childcare option, families paying NO MORE than \$200 a month, per child for childcare.

That is incredible! When my family lived in Mission and my youngest boy, Noah was enrolled in daycare, our bill was in the \$600 to \$700 range each month—and he was only in daycare part-time!

I would greatly like Sayward’s Daycare to participate in this program and will work with the various Ministries and our MLA, Claire Trevena to get more information down the road.

Mission, BC has also utilized their Leisure Centre to provide on-site daycare for infant/toddler, preschool, child and afterschool. It’s a maximum 2 hour drop in service and adults must always remain on-site . The on-site daycare provides parents the ability to exercise, swim, play racquetball, skate, play hockey, whilst their children are looked after in a safe and secure environment.

This gave me the idea of utilizing our off-shift, ECE designated staff to allow the Kelsey Centre the same option of a 2 hour drop in service to compliment our daycare.

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- 1) Mission City Record, November 9th, 2018: Mission Child Care Centre one of 50 sites offering low cost care.
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- 3) CBC News, Oct 04, 2010: 4 in 10 1st marriages end in divorce: report
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- 5) M.J. O’Nions, Nov 09, 2018: Divorce rates in Canada
- 6) My Campbell River Now, Troy Landreville, Mar 12, 2019: Comox Valley, Campbell River housing market sees decline
- 7) BC Business, Juan Rivera, Feb 21, 2019: New Year, new market: real estate trends for 2019
- 8) BCREA Housing Forecast, Jun 2019, Vancouver Island-Coast
- 9) Sayward Economic Development Strategy, Vannstruth Consulting Group, Dec 2013



STAFF REPORT

For: Mayor and Council
Prepared by: John France Consultant
Subject: Website Redesign
Meeting date: August 7, 2019

BACKGROUND

The Village received a \$10,000 grant from Rural Dividends to look at improvements to the pond. Council subsequently decided to refuse the funding, however, on second thoughts, it was decided to try to repurpose the funds to a different economic development project in line with the funder's goals. This report provides an alternate option for the grant.

DISCUSSION

Staff have discussed the repurposing of the grant with Rural Dividends and they have indicated a willingness to look at an alternate economic development project for the Village. In view of recent discussions on redeveloping the Village's website and coordinating websites with SFS and Tourism, Staff suggest that an opportunity exists to redevelop all three websites to be more responsive to residents and businesses alike. For example, having a rotating banner with small ads for area businesses/services or direct links to business or local amenities not affiliated with the Village.

Staff contacted (on recommendation from the Village IT consultant) Vancouver Island Designs and they have provided a project outline (see attached), major points as follows:

- Included development work to test out all links within the websites.
- Three meeting to identify issues, propose improvements, develop a plan and review the results. Complete programming to implement the plan.
- Provide training to support staff (VOS and SFS) in making changes to the website content.

Two final issues. As the full extent of work on the SFS and Tourism websites is unknown at this time, additional funding (for this component) may be needed. And second, the project is conditional on Rural Development approval.

RECOMMENDATION

That Council receives the report on Website Redesign,

And Further That Council approves the repurposing of the grant funds and the website project.

Respectfully,

John France Consultant



Vancouver Island Designs
250-202-1955

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Prepared For
John France
Village of Sayward
PO Box 29, 652-A H'Kusam Way
Sayward, British Columbia
V0P 1R0
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Proposal Date
07/29/2019

Proposal Number
0000599

Overview

Design a new website for the Village of Sayward that better reflects the community, it's goals and puts a focus on economic development.

Scope of Work

Further discussions are needed with stakeholders to determine which aspects of the website's content are not being used (for example: the Event Calendar) and any new functionality that can be added to help save time with common tasks and communications with the community.

The website will include the following features and functionality:



CUSTOM
GRAPHICS



RESPONSIVE
LAYOUT



ADVANCED
SEO



SOCIAL MEDIA
SHARING



GOOGLE
ANALYTICS



GDPR
COMPLIANCE



TRAINING AND
SUPPORT

LEARN MORE: <https://vancouverislanddesigns.ca/custom-wordpress-websites-whats-included>



CLASSIFIEDS
/ LISTINGS



NEWS



E-NEWSLETTER
SIGNUP



SOCIAL MEDIA
INTEGRATION



SECURE
FORMS



FAQ
SECTION



PHOTO
GALLERY

LEARN MORE: <https://vancouverislanddesigns.ca/website-options-and-extended-functionality>

Text content is to be copied from the current website.

Run technical diagnostics to check for broken links, going to both internal and external URL's



LINK AUDIT

Timeline

Production time is estimated to be 10-12 weeks and will depend on current workflow. A more detailed timeline can be provided after further discussion and once this estimate has been accepted.

Pricing

Description	Rate	Qty	Line Total
Onsite Meeting Pre-design meeting with Village of Sayward staff, Sayward Futures Society and Sayward Tourism. Includes 2 hours travel time from Campbell River.	\$65.00 +GST	6	\$390.00
Website Design *Estimated 80-90 hours (@\$65 per hour)* Custom Wordpress Website (Content Management System) Theme Development. Unlimited Pages and Posts. Includes the following features (also listed above): Custom Responsive Design, Advanced SEO, Social Media Sharing, Google Analytics, Business Listings, News, Photo Gallery etc Also includes 5-10 hours of time to edit the Sayward Futures Society and Tourism websites to better integrate with the new VOS site. for example branded graphics and links between all the websites. Onsite training (unlimited people) - 3 hours included	\$65.00 +GST	90	\$5,850.00
Onsite Meeting Proof Design presentation with Village of Sayward. Includes 2 hours travel time from Campbell River.	\$65.00 +GST	6	\$390.00
Website Design	\$65.00 +GST	25	\$1,625.00

Extra Functionality to highlight economic development:

Design "Filler ads" to display throughout the website that feature different business / industry categories and a call to click to view.

Local business exposure - Highlight a local business on the Home Page with a call to action to learn more. Content supplied by local businesses.

Add "Calls to Action" to encourage social media sharing of local economic content. This will include VOS staffs ability to easily share and promote content on it's social media channels.

Website Audit 2 hours to complete a technical diagnostics scan to identify internal and external broken links.	\$65.00 +GST	2	\$130.00
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Fixing and/or redirecting broken links can be done at our normal rate of \$65 per hour.

Onsite Meeting Follow up meeting with Village of Sayward. Includes 2 hours travel time from Campbell River.	\$65.00 +GST	6	\$390.00
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On Site Training No Charge travel for the first onsite training session.	\$65.00 +GST	4	\$260.00
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Subsequent training can be done via phone / email or text. Alternatively On Site Training can be provided with Travel Time charged at \$65 per hour from Campbell River.

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SETUP: SETUP & ONGOING COSTS:	\$0.00	0	\$0.00
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Website Management & Hosting (Yearly) Includes: Server Space, Hosting Security Monitoring Backup Maintenance Uptime Monitoring: 24/7 Performance monitoring.	\$300.00 +GST	1	\$300.00
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Ongoing Support* | Software upgrades* | Software Conflict Resolution*
* Up to 2 hours per year

Learn more: <https://vancouverislanddesigns.ca/wordpress-training/website-management>

SSL Certificate (Yearly) Secure domain, setup and monitoring	\$150.00 +GST	1	\$150.00
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Subtotal	9,485.00
GST (5%)	474.25
#884780123	

Proposal Total (CAD)

\$9,959.25

Notes

To proceed you must approve of our Terms & Conditions: <https://vancouverislanddesigns.ca/terms-conditions-of-service>

Terms

A 50% deposit is required on projects above \$1,000.

Subject to 2.5% interest after 30 days.

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Terms & Conditions: <https://vancouverislanddesigns.ca/terms-conditions-of-service>