

## **Bull, Debbie MCF:EX**

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**From:** Cotie, Kate L MCF:EX  
**Sent:** Thursday, July 12, 2018 2:21 PM  
**To:** Murrell, Joanne MCF:EX; Amit, Dotan MCF:EX; Karim, Susan MCF:EX; Kenny, Alison MCF:EX; Brown, Jasmin MCF:EX; Timmis, Anna MCF:EX; Daien, Sari MCF:EX; Gilmour, Michelle MCF:EX; Davidson, Leah MCF:EX  
**Cc:** Butler, Teresa MCF:EX  
**Subject:** messaging re: closures  
**Attachments:** 238560\_IBN\_MOS KChen\_re Child Care program closures\_June2018.docx

As most of you know, we pulled together a note recently to address the issue of providing sensitive and consistent messaging around program closures. I've attached the IBN with the messaging (has messaging for parents and messaging for providers) FYI in developing correspondence -- but please note there is one change to our messaging to parents:

s.13

Please make sure we use this messaging for any correspondence, and also a reminder to make sure we're using the right templates depending on who is signing the response. Templates are all saved to the LAN in the correspondence folder.

Thanks everyone!

Kate Cotie, A/Director Child Care Policy  
Ministry of Children and Family Development  
Desk Phone: 778.698.9797  
Cell: 250.217.1062  
Email: [Kate.Cotie@gov.bc.ca](mailto:Kate.Cotie@gov.bc.ca)

**MINISTRY OF CHILDREN AND FAMILY DEVELOPMENT  
INFORMATION NOTE**

**DATE:** 2018-06-27  
**CLIFF#:** 238560

**DATE OF PREVIOUS NOTE (if applicable):** N/A  
**PREVIOUS CLIFF #** 238360; 238293

**PREPARED FOR:** Honourable Katrina Chen, Minister of State for Child Care

**ISSUE:** Child Care program closures

**BACKGROUND:**

While licensed child care providers are subject to the requirements outlined in the Child Care Licensing Regulation (CCLR), they operate independently from government and are responsible for developing the business-specific policies that govern their operations, including how they manage their finances. MCFD provides financial assistance to licensed child care providers through the Child Care Operating Funding (CCOF) Program and the new Child Care BC Maintenance Fund (formerly Minor Capital Program) to help with the costs of running a child care centre and maintaining the operations of their facilities.

Closures of child care facilities happen on a regular basis; however, MCFD does not currently have a mechanism to collect data on the number of closures and the reasons for those closures.

The CCOF Program does track the number of facilities that do not renew their CCOF contract; however, there can be a variety of reasons a facility chooses not to re-enrol, including programs being sold, renamed facilities, closed, change of organization type, or a decision to stay open but not renew CCOF. <sup>s.13</sup>

s.13

Based on the last 10 years of CCOF data, on an annual basis between 5,000 and 7,000 programs did not renew their CCOF contracts. However, during that same 10 year time period, the overall number of CCOF facilities rose steadily each year, for a total increase of almost 26,000 over the 10 year period (from 93,000 in 2008/09 to 119,000 in 2017/18).

**DISCUSSION:**

An issue that is highlighted regularly is the closure/eviction of licensed child care programs located in schools or on school grounds. As school district enrolment increases, school boards sometimes need to repurpose classroom space previously occupied by a licensed child care program for K-12 educational use. This has been a growing concern over the past 4-5 years as many B.C. school districts have seen increasing populations. The 2017 B.C. Supreme Court decision regarding classroom sizes also impacted space for child care in some school settings.

Section 85.1 of the *School Act* requires that School Districts charge licensed child care programs rates that reflect the costs to make the space available (cost-recovery) – meaning that many child care and preschool programs located in schools (regardless of whether they are non-profit, or for-profit operations) pay nominal rent. If these providers are evicted from the school and are subsequently required to pay market rent elsewhere, it is often difficult for these

facilities to be financially viable or to maintain the fees previously charged, sometimes forcing them to close.

Some child care and preschool programs in B.C. and across Canada have for many years been located in church basements or church gathering rooms that may otherwise be underutilized during weekdays. The costs of such spaces are often lower than commercial rent. In some instances, the child care and preschool programs are extensions of/affiliated with the church/religious institutions. Churches and religious organizations have experienced a decrease in income over the past number of years. Additionally, the upkeep of what are often historical buildings can be more expensive than the subsidized rent that child care programs are able to pay, resulting in the tenancy becoming unsustainable. In other situations, groups are forced to divest themselves of church buildings, or repurpose their excess space to maximize revenue-generating potential. Recent closures of child care spaces have been mostly in buildings owned by churches or religious groups, including:

- Babies to Big Kids daycare in Esquimalt - located in High Point Community Church, owned by the Salvation Army;
- Blue Spruce Montessori, in Richmond – located in St Edwards Anglican Church; and
- Sir Andrew's Daycare in Burnaby – in space leased to them by the Central Christian Assembly.

When child care or preschool programs close, families are required to find alternative arrangements, often in compressed timeframes and with minimal notice. In B.C. where the number of licensed child care spaces only meets the needs of approximately 20% of children, and falls far short of the current need, this can be a difficult task. Losing child care can place severe financial hardship on families that are unable to work due to a shortage in the supply of child care. While BC's Child Care Plan is undertaking a number of initiatives to increase access province-wide, this is a 10 year plan and access challenges will continue in the short term. Responses to concerns about child care program closures need to be consistent, sensitive to the stress and hardship these closures put on families, and explain the actions this Government is taking to address these issues in the longer term.

**RESPONSE/ADVICE:**

s.13

Page 04 to/à Page 05

Withheld pursuant to/removed as

s.13

s.22

Dear s.22

Thank you for your e-mail of June 7, 2018, to the Honourable Katrina Chen, Minister of State for Child Care, regarding the eviction of Sir Andrew's Daycare in Burnaby. Your e-mail has been forwarded to the Child Care Policy Branch within the Ministry of Children and Family Development. As the acting Executive Director, I am pleased to respond.

I am sorry to hear about the difficult situation you have been placed in regarding the closure of Sir Andrews Daycare. I understand the stress your family must be under in going through a sudden transition, and attempting to find alternative out of school child care for your son.

The Ministry is aware of the recent eviction notice at Sir Andrew's Daycare and has heard from other families in similar situations. We will be reaching out to the provider to try and assist in helping them to secure alternate arrangements.

Our recently announced Child Care BC Maintenance Fund (formerly Minor Capital Funding) program has been enhanced to offer more support to licensed child care providers in order to ensure that existing spaces can be properly maintained and continue operating. The Maintenance Fund grant is available to support eligible organizations to address emergencies, make necessary repairs, and/or replace equipment for their operations. The Maintenance Fund also now includes funding to cover the costs of relocating child care programs to ensure spaces remain operational. Government has committed to not only create new spaces, but to support current child care organizations in operation.

If you have not already done so, you may find our Child Care Map helpful in identifying programs with available spaces: <https://www2.gov.bc.ca/gov/content/family-social-supports/caring-for-young-children/child-care/search-for-child-care>

In the interim, the Child Care Resource and Referral (CCRR) program may be able to assist you in finding a child care. CCRR programs offer many services to families in BC, including child care information and referrals, and child care subsidy information and application assistance. If you have not already done so, you may want to contact your local office: <http://www.ccrr.bc.ca/>.

Thank you again for writing and for sharing your concerns.

Respectfully,

Teresa Butler  
A/Executive Director  
Child Care Policy

Pc: Andy Davidson, Director, Child Care Programs and Services

fc: Correspondence Management  
Christine Massey, Assistant Deputy Minister, Early Years and Inclusion Division  
Teresa Butler, A/ED, Child Care Policy  
Anna Timmis, Policy Analyst, Child Care Policy

s.22

Dear s.22

Thank you for your e-mail of June 11, 2018, to the Honourable Katrina Chen, Minister of State for Child Care, regarding the eviction of your child care center in Richmond. Your e-mail has been forwarded to the Child Care Policy Branch within the Ministry of Children and Family Development. As the acting Executive Director, I am pleased to respond.

I am sorry to hear about the difficult situation you have been placed in regarding the loss of your program space. I understand the stress you as the administrator, your staff team, and the families in your program must be experiencing in this sudden transition. I also understand that finding alternative program space can be very difficult.

As you are likely aware, government announced in *Budget 2018* that we are investing a billion dollars into child care – the biggest investment in British Columbia history – to deliver swift relief for tens of thousands of families and help us lay the foundation for a quality, universal, affordable and accessible early care and learning system that will benefit British Columbians for decades to come. The Child Care BC Plan outlines the initiatives the government is undertaking.

As part of Budget 2018, the Child Care BC Maintenance Fund (formerly Minor Capital Funding) program has been enhanced to offer more support to licensed child care providers in order to ensure that existing spaces can be properly maintained and continue operating. The Child Care BC Maintenance Fund grant is available to support eligible organizations to address emergencies, make necessary repairs, and/or replace equipment for their operations. In addition, eligible facilities required to relocate will now be supported by up to \$25,000 in grant funding to enable them to quickly resume their services. More information on the Child Care BC Maintenance Fund is available on our web site: <https://www2.gov.bc.ca/gov/content/family-social-supports/caring-for-young-children/running-daycare-preschool/childcare-bc-maintenance-fund>.

If you have not already done so, I encourage you to contact our Child Care Programs staff at 1 888 338-6622 (toll free) option 5. The team has been advised of your situation, and is able to assist in completing the necessary paperwork to submit an application for this funding.

Thank you again for writing and for sharing your concerns.

Respectfully,

Teresa Butler  
A/Executive Director



Child Care Policy

cc: Andy Davidson, Director, Child Care Programs and Services

fc: Correspondence Management  
Christine Massey, Assistant Deputy Minister, Early Years and Inclusion Division  
Teresa Butler, A/ED, Child Care Policy  
Anna Timmis, Policy Analyst, Child Care Policy

## Bull, Debbie MCF:EX

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**From:** Cotie, Kate L MCF:EX  
**Sent:** Thursday, June 28, 2018 2:49 PM  
**To:** Van Egmond, Sheena C MCF:EX  
**Cc:** Davidson, Andy MCF:EX; Murrell, Joanne MCF:EX  
**Subject:** RE: program closures

He passed it on!! Thanks both!

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**From:** Van Egmond, Sheena C MCF:EX  
**Sent:** Thursday, June 28, 2018 1:26 PM  
**To:** Cotie, Kate L MCF:EX  
**Cc:** Davidson, Andy MCF:EX; Murrell, Joanne MCF:EX  
**Subject:** RE: program closures

Hi Kate,

I sent what I had from last August to Andy. I know he's been busy today.

Sheena

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**From:** Cotie, Kate L MCF:EX  
**Sent:** Thursday, June 28, 2018 8:40 AM  
**To:** Van Egmond, Sheena C MCF:EX  
**Cc:** Davidson, Andy MCF:EX; Murrell, Joanne MCF:EX  
**Subject:** FW: program closures

Hi Sheena – looping you into this as well in case you have anything to add/provide ☺

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**From:** Wetherill, Anne MCF:EX  
**Sent:** Thursday, June 28, 2018 7:19 AM  
**To:** Murrell, Joanne MCF:EX; Davidson, Andy MCF:EX; Rebitt, Connie E MCF:EX; Krol, Tom MCF:EX  
**Cc:** Cotie, Kate L MCF:EX; Yong, Steven MCF:EX  
**Subject:** RE: program closures

Hi

Sheena led this work when she was overseeing capital and ccof. At the time we identified 20 or so child care facs that were closing due to schools needing the space. Suggest pulling that info as we included anecdotal info.

We are hearing that some facs might close due to lack of eces...no futher info on that tho.

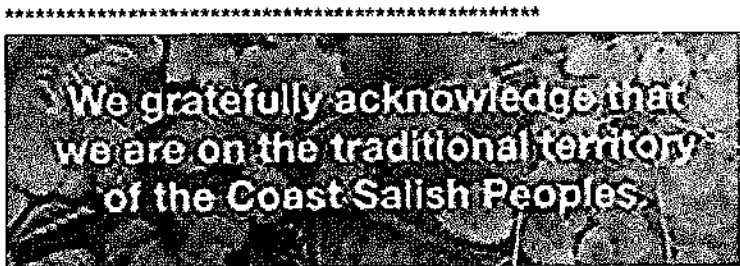
Connie and Tom get closure info so have ccd them for follow-up.

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**From:** Murrell, Joanne MCF:EX  
**Sent:** Wednesday, June 27, 2018 10:46 PM  
**To:** Wetherill, Anne MCF:EX; Davidson, Andy MCF:EX  
**Cc:** Cotie, Kate L MCF:EX; Yong, Steven MCF:EX  
**Subject:** program closures  
**Importance:** High

Anne and Andy,  
We've been asked to pull together an IBN for the MO for next week on child care program closures. I am wondering therefore what data either of your program areas might have on this – particularly I am assuming CCOF data, but am thinking that the capital funding area likely hears on a regular basis when programs are looking for funding to relocate etc.  
I am also wondering if you have any themes (anecdotal) you'd be willing to send me – I am thinking specifically things such as SDs taking back space for 'educational use' as of September when enrolment increases – which I am assuming is fairly regularly. Are there other themes we should be including in the IBN?  
I am in until Friday and will be working on this, and then Kate will take over as I'll be off next week. The MO meeting is happening mid next week, so would appreciate what you have as soon as you are able to send it.  
Steve, have cc'd you in, just in case MAIM is able to add any data to this.  
Thanks in advance,  
Joanne

\*\*\*\*\*  
**Joanne Murrell**  
Manager, Child Care Policy | Ministry of Children and Family Development  
778-698-5604  
(Cell) 250-213-8724



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## Bull, Debbie MCF:EX

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**From:** Rebitt, Connie E MCF:EX  
**Sent:** Thursday, June 28, 2018 1:59 PM  
**To:** Murrell, Joanne MCF:EX; Wetherill, Anne MCF:EX; Davidson, Andy MCF:EX; Krol, Tom MCF:EX  
**Cc:** Cotie, Kate L MCF:EX; Yong, Steven MCF:EX  
**Subject:** RE: program closures  
**Attachments:** MCF MARS - Facility and Licenced Spaces Trends.htm

Hi Joanne,

The spaces identified were specifically school-based.

The CCOF program does not have a closure report that lists individual facility closures and reasons. I have attached the CCOF – Facility and Licensed Spaces Trends report.

The “did not renew” may not mean the facilities/spaces have closed, renewal agreement may not yet be processed or facility open but did not to renew.

Thanks  
Connie

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**From:** Murrell, Joanne MCF:EX  
**Sent:** Thursday, June 28, 2018 10:56 AM  
**To:** Rebitt, Connie E MCF:EX; Wetherill, Anne MCF:EX; Davidson, Andy MCF:EX; Krol, Tom MCF:EX  
**Cc:** Cotie, Kate L MCF:EX; Yong, Steven MCF:EX  
**Subject:** RE: program closures

Hi all,

Thank you for this, just checking – the spaces identified here are specifically school-based? Is there a way to pull a list of all closures, and secondly are we able to do that for a few years. We’d like to be able to indicate what this looks like over time.

Thanks  
Joanne

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**From:** Rebitt, Connie E MCF:EX  
**Sent:** Thursday, June 28, 2018 9:28 AM  
**To:** Wetherill, Anne MCF:EX; Murrell, Joanne MCF:EX; Davidson, Andy MCF:EX; Krol, Tom MCF:EX  
**Cc:** Cotie, Kate L MCF:EX; Yong, Steven MCF:EX  
**Subject:** RE: program closures

Hi,

Here is the information that I have re child care closures due to schools needing space, see attached email.

The CCOF system does not have the ability to report out on reasons for closures. The program does track the number of closures manually, but these closures may not be actual closures, could be closed/sold facilities, change of organization type etc.

The program does enter a reason for closure if provided in the event notes but unable to run report on these event notes. We would have to search for these reasons manually.

A ticket has been opened to explore an enhancement to the CCOF dbase to track facility closure information. Some high level requirements were gathered but no work has ever begun on this.

Thanks  
Connie

**From:** Wetherill, Anne MCF:EX  
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**To:** Murrell, Joanne MCF:EX; Davidson, Andy MCF:EX; Rebitt, Connie E MCF:EX; Krol, Tom MCF:EX  
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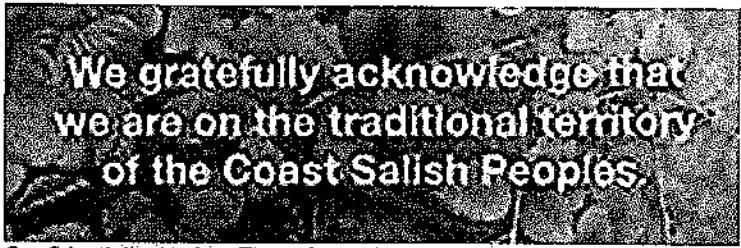
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**Importance:** High

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Steve, have cc'd you in, just in case MAIM is able to add any data to this.  
Thanks in advance,  
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\*\*\*\*\*  
**Joanne Murrell**  
Manager, Child Care Policy | Ministry of Children and Family Development  
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\*\*\*\*\*



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CCOF 107: Facility and Licenced Spaces Trends

The data in this report is current as of JUN 27, 2018 (07:27 PM)

This report shows the fluctuations, by fiscal year, in funded facilities and the spaces represented by those facilities.

User Selected Parameters	
Organization Type	
City	
Electoral District	
Local Health Authority	
MCFD Region	

	Number of Facilities		Number of Spaces										
	Group	Family	Gr03	Gr35	Pre	OOS	Spec	Emer	GMA	Fam	IHMA	FMA	Total
2003-04													
Balance forward	n/a	n/a	-	-	-	-	-	-	-	-	-	-	-
Did not renew	n/a	n/a	-	-	-	-	-	-	-	-	-	-	-
New	n/a	n/a	-	-	-	-	-	-	-	-	-	-	-
Licence changed	n/a	n/a	-	-	-	-	-	-	-	-	-	-	-
Total in 2003-04	2,002	1,981	3,552	15,496	15,483	22,606	271	55	0	13,664	0	0	71,127
2004-05													
Balance forward	2,002	1,981	3,552	15,496	15,483	22,606	271	55	0	13,664	0	0	71,127
Did not renew	-129	-223	-106	-725	-749	-1,338	0	-12	0	-1,545	0	0	-4,475
New	+258	+283	+276	+1,223	+1,928	+1,943	0	0	0	+1,938	0	0	+7,308
Licence changes	-	-	98	312	232	652	-40	-10	0	30	0	0	1,274
Total in 2004-05	2,131	2,041	3,820	16,306	16,894	23,863	231	33	0	14,087	0	0	75,234
2005-06													
Balance forward	2,131	2,041	3,820	16,306	16,894	23,863	231	33	0	14,087	0	0	75,234
Did not renew	-161	-265	-185	-1,275	-956	-1,661	-15	-2	0	-1,841	0	0	-5,935
New	+323	+287	+552	+1,735	+2,145	+2,344	+16	+2	0	+1,951	0	0	+8,745
Licence changes	-	-	5	284	157	607	0	0	0	5	0	0	1,058
Total in 2005-06	2,293	2,063	4,192	17,050	18,240	25,153	232	33	0	14,202	0	0	79,102
2006-07													
Balance forward	2,293	2,063	4,192	17,050	18,240	25,153	232	33	0	14,202	0	0	79,102
Did not renew	-161	-235	-166	-646	-954	-1,407	0	0	0	-1,611	0	0	-4,784
New	+326	+266	+511	+1,665	+1,860	+2,754	0	0	0	+1,818	0	0	+8,608
Licence changes	-	-	-97	-112	-356	33	-40	0	0	13	0	0	-559
Total in 2006-07	2,458	2,094	4,440	17,957	18,790	26,533	192	33	0	14,422	0	0	82,367
2007-08													
Balance forward	2,458	2,094	4,440	17,957	18,790	26,533	192	33	0	14,422	0	0	82,367
Did not renew	-151	-258	-150	-698	-932	-1,283	-26	0	0	-1,784	0	0	-4,873
New	+285	+290	+393	+1,974	+1,904	+2,285	+28	0	0	+1,992	0	0	+8,576
Licence changes	-	-	105	557	148	708	-27	0	0	12	0	0	1,503
Total in 2007-08	2,592	2,126	4,788	19,790	19,910	28,243	167	33	0	14,642	0	0	87,573

## 2008-09

Balance forward	2,592	2,126	4,788	19,790	19,910	28,243	167	33	0	14,642	0	0	87,573
Did not renew	-189	-269	-213	-1,015	-1,156	-1,532	0	-2	0	-1,848	0	0	-5,766
New	+295	+337	+646	+1,918	+1,538	+2,095	0	0	+233	+1,899	+408	+96	+8,833
Licence changes	-	-	78	757	-80	703	-25	0	390	-441	694	112	2,188
<b>Total in 2008-09</b>	<b>2,698</b>	<b>2,194</b>	<b>5,299</b>	<b>21,450</b>	<b>20,212</b>	<b>29,509</b>	<b>142</b>	<b>31</b>	<b>623</b>	<b>14,252</b>	<b>1,102</b>	<b>208</b>	<b>92,828</b>

## 2009-10

Balance forward	2,698	2,194	5,299	21,450	20,212	29,509	142	31	623	14,252	1,102	208	92,828
Did not renew	-268	-229	-219	-1,290	-1,756	-2,342	0	0	-72	-1,473	-120	-24	-7,296
New	+362	+290	+554	+2,367	+2,320	+2,486	0	0	+296	+1,582	+405	+86	+10,096
Licence changes	-	-	230	541	-177	674	-61	-8	358	-442	366	112	1,593
<b>Total in 2009-10</b>	<b>2,792</b>	<b>2,255</b>	<b>5,864</b>	<b>23,068</b>	<b>20,599</b>	<b>30,327</b>	<b>81</b>	<b>23</b>	<b>1,205</b>	<b>13,919</b>	<b>1,753</b>	<b>382</b>	<b>97,221</b>

## 2010-11

Balance forward	2,792	2,255	5,864	23,068	20,599	30,327	81	23	1,205	13,919	1,753	382	97,221
Did not renew	-213	-280	-157	-1,161	-1,292	-1,721	-36	0	-96	-1,734	-192	-32	-6,421
New	+233	+257	+626	+1,584	+1,043	+1,668	0	0	+381	+1,237	+431	+206	+7,176
Licence changes	-	-	203	427	299	481	-45	-23	215	-205	166	81	1,599
<b>Total in 2010-11</b>	<b>2,812</b>	<b>2,232</b>	<b>6,536</b>	<b>23,918</b>	<b>20,649</b>	<b>30,755</b>	<b>0</b>	<b>0</b>	<b>1,705</b>	<b>13,217</b>	<b>2,158</b>	<b>637</b>	<b>99,575</b>

## 2011-12

Balance forward	2,812	2,232	6,536	23,918	20,649	30,755	0	0	1,705	13,217	2,158	637	99,575
Did not renew	-218	-273	-246	-1,194	-1,144	-2,105	0	0	-251	-1,645	-240	-56	-6,881
New	+274	+254	+769	+1,917	+1,514	+2,042	0	0	+381	+1,211	+500	+112	+8,446
Licence changes	-	-	264	488	242	589	0	0	181	-140	140	88	1,852
<b>Total in 2011-12</b>	<b>2,868</b>	<b>2,213</b>	<b>7,323</b>	<b>25,129</b>	<b>21,261</b>	<b>31,281</b>	<b>0</b>	<b>0</b>	<b>2,016</b>	<b>12,643</b>	<b>2,558</b>	<b>781</b>	<b>102,992</b>

## 2012-13

Balance forward	2,868	2,213	7,323	25,129	21,261	31,281	0	0	2,016	12,643	2,558	781	102,992
Did not renew	-193	-240	-288	-1,114	-1,207	-1,427	0	0	-238	-1,405	-231	-80	-5,990
New	+230	+185	+612	+1,756	+1,065	+1,984	0	0	+306	+724	+348	+311	+7,106
Licence changes	-	-	238	238	-99	-126	0	0	169	-252	69	72	309
<b>Total in 2012-13</b>	<b>2,905</b>	<b>2,158</b>	<b>7,885</b>	<b>26,009</b>	<b>21,020</b>	<b>31,712</b>	<b>0</b>	<b>0</b>	<b>2,253</b>	<b>11,710</b>	<b>2,744</b>	<b>1,084</b>	<b>104,417</b>

## 2013-14

Balance forward	2,905	2,158	7,885	26,009	21,020	31,712	0	0	2,253	11,710	2,744	1,084	104,417
Did not renew	-176	-281	-235	-1,013	-1,138	-1,257	0	0	-154	-1,488	-414	-151	-5,850
New	+240	+199	+967	+2,033	+1,128	+1,414	0	0	+308	+933	+230	+262	+7,275
Licence changes	-	-	105	306	204	539	0	0	171	-129	5	80	1,281
<b>Total in 2013-14</b>	<b>2,969</b>	<b>2,076</b>	<b>8,722</b>	<b>27,335</b>	<b>21,214</b>	<b>32,408</b>	<b>0</b>	<b>0</b>	<b>2,578</b>	<b>11,026</b>	<b>2,565</b>	<b>1,275</b>	<b>107,123</b>

## 2014-15

Balance forward	2,969	2,076	8,722	27,335	21,214	32,408	0	0	2,578	11,026	2,565	1,275	107,123
Did not renew	-181	-286	-691	-1,387	-1,100	-1,429	0	0	-192	-1,567	-286	-183	-6,835
New	+274	+223	+1,268	+2,208	+1,310	+2,506	0	0	+390	+905	+459	+279	+9,325
Licence changes	-	-	263	729	148	571	0	0	159	-94	10	103	1,889
<b>Total in 2014-15</b>	<b>3,062</b>	<b>2,013</b>	<b>9,562</b>	<b>28,885</b>	<b>21,572</b>	<b>34,056</b>	<b>0</b>	<b>0</b>	<b>2,935</b>	<b>10,270</b>	<b>2,748</b>	<b>1,474</b>	<b>111,502</b>

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2015-16													
Balance forward	3,062	2,013	9,562	28,885	21,572	34,056	0	0	2,935	10,270	2,748	1,474	111,502
Did not renew	-222	-320	-326	-1,267	-1,077	-1,879	0	0	-364	-1,611	-445	-256	-7,225
New	+252	+209	+925	+1,991	+981	+2,045	0	0	+327	+848	+346	+326	+7,789
Licence changes	-	-	114	444	-233	500	0	0	115	-35	-73	98	930
<b>Total in 2015-16</b>	<b>3,092</b>	<b>1,902</b>	<b>10,275</b>	<b>30,053</b>	<b>21,243</b>	<b>34,722</b>	<b>0</b>	<b>0</b>	<b>3,013</b>	<b>9,472</b>	<b>2,576</b>	<b>1,642</b>	<b>112,996</b>
2016-17													
Balance forward	3,092	1,902	10,275	30,053	21,243	34,722	0	0	3,013	9,472	2,576	1,642	112,996
Did not renew	-184	-266	-304	-1,090	-1,017	-1,684	0	0	-142	-1,342	-317	-256	-6,152
New	+253	+188	+1,131	+2,217	+813	+2,147	0	0	+370	+781	+296	+303	+8,058
Licence changes	-	-	231	407	-38	622	0	0	131	-29	-14	66	1,376
<b>Total in 2016-17</b>	<b>3,161</b>	<b>1,824</b>	<b>11,333</b>	<b>31,587</b>	<b>21,001</b>	<b>35,807</b>	<b>0</b>	<b>0</b>	<b>3,372</b>	<b>8,882</b>	<b>2,541</b>	<b>1,755</b>	<b>116,278</b>
2017-18													
Balance forward	3,161	1,824	11,333	31,587	21,001	35,807	0	0	3,372	8,882	2,541	1,755	116,278
Did not renew	-158	-248	-274	-787	-809	-1,213	0	0	-277	-1,218	-344	-247	-5,169
New	+211	+173	+814	+1,655	+723	+1,482	0	0	+360	+633	+287	+352	+6,306
Licence changes	-	-	324	645	-217	418	0	0	103	-30	-26	32	1,249
<b>Total in 2017-18</b>	<b>3,214</b>	<b>1,749</b>	<b>12,197</b>	<b>33,100</b>	<b>20,698</b>	<b>36,494</b>	<b>0</b>	<b>0</b>	<b>3,558</b>	<b>8,267</b>	<b>2,458</b>	<b>1,892</b>	<b>118,664</b>
2018-19													
Balance forward	3,214	1,749	12,197	33,100	20,698	36,494	0	0	3,558	8,267	2,458	1,892	118,664
Did not renew	-270	-299	-496	-1,568	-1,892	-2,185	0	0	-450	-1,450	-397	-294	-8,732
New	+60	+91	+387	+729	+146	+458	0	0	+80	+388	+157	+111	+2,456
Licence changes	-	-	-2	52	-518	-209	0	0	-89	-67	9	16	-808
<b>Total in 2018-19</b>	<b>3,004</b>	<b>1,541</b>	<b>12,086</b>	<b>32,313</b>	<b>18,434</b>	<b>34,558</b>	<b>0</b>	<b>0</b>	<b>3,099</b>	<b>7,138</b>	<b>2,227</b>	<b>1,725</b>	<b>111,580</b>

## DEFINITIONS

- **Facility:** Child care service provider, attached to a CCOF confirmed contract, with a single Community Care licence (if child care is provided in a single building but there are two licences, then two facilities are counted)
- **Gr03 column:** Group Child Care, Under 36 Months \*
- **Gr35 column:** Group Child Care, 30 Months to School Age \*
- **Pre column:** Preschool \*
- **OOS column:** Group Child Care, School Age \*
- **Spec column:** Occasional Child Care, Special Needs \*
- **Emer column:** Occasional Child Care, Emergency \*
- **GMA column:** Group Multi-Age Child Care \*
- **Fam column:** Family Child Care \*
- **IHMA column:** In-Home Multi-Age Child Care \*
- **FMA column:** Family Multi-Age Child Care \*
- **Total column:** Sum of all care types. NOTE: This number is often greater than the total maximum capacity because, for example, a facility may be licenced for 12 Gr03 spaces and 25 Gr35 spaces but may be permitted to only care for a maximum of 30 children at any one time. \*
- **Licence Category Definitions:**  
[http://www.qp.gov.bc.ca/statreg/reg/C/CommuCareAssisted/319\\_89.htm#part3](http://www.qp.gov.bc.ca/statreg/reg/C/CommuCareAssisted/319_89.htm#part3)
- **Total row:** Total number of facilities (and the spaces they represent) who were attached to a confirmed contract during the currently-considered fiscal year.
- **Balance forward row:** Equal to the total row in the previous year.

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- **Did not renew row:** Number of facilities (and the spaces they represent) who were attached to a confirmed contract during the previous fiscal year but not during the currently-considered fiscal year.
- **New row:** Number of facilities (and the spaces they represent) who were not attached to a confirmed contract during the previous fiscal year but are attached during the currently-considered fiscal year.
- **Licence changes row:** Spaces represented by the facilities who were attached to a confirmed contract during the previous fiscal year and are also attached during the currently-considered fiscal year but who changed their number of licenced spaces.

\* Capacity for the type(s) of service (as shown on the facility's Community Care licence)

**NOTE:** if the licence changes during the span of a fiscal year, the highest numbers in each licence category are used

**Bull, Debbie MCF:EX**

---

**From:** Rebitt, Connie E MCF:EX  
**Sent:** Thursday, June 28, 2018 9:28 AM  
**To:** Wetherill, Anne MCF:EX; Murrell, Joanne MCF:EX; Davidson, Andy MCF:EX; Krol, Tom MCF:EX  
**Cc:** Cotie, Kate L MCF:EX; Yong, Steven MCF:EX  
**Subject:** RE: program closures  
**Attachments:** RE: Facility Closures on School Sites; CCOF Info\_MCFD Major Capital Program(2).docx; Copy of ccof school facilities by school districts 201617- all SDs\_copy.xlsx

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hi,

Here is the information that I have re child care closures due to schools needing space, see attached email. The CCOF system does not have the ability to report out on reasons for closures. The program does track the number of closures manually, but these closures may not be actual closures, could be closed/sold facilities, change of organization type etc.

The program does enter a reason for closure if provided in the event notes but unable to run report on these event notes. We would have to search for these reasons manually.

A ticket has been opened to explore an enhancement to the CCOF dbase to track facility closure information. Some high level requirements were gathered but no work has ever begun on this.

Thanks  
Connie

---

**From:** Wetherill, Anne MCF:EX  
**Sent:** Thursday, June 28, 2018 7:19 AM  
**To:** Murrell, Joanne MCF:EX; Davidson, Andy MCF:EX; Rebitt, Connie E MCF:EX; Krol, Tom MCF:EX  
**Cc:** Cotie, Kate L MCF:EX; Yong, Steven MCF:EX  
**Subject:** RE: program closures

Hi

Sheena led this work when she was overseeing capital and ccof. At the time we identified 20 or so child care facs that were closing due to schools needing the space. Suggest pulling that info as we included anecdotal info.

We are hearing that some facs might close due to lack of ecés...no futher info on that tho.

Connie and Tom get closure info so have ccd them for follow-up.

---

**From:** Murrell, Joanne MCF:EX  
**Sent:** Wednesday, June 27, 2018 10:46 PM  
**To:** Wetherill, Anne MCF:EX; Davidson, Andy MCF:EX  
**Cc:** Cotie, Kate L MCF:EX; Yong, Steven MCF:EX  
**Subject:** program closures  
**Importance:** High

Anne and Andy,

We've been asked to pull together an IBN for the MO for next week on child care program closures. I am wondering therefore what data either of your program areas might have on this – particularly I am assuming CCOF data, but am thinking that the capital funding area likely hears on a regular basis when programs are looking for funding to relocate etc.

I am also wondering if you have any themes (anecdotal) you'd be willing to send me – I am thinking specifically things such as SDs taking back space for 'educational use' as of September when enrolment increases – which I am assuming is fairly regularly. Are there other themes we should be including in the IBN?

I am in until Friday and will be working on this, and then Kate will take over as I'll be off next week. The MO meeting is happening mid next week, so would appreciate what you have as soon as you are able to send it.

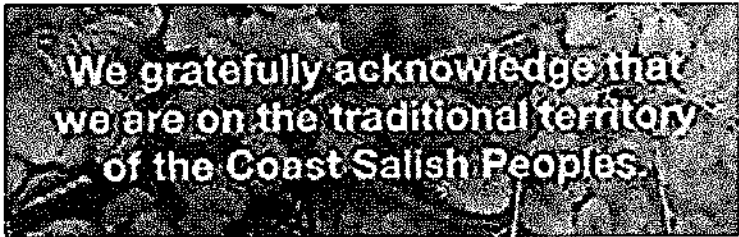
Steve, have cc'd you in, just in case MAIM is able to add any data to this.

Thanks in advance,

Joanne

\*\*\*\*\*

**Joanne Murrell**  
Manager, Child Care Policy | Ministry of Children and Family Development  
778-698-5604  
(Cell) 250-213-8724



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**Bull, Debbie MCF:EX**

---

**From:** Davidson, Andy MCF:EX  
**Sent:** Thursday, June 28, 2018 9:09 AM  
**To:** Murrell, Joanne MCF:EX; Cotie, Kate L MCF:EX  
**Subject:** FW: CC Spaces on school grounds  
**Attachments:** FacilityOnSchoolProperty\_Summary.docx; Copy of SchoolFacilitySpaces\_Summary.xlsx;  
RE: CC Spaces on school grounds

FYI

---

**From:** Van Egmond, Sheena C MCF:EX  
**Sent:** Thursday, June 28, 2018 7:35 AM  
**To:** Davidson, Andy MCF:EX  
**Subject:** FW: CC Spaces on school grounds

This is what was sent to Jon last August.

Sheena

---

**From:** Rebitt, Connie E MCF:EX  
**Sent:** Wednesday, August 30, 2017 8:58 AM  
**To:** Barry, Jonathan MCF:EX; Baird, James A MCF:EX  
**Cc:** Van Egmond, Sheena C MCF:EX; Wetherill, Anne MCF:EX  
**Subject:** RE: CC Spaces on school grounds

Hi Jon,

Attached is the summary of number and type of spaces that Abbey pulled together.

Let me know if you have any questions.

Thanks.

**Connie Rebitt | Program Coordinator**  
Child Care Operating Funding Program  
Ministry of Children and Family Development  
Office 250.952.9818 | 1.888.338.6622 Option 2 | Fax 250.953.3327

---

**From:** Barry, Jonathan MCF:EX  
**Sent:** Friday, August 25, 2017 12:57 PM  
**To:** Rebitt, Connie E MCF:EX; Baird, James A MCF:EX  
**Cc:** Van Egmond, Sheena C MCF:EX; Wetherill, Anne MCF:EX  
**Subject:** RE: CC Spaces on school grounds

Ok. let's just focus on the summary table for now and leave the reasons aside. Thx.

---

**From:** Rebitt, Connie E MCF:EX  
**Sent:** Friday, August 25, 2017 12:40 PM  
**To:** Barry, Jonathan MCF:EX; Baird, James A MCF:EX

**Cc:** Van Egmond, Sheena C MCF:EX; Wetherill, Anne MCF:EX  
**Subject:** RE: CC Spaces on school grounds

Hi Jon,

I can pull a table together for you.

We will not have the closure reason for all but the ones we do, I will provide. I will have to go into each file/facility individually to review the notes for reasons provided.

Thanks.

Connie Rebitt | Program Coordinator  
Child Care Operating Funding Program  
Ministry of Children and Family Development  
Office 250.952.9818 | 1.888.338.6622 Option 2 | Fax 250.953.3327

---

**From:** Barry, Jonathan MCF:EX  
**Sent:** Friday, August 25, 2017 12:34 PM  
**To:** Rebitt, Connie E MCF:EX; Baird, James A MCF:EX  
**Cc:** Van Egmond, Sheena C MCF:EX; Wetherill, Anne MCF:EX  
**Subject:** RE: CC Spaces on school grounds

Thanks for this Connie.

Are two further requests possible? Not urgent.

- a. Could you provide a table that summarizes the highlighted facilities so I can get a sense of the numbers and type of spaces?
- b. Also, for those that have closed completely, do you have the reasons why on record? And if so, could they be included as well? (does that mean you would have to look at each file to gather this info because we can't run a report?)

Thx.

---

**From:** Rebitt, Connie E MCF:EX  
**Sent:** Thursday, August 24, 2017 12:12 PM  
**To:** Barry, Jonathan MCF:EX; Baird, James A MCF:EX  
**Cc:** Wetherill, Anne MCF:EX; Van Egmond, Sheena C MCF:EX  
**Subject:** RE: CC Spaces on school grounds

Hi Jon,

I have completed the cross reference of CCOF closures against the attached list.

I have highlighted all CCOF closures on the list:

- Red highlighted closures are facilities that have closed during the 2017/18 fiscal year – there are a couple that have closed and are hoping to relocate
- Yellow highlighted closures are facilities that closed in the 2016/17 fiscal year
- Green highlighted facilities are not closing but have had licence changes e.g. capacity decreases, moving to different location within school etc

I have added a column to the spreadsheet with my comments and dates of closure.



Let me know if you have any questions or require further information.

Thank you.

Connie Rebitt | Program Coordinator  
Child Care Operating Funding Program  
Ministry of Children and Family Development  
Office 250.952.9818 | 1.888.338.6622 Option 2 | Fax 250.953.3327

**From:** Barry, Jonathan MCF:EX  
**Sent:** Monday, August 21, 2017 11:41 AM  
**To:** Baird, James A MCF:EX; Rebitt, Connie E MCF:EX  
**Cc:** Wetherill, Anne MCF:EX; Van Egmond, Sheena C MCF:EX  
**Subject:** FW: CC Spaces on school grounds  
**Importance:** High

Hi Folks,

CCOF question re facility closures.

Have we explored ways to tracking and reporting the reasons for CCOF facility closures? If not, can this be put on an upcoming working group meeting with policy and MAIM?

I've explained to EDU that relying on CCOF for information regarding child care operators being booted off of school grounds or closing as a result of a school board decision, is that in some respects we're the last to know about it and so we can't report it and help prevent it.

Also, is it possible to cross reference the attached list with any reported closures for this coming September?

Thanks.

**From:** Ou, Beiyang MCF:EX  
**Sent:** Wednesday, May 3, 2017 12:18 PM  
**To:** Murrell, Joanne MCF:EX; Barry, Jonathan MCF:EX; Yli-Kahila, Sonja MCF:EX; Kenny, Alison MCF:EX; Diaz, Alvaro MCF:EX; Wetherill, Anne MCF:EX; Gilmour, Michelle MCF:EX; Boyd, Tracy D MCF:EX  
**Cc:** Yong, Steven MCF:EX  
**Subject:** RE: CC Spaces on school grounds

Hi Jon,

Please see attached a list of public school based CCOF facilities with their facility name and physical address. For the facilities that haven't changed their facility ID since 2011/12 we were able to pull school name information from 2011/12 Provider Profile Survey (it was the last year when PP asked for school name).

As mention previously, Provider Profile 2016/17 asks providers what the monthly rent is if they indicate that they are located on school grounds. We thought this monthly rent information may be of interested to you as well.

**Summary of Monthly Rent -- CCOF Public School Based Child Care Facilities (2016/17)**

Total count of CCOF public school based facilities	690
Facilities had "\$0" rent (could be reported as \$0 or default as \$0)	89
Facilities who reported rent amount (other than \$0)	601
Median rent reported excluding "\$0" rent	\$800

Monthly Rent Distribution

Monthly Rent Range (\$\$\$)	Count of Facilities on Public School	%
1-300	57	9%
301-600	152	25%
601-900	124	21%
901-1200	88	15%
1201-1500	46	8%
1501-1800	28	5%
1801-2100	22	4%
2101-2400	13	2%
2401-2700	11	2%
2701-3900	36	6%
>>>3901	24	4%
Grand Total	601	100%

Let us know if you have any questions,

Thanks,  
Beiyan

**From:** Ou, Beiyan MCF:EX  
**Sent:** Wednesday, April 26, 2017 11:53 AM  
**To:** Murrell, Joanne MCF:EX; Barry, Jonathan MCF:EX; Yli-Kahila, Sonja MCF:EX; Kenny, Alison MCF:EX; Diaz, Alvaro MCF:EX; Wetherill, Anne MCF:EX; Gilmour, Michelle MCF:EX; Boyd, Tracy D MCF:EX  
**Cc:** Yong, Steven MCF:EX  
**Subject:** RE: CC Spaces on school grounds

Hi Jon,

Both of you and Joanne interpreted the numbers correctly.

In Provider Profile 2016/17, we actually ask what the monthly rent is if the provider indicates that they are located on school grounds. We'll take a look at the reported values. It could be useful information if data quality is good.

However, even though we used to ask about school name if the provider indicated that they were located on school grounds, we dropped this question in recent versions of Provider Profile. So we can provide a list of facilities located on public school grounds and their physical address, but not the name of school.

We'll get back to you once we have the information. Let us know if you have any other questions.

Regards,  
Beiyan

**Beiyan Ou**  
Senior Economist, Forecasting & Modelling  
Modelling, Analysis & Information Management  
Ministry of Children and Family Development

---

**From:** Murrell, Joanne MCF:EX  
**Sent:** Wednesday, April 26, 2017 11:02 AM  
**To:** Barry, Jonathan MCF:EX; Yli-Kahila, Sonja MCF:EX; Kenny, Alison MCF:EX; Diaz, Alvaro MCF:EX; Wetherill, Anne MCF:EX; Gilmour, Michelle MCF:EX; Boyd, Tracy D MCF:EX  
**Cc:** Ou, Beiyan MCF:EX; Yong, Steven MCF:EX  
**Subject:** RE: CC Spaces on school grounds

I seem to recall that this issue will be predominantly in public schools rather than independent. Funding is different. So it looks like the potential impact is just over 24,400 spaces. Some districts will be able to mitigate the impacts, and others have space.

---

**From:** Barry, Jonathan MCF:EX  
**Sent:** Wednesday, April 26, 2017 10:26 AM  
**To:** Yli-Kahila, Sonja MCF:EX; Kenny, Alison MCF:EX; Diaz, Alvaro MCF:EX; Murrell, Joanne MCF:EX; Wetherill, Anne MCF:EX; Gilmour, Michelle MCF:EX; Boyd, Tracy D MCF:EX  
**Cc:** Ou, Beiyan MCF:EX; Yong, Steven MCF:EX  
**Subject:** RE: CC Spaces on school grounds

very helpful. thanks.

Couple questions:

- To ensure I'm reading this right, this represents 841 facilities and over 30,000 licensed child care spaces?
- For the public schools, do we have a detailed list of the facility name, school name, and physical address? If so, I think education would find that helpful.

---

**From:** Yli-Kahila, Sonja MCF:EX  
**Sent:** Wednesday, April 26, 2017 10:02 AM  
**To:** Kenny, Alison MCF:EX; Diaz, Alvaro MCF:EX; Murrell, Joanne MCF:EX; Wetherill, Anne MCF:EX; Barry, Jonathan MCF:EX; Gilmour, Michelle MCF:EX; Boyd, Tracy D MCF:EX  
**Cc:** Ou, Beiyan MCF:EX; Yong, Steven MCF:EX  
**Subject:** CC Spaces on school grounds

Hi All --

Beiyan, from MAFM, has kindly provided a count of all child care spaces on school grounds in each SD. May be useful as SDs make decisions regarding how to allocate spaces in their schools for child care.

- Sonja

**Sonja Yli-Kahila**  
Director, Early Years Policy  
CYSN, Autism, and EY Policy  
Ministry of Children and Family Development  
250 953-4360

*Acknowledging the Lekwungen People, traditional keepers of this land*

 Please consider the environment before printing this email.

**Bull, Debbie MCF:EX**

---

**From:** Cotie, Kate L MCF:EX  
**Sent:** Thursday, June 28, 2018 8:40 AM  
**To:** Van Egmond, Sheena C MCF:EX  
**Cc:** Davidson, Andy MCF:EX; Murrell, Joanne MCF:EX  
**Subject:** FW: program closures

Hi Sheena – looping you into this as well in case you have anything to add/provide ☺

---

**From:** Wetherill, Anne MCF:EX  
**Sent:** Thursday, June 28, 2018 7:19 AM  
**To:** Murrell, Joanne MCF:EX; Davidson, Andy MCF:EX; Reblitt, Connie E MCF:EX; Krol, Tom MCF:EX  
**Cc:** Cotie, Kate L MCF:EX; Yong, Steven MCF:EX  
**Subject:** RE: program closures

Hi

Sheena led this work when she was overseeing capital and ccof. At the time we identified 20 or so child care facs that were closing due to schools needing the space. Suggest pulling that info as we included anecdotal info.

We are hearing that some facs might close due to lack of eces...no futher info on that tho.

Connie and Tom get closure info so have ccd them for follow-up.

---

**From:** Murrell, Joanne MCF:EX  
**Sent:** Wednesday, June 27, 2018 10:46 PM  
**To:** Wetherill, Anne MCF:EX; Davidson, Andy MCF:EX  
**Cc:** Cotie, Kate L MCF:EX; Yong, Steven MCF:EX  
**Subject:** program closures  
**Importance:** High

Anne and Andy,

We’ve been asked to pull together an IBN for the MO for next week on child care program closures. I am wondering therefore what data either of your program areas might have on this – particularly I am assuming CCOF data, but am thinking that the capital funding area likely hears on a regular basis when programs are looking for funding to relocate etc.

I am also wondering if you have any themes (anecdotal) you’d be willing to send me – I am thinking specifically things such as SDs taking back space for ‘educational use’ as of September when enrolment increases – which I am assuming is fairly regularly. Are there other themes we should be including in the IBN?

I am in until Friday and will be working on this, and then Kate will take over as I’ll be off next week. The MO meeting is happening mid next week, so would appreciate what you have as soon as you are able to send it.

Steve, have cc’d you in, just in case MAIM is able to add any data to this.

Thanks in advance,

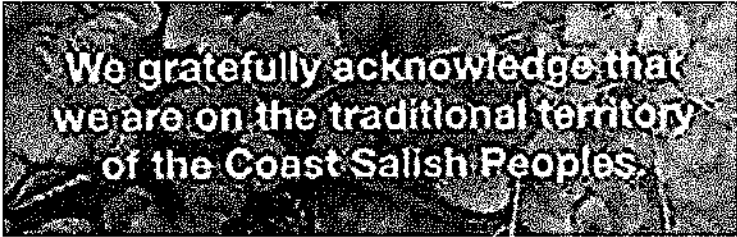
Joanne

\*\*\*\*\*

**Joanne Murrell**  
Manager, Child Care Policy | Ministry of Children and Family Development

778-698-5604  
(Cell) 250-213-8724

\*\*\*\*\*



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**Bull, Debbie MCF:EX**

---

**From:** Tran, Kim C (Victoria) MCF:EX  
**Sent:** Tuesday, July 17, 2018 9:01 AM  
**To:** Butler, Teresa MCF:EX; Murrell, Joanne MCF:EX  
**Cc:** Bull, Debbie MCF:EX; Bonsdorf, Tanisha MCF:EX  
**Subject:** FW: IBN 238560: Child Care Program Closures  
**Attachments:** 238560 IBN - Child Care Program Closures.docx

fyi

*Kim C. Tran*

---

**From:** Lapthorne, Carmen MCF:EX  
**Sent:** Monday, July 16, 2018 4:32 PM  
**To:** Wilson, Cherie MCF:EX  
**Cc:** Gunn, Paula MCF:EX; Arora, Jasleen MCF:EX; Sharma, Niki MCF:EX; Cain, Krista A MCF:EX; Walker, Leah MCF:EX; Massey, Christine MCF:EX; Tran, Kim C (Victoria) MCF:EX; Johnston, Karen GCPE:EX; Larabee, Shawn G GCPE:EX; Lauvaas, Kirsten GCPE:EX  
**Subject:** IBN 238560: Child Care Program Closures

Good afternoon,

Please see attached IBN prepared for MSKC regarding child care program closures, provided as *information only* at this time.

DM Bond has approved the IBN.

Thank you,

Carmen Lapthorne  
Information and Privacy Coordinator  
Deputy Minister's Office  
Ministry of Children and Family Development  
250-893-0231

Page 33 to/à Page 36

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DUPLICATE



**From:** MCF Early Years MCF:EX  
**Sent:** Tuesday, July 17, 2018 1:46 PM  
**To:** s.22

VIA E-MAIL  
Ref: 238493

s.22

Dear s.22

Thank you for your e-mail of June 19, 2018, sent to the Honourable Katrina Chen, Minister of State for Child Care. Your e-mail has been forwarded to the Child Care Policy Branch within the Ministry of Children and Family Development. As the acting Executive Director, I am pleased to respond on the Minister of State's behalf.

I am sorry to hear about the difficult situation you have been placed in regarding the loss of your program space. I understand how stressful this experience is for the parents who have to find new child care arrangements for their children, and for you as a provider as you work to try to relocate your centre. As you indicated in your letter, there have been other child care facilities in British Columbia that have recently closed due to circumstances outside their control – this is an issue that highlights the vulnerability of some providers, the impact of child care centre closures on parents and children who rely on their providers, and the need to support child care operators in the Province.

As you are likely aware, government announced in Budget 2018 that we are investing a billion dollars into child care – the biggest investment in British Columbia history – to deliver swift relief for tens of thousands of families and help us lay the foundation for a quality, universal, affordable and accessible early care and learning system that will benefit British Columbians for decades to come. The Child Care BC Plan outlines the initiatives the government is undertaking.

As you note in your email the Child Care BC Maintenance Fund (formerly Minor Capital Funding) program has been enhanced to offer more support to licensed child care providers in order to ensure that existing spaces can be properly maintained and continue operating. If you have not already done so, I encourage you to contact our Child Care Programs staff at 1 888 338-6622 (toll free) option 5. The team may be able to assist you in identifying and helping you access supports needed to establish alternate arrangements.

We recognize that long-term planning is required to ensure the sustainability of child care in our Province. Through the Canada-B.C. Early Learning and Child Care funding, government is beginning work with local governments (municipal and regional governments) across British Columbia to provide grants that will begin to support coordinated planning for child care, that will assist them in identifying and prioritizing space.

Thank you for writing and sharing your concerns. I hope this information is helpful to you.

Respectfully,

Teresa Butler  
Acting Executive Director, Child Care Policy  
Early Years and Inclusion Division



## Bull, Debbie MCF:EX

---

**From:** Kuharic, Rhea MCF:EX  
**Sent:** Wednesday, June 27, 2018 7:28 AM  
**To:** Butler, Teresa MCF:EX  
**Subject:** FW: Sir Andrew Day Care Eviction. 238293

Hi Teresa,

The MO is checking on this one. Do you have an estimated time this response will be ready?

---

**From:** CC Minister MCF:EX  
**Sent:** Tuesday, June 26, 2018 2:51 PM  
**To:** Kuharic, Rhea MCF:EX  
**Subject:** FW: Sir Andrew Day Care Eviction.

Hi Rhea,

Would you be able to update me on the below?

Best,  
Jasleen

---

**From:** Chen.MLA, Katrina [<mailto:Katrina.Chen.MLA@leg.bc.ca>]  
**Sent:** June 8, 2018 9:02 AM  
**To:** CC Minister MCF:EX  
**Cc:** Sharma, Niki MCF:EX  
**Subject:** FW: Sir Andrew Day Care Eviction.

FYI

---

**From:** s.22  
**Sent:** Thursday, June 7, 2018 11:34 PM  
**To:** Chen.MLA, Katrina  
**Subject:** Sir Andrew Day Care Eviction.

Hi Katrina,  
<https://globalnews.ca/news/4261601/burnaby-daycare-facing-eviction-sudden-eviction-given-extension-to-end-of-summer/>

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Page 40

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## **Bull, Debbie MCF:EX**

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**From:** Davidson, Andy MCF:EX  
**Sent:** Monday, July 9, 2018 1:49 PM  
**To:** Van Egmond, Sheena C MCF:EX  
**Cc:** Butler, Teresa MCF:EX; Kuharic, Rhea MCF:EX  
**Subject:** FW: Sir Andrew Day Care Eviction.  
**Attachments:** Response From Child Care Policy Team, Ministry of Children and Family Development

Hey,

Can you please reach out to the operator and see if there is any help we can offer through the maintenance?

---

**From:** Kuharic, Rhea MCF:EX  
**Sent:** Monday, July 9, 2018 9:40 AM  
**To:** Butler, Teresa MCF:EX; Davidson, Andy MCF:EX  
**Subject:** FW: Sir Andrew Day Care Eviction.

Hi Teresa and Andy,

Do you know if the care provider has been contacted? MO asking for update.

Thanks

Rhea

---

**From:** Arora, Jasleen MCF:EX  
**Sent:** Monday, July 9, 2018 7:54 AM  
**To:** Kuharic, Rhea MCF:EX  
**Subject:** Re: Sir Andrew Day Care Eviction.

Hi Rhea,

Have we reached out to the provider as mentioned in the letter?

Best,  
Jasleen

Sent from my iPhone

On Jun 27, 2018, at 1:11 PM, Kuharic, Rhea MCF:EX <[Rhea.Kuharic@gov.bc.ca](mailto:Rhea.Kuharic@gov.bc.ca)> wrote:

Hi Jasleen,

Attached is the response that will be sent this afternoon. Please let me know if there is an issue with this.

Thanks,

Rhea

---

**From:** Arora, Jasleen MCF:EX  
**Sent:** Wednesday, June 27, 2018 9:30 AM  
**To:** CC Minister MCF:EX  
**Cc:** Kuharic, Rhea MCF:EX  
**Subject:** Re: Sir Andrew Day Care Eviction.

Hi Rhea!

There's a little bit of a rush on the one below.

Any help on this would be great!

Thanks very much,  
Jasleen

Sent from my iPhone

On Jun 26, 2018, at 2:51 PM, CC Minister MCF:EX <[CC.Minister@gov.bc.ca](mailto:CC.Minister@gov.bc.ca)> wrote:

Hi Rhea,

Would you be able to update me on the below?

Best,  
Jasleen

---

**From:** Chen,MLA, Katrina [<mailto:Katrina.Chen.MLA@leg.bc.ca>]  
**Sent:** June 8, 2018 9:02 AM  
**To:** CC Minister MCF:EX <[CC.Minister@gov.bc.ca](mailto:CC.Minister@gov.bc.ca)>  
**Cc:** Sharma, Niki MCF:EX <[Niki.Sharma@gov.bc.ca](mailto:Niki.Sharma@gov.bc.ca)>  
**Subject:** FW: Sir Andrew Day Care Eviction.

FYI

---

**From:** s.22  
**Sent:** Thursday, June 7, 2018 11:34 PM  
**To:** Chen,MLA, Katrina <[Katrina.Chen.MLA@leg.bc.ca](mailto:Katrina.Chen.MLA@leg.bc.ca)>  
**Subject:** Sir Andrew Day Care Eviction.

Hi Katrina,  
<https://globalnews.ca/news/4261601/burnaby-daycare-facing-eviction-sudden-eviction-given-extension-to-end-of-summer/>

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## Bull, Debbie MCF:EX

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**From:** Barry, Jonathan MCF:EX  
**Sent:** Wednesday, June 27, 2018 12:09 PM  
**To:** Butler, Teresa MCF:EX  
**Cc:** Davidson, Andy MCF:EX; Wetherill, Anne MCF:EX; Massey, Christine MCF:EX; Tran, Kim C (Victoria) MCF:EX  
**Subject:** Fwd: IBN request

Teresa, can one of your staff assist with this request with support from us in operations?

Thanks.

Begin forwarded message:

**From:** "Bond, Allison MCF:EX" <[Allison.Bond@gov.bc.ca](mailto:Allison.Bond@gov.bc.ca)>  
**Date:** June 27, 2018 at 12:06:50 PM PDT  
**To:** "Cain, Krista A MCF:EX" <[Krista.Cain@gov.bc.ca](mailto:Krista.Cain@gov.bc.ca)>, "Barry, Jonathan MCF:EX" <[Jonathan.Barry@gov.bc.ca](mailto:Jonathan.Barry@gov.bc.ca)>  
**Subject:** IBN request

Can you develop an IBN on the issue of closures of child care spaces. These closures happen regularly, we know. MO would like us to have consistent and thoughtful messaging in our phone discussions and correspondence on this issue. Best would be an IBN with background on how this is typical in the sector, and how we need to ensure that our communications reflect positively on our plan while understanding the impact on individual families. The advice section would be some bullets on what will be included in speaking points for client call staff as well as for correspondence.

Krista will set up a meeting with MSKC and her staff and us to discuss the IBN once it's complete.

Thanks

Allison Bond

Deputy Minister

Ministry of Children and Family Development

778-698-7038



## **Bull, Debbie MCF:EX**

---

**From:** Barry, Jonathan MCF:EX  
**Sent:** Tuesday, July 10, 2018 3:57 PM  
**To:** Massey, Christine MCF:EX; Butler, Teresa MCF:EX  
**Subject:** RE: MSKC meeting  
**Attachments:** FW: Contract and 'allowable' activities by ECEBC; IBN request

I'll check with staff on any CCRR issues. I haven't heard of anything myself.

s.13

---

**From:** Massey, Christine MCF:EX  
**Sent:** Tuesday, July 10, 2018 3:33 PM  
**To:** Barry, Jonathan MCF:EX; Butler, Teresa MCF:EX  
**Subject:** MSKC meeting

Jon/Teresa - MSKC has asked to meet with me tomorrow on 3 items arising from her current tour: closures, CCRR staff and an update on ECEBC. It looks as if MSKC has this week been to Qualicum, Parksville and Duncan this week, including a stop at the Duncan CCRR. Let me know if there is anything I should be aware of before tomorrow's call, which is at 2:30. Thanks.

cm

Page 46

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## **Bull, Debbie MCF:EX**

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**From:** Massey, Christine MCF:EX  
**Sent:** Tuesday, July 10, 2018 3:59 PM  
**To:** Barry, Jonathan MCF:EX; Butler, Teresa MCF:EX  
**Subject:** RE: MSKC meeting

IBNs went up on the ECEBC issue and the closures, so she may just wanting to discuss those with me.

Kim – can you please get me the two IBNs on the above issues? Thanks.

---

**From:** Barry, Jonathan MCF:EX  
**Sent:** Tuesday, July 10, 2018 3:57 PM  
**To:** Massey, Christine MCF:EX; Butler, Teresa MCF:EX  
**Subject:** RE: MSKC meeting

I'll check with staff on any CCRR issues. I haven't heard of anything myself.

s.13

---

**From:** Massey, Christine MCF:EX  
**Sent:** Tuesday, July 10, 2018 3:33 PM  
**To:** Barry, Jonathan MCF:EX; Butler, Teresa MCF:EX  
**Subject:** MSKC meeting

Jon/Teresa - MSKC has asked to meet with me tomorrow on 3 items arising from her current tour: closures, CCRR staff and an update on ECEBC. It looks as if MSKC has this week been to Qualicum, Parksville and Duncan this week, including a stop at the Duncan CCRR. Let me know if there is anything I should be aware of before tomorrow's call, which is at 2:30. Thanks.

cm

## **Bull, Debbie MCF:EX**

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**From:** Cain, Krista A MCF:EX  
**Sent:** Tuesday, June 26, 2018 2:47 PM  
**To:** Butler, Teresa MCF:EX; Barry, Jonathan MCF:EX  
**Subject:** RE: Requesting - Correspondence meeting July 3

I'll check with MO

---

**From:** Butler, Teresa MCF:EX  
**Sent:** Tuesday, June 26, 2018 2:46 PM  
**To:** Barry, Jonathan MCF:EX; Cain, Krista A MCF:EX  
**Subject:** RE: Requesting - Correspondence meeting July 3

I don't have any background on this, sorry.

Teresa

---

**From:** Barry, Jonathan MCF:EX  
**Sent:** Tuesday, June 26, 2018 2:44 PM  
**To:** Cain, Krista A MCF:EX; Butler, Teresa MCF:EX  
**Subject:** RE: Requesting - Correspondence meeting July 3

Do you have a sense of what this means? An example of something that they have expressed concerns about?

The issue of space creation and facility loss can be tricky issues -- an example would help us to come prepared for a discussion about what is possible and what isn't.

---

**From:** Cain, Krista A MCF:EX  
**Sent:** Tuesday, June 26, 2018 2:42 PM  
**To:** Barry, Jonathan MCF:EX; Butler, Teresa MCF:EX  
**Subject:** Requesting - Correspondence meeting July 3

Hi

Minister Chen would like to sit down with staff and talk about correspondence and messaging we are using and how we are responding. The MO is requesting Rhea and relevant correspondence staff, myself and staff from Child Care that would be most relevant.

This is particular to topics like space creation and loss -- whoever would be most relevant to that conversation.

They are looking to schedule this meeting July 3rd at 9:30 am. Minister Chen will be in Victoria so this meeting will be in person.

Can you let me know who would be available for this and I'll have an invite sent.

Thanks  
Krista

Krista Cain



## **Bull, Debbie MCF:EX**

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**From:** Cain, Krista A MCF:EX  
**Sent:** Tuesday, June 26, 2018 4:52 PM  
**To:** Barry, Jonathan MCF:EX; Butler, Teresa MCF:EX  
**Subject:** RE: Requesting - Correspondence meeting July 3

s.13

---

**From:** Barry, Jonathan MCF:EX  
**Sent:** Tuesday, June 26, 2018 2:44 PM  
**To:** Cain, Krista A MCF:EX; Butler, Teresa MCF:EX  
**Subject:** RE: Requesting - Correspondence meeting July 3

s.13

---

**From:** Cain, Krista A MCF:EX  
**Sent:** Tuesday, June 26, 2018 2:42 PM  
**To:** Barry, Jonathan MCF:EX; Butler, Teresa MCF:EX  
**Subject:** Requesting - Correspondence meeting July 3

s.13

Thanks  
Krista  
**Krista Cain**  
Director, Executive Operations | Client Relations  
Deputy Minister's Office  
Ministry of Children and Family Development  
778.698.5089

## **Bull, Debbie MCF:EX**

---

**From:** Kuharic, Rhea MCF:EX  
**Sent:** Tuesday, July 10, 2018 2:04 PM  
**To:** Van Egmond, Sheena C MCF:EX; Davidson, Andy MCF:EX  
**Cc:** Butler, Teresa MCF:EX  
**Subject:** RE: Sir Andrew Day Care Eviction.

Thanks Sheena. Will pass this info along.

---

**From:** Van Egmond, Sheena C MCF:EX  
**Sent:** Tuesday, July 10, 2018 2:02 PM  
**To:** Davidson, Andy MCF:EX  
**Cc:** Butler, Teresa MCF:EX; Kuharic, Rhea MCF:EX  
**Subject:** RE: Sir Andrew Day Care Eviction.

Called the provider and advised o the BC Maintenance Fund and the relocation funding, she wasn't aware and was happy to receive the information. She confirmed that they have been told they need to leave their current location in a Church, in August.

Sheena

---

**From:** Davidson, Andy MCF:EX  
**Sent:** Monday, July 9, 2018 1:49 PM  
**To:** Van Egmond, Sheena C MCF:EX  
**Cc:** Butler, Teresa MCF:EX; Kuharic, Rhea MCF:EX  
**Subject:** FW: Sir Andrew Day Care Eviction.

Hey,

Can you please reach out to the operator and see if there is any help we can offer through the maintenance?

---

**From:** Kuharic, Rhea MCF:EX  
**Sent:** Monday, July 9, 2018 9:40 AM  
**To:** Butler, Teresa MCF:EX; Davidson, Andy MCF:EX  
**Subject:** FW: Sir Andrew Day Care Eviction.

Hi Teresa and Andy,

Do you know if the care provider has been contacted? MO asking for update.

Thanks

Rhea

---

**From:** Arora, Jasleen MCF:EX  
**Sent:** Monday, July 9, 2018 7:54 AM  
**To:** Kuharic, Rhea MCF:EX  
**Subject:** Re: Sir Andrew Day Care Eviction.

Hi Rhea,

Have we reached out to the provider as mentioned in the letter?

Best,  
Jasleen

Sent from my iPhone

On Jun 27, 2018, at 1:11 PM, Kuharic, Rhea MCF:EX <[Rhea.Kuharic@gov.bc.ca](mailto:Rhea.Kuharic@gov.bc.ca)> wrote:

Hi Jasleen,

Attached is the response that will be sent this afternoon. Please let me know if there is an issue with this.

Thanks,

Rhea

---

**From:** Arora, Jasleen MCF:EX  
**Sent:** Wednesday, June 27, 2018 9:30 AM  
**To:** CC Minister MCF:EX  
**Cc:** Kuharic, Rhea MCF:EX  
**Subject:** Re: Sir Andrew Day Care Eviction.

Hi Rhea!

There's a little bit of a rush on the one below.

Any help on this would be great!

Thanks very much,  
Jasleen

Sent from my iPhone

On Jun 26, 2018, at 2:51 PM, CC Minister MCF:EX <[CC.Minister@gov.bc.ca](mailto:CC.Minister@gov.bc.ca)> wrote:

Hi Rhea,

Would you be able to update me on the below?

Best,  
Jasleen

---

**From:** Chen.MLA, Katrina [<mailto:Katrina.Chen.MLA@leg.bc.ca>]  
**Sent:** June 8, 2018 9:02 AM  
**To:** CC Minister MCF:EX <[CC.Minister@gov.bc.ca](mailto:CC.Minister@gov.bc.ca)>  
**Cc:** Sharma, Niki MCF:EX <[Niki.Sharma@gov.bc.ca](mailto:Niki.Sharma@gov.bc.ca)>  
**Subject:** FW: Sir Andrew Day Care Eviction.



FYI

**From:** s.22

**Sent:** Thursday, June 7, 2018 11:34 PM

**To:** Chen.MLA, Katrina <[Katrina.Chen.MLA@leg.bc.ca](mailto:Katrina.Chen.MLA@leg.bc.ca)>

**Subject:** Sir Andrew Day Care Eviction.

Hi Katrina,

<https://globalnews.ca/news/4261601/burnaby-daycare-facing-eviction-sudden-eviction-given-extension-to-end-of-summer/>

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## Bull, Debbie MCF:EX

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**From:** Davidson, Andy MCF:EX  
**Sent:** Thursday, June 14, 2018 12:29 PM  
**To:** Butler, Teresa MCF:EX  
**Cc:** Barry, Jonathan MCF:EX; Murrell, Joanne MCF:EX; Van Egmond, Sheena C MCF:EX  
**Subject:** RE: Two Child Care Facilities Impacted by Eviction Notice

Happy to chat with them and see if there is help to be had. The Child care BC maintenance fund launched today – so details are available (could add a link).

Sheena would be the contact

---

**From:** Butler, Teresa MCF:EX  
**Sent:** Thursday, June 14, 2018 12:21 PM  
**To:** Davidson, Andy MCF:EX  
**Cc:** Barry, Jonathan MCF:EX; Murrell, Joanne MCF:EX  
**Subject:** Two Child Care Facilities Impacted by Eviction Notice

Hi Andy,

My team has been tasked with replying to two parents that have written in to the Minister regarding two separate eviction notices that are impacting the following facilities:

1. CLIFF # 238293 – s.22 ) Parent concerned with child's out of school care program (Sir Andrew's Daycare in Burnaby) facing eviction from the church basement they've been operating out of for 20 years – eviction was recently extended until Aug.31st
  - a. Media link: <https://globalnews.ca/news/4261601/burnaby-daycare-facing-eviction-sudden-eviction-given-extension-to-end-of-summer/>
  - b. Note – media link above indicates Premier has stated Minister Chen is investigating this one. Jon will be checking with Nikki to see what if anything has been done to date.
2. CLIFF #238360 –s.22 ) Owner concerned with eviction notice from current church property in Richmond (notified last October), and hasn't been able to find an alternate location
  - a. Media link: <https://globalnews.ca/video/rd/1251738179649/>

For both responses, I would like to say that the Ministry staff will reach out and discuss options around the soon to be launched Minor Capital program. Is that ok from your perspective? If so, can you provide me with the staff contact I can put in the letter replies?

And Jon – please let me know what you hear back from Nikki in terms of MSKC involvement on #1.

Thanks all,

**Teresa Butler, B.Ed, MPA**  
A/Executive Director, Child Care Policy  
Child Care Policy Team  
Early Years and Inclusion Division  
Ministry of Children & Family Development  
Tel: (778) 698-9796

*Acknowledging the Lekwungen People, traditional keepers of this land*

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**Please consider the environment before printing this email.**

## **Bull, Debbie MCF:EX**

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**From:** Barry, Jonathan MCF:EX  
**Sent:** Thursday, June 14, 2018 12:36 PM  
**To:** Butler, Teresa MCF:EX; Davidson, Andy MCF:EX  
**Cc:** Murrell, Joanne MCF:EX  
**Subject:** RE: Two Child Care Facilities Impacted by Eviction Notice

s.13

---

**From:** Butler, Teresa MCF:EX  
**Sent:** Thursday, June 14, 2018 12:21 PM  
**To:** Davidson, Andy MCF:EX  
**Cc:** Barry, Jonathan MCF:EX; Murrell, Joanne MCF:EX  
**Subject:** Two Child Care Facilities Impacted by Eviction Notice

Hi Andy,

My team has been tasked with replying to two parents that have written in to the Minister regarding two separate eviction notices that are impacting the following facilities:

1. CLIFF # 238293 – s.22 Parent concerned with child's out of school care program (Sir Andrew's Daycare in Burnaby) facing eviction from the church basement they've been operating out of for 20 years – eviction was recently extended until Aug.31st
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  - a. Media link: <https://globalnews.ca/video/rd/1251738179649/>

s.13

Thanks all,

**Teresa Butler, B.Ed, MPA**  
A/Executive Director, Child Care Policy  
Child Care Policy Team  
Early Years and Inclusion Division  
Ministry of Children & Family Development  
Tel: (778) 698-9796

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**Please consider the environment before printing this email.**

**Bull, Debbie MCF:EX**

---

**From:** MCF Early Years MCF:EX  
**Sent:** Thursday, June 28, 2018 1:37 PM  
**To:** s.22  
**Cc:** Davidson, Andy MCF:EX  
**Subject:** Re: Child Care Spaces

**VIA E-MAIL**  
Ref: 238360

s.22

Dear<sup>s.22</sup>

Thank you for your e-mail of June 11, 2018, to the Honourable Katrina Chen, Minister of State for Child Care, regarding the eviction of your child care center in Richmond. Your e-mail has been forwarded to the Child Care Policy Branch within the Ministry of Children and Family Development. As the acting Executive Director, I am pleased to respond.

I am sorry to hear about the difficult situation you have been placed in regarding the loss of your program space. I understand the stress you as the administrator, your staff team, and the families in your program must be experiencing in this sudden transition. I also understand that finding alternative program space can be very difficult.

As you are likely aware, government announced in *Budget 2018* that we are investing a billion dollars into child care – the biggest investment in British Columbia history – to deliver swift relief for tens of thousands of families and help us lay the foundation for a quality, universal, affordable and accessible early care and learning system that will benefit British Columbians for decades to come. The Child Care BC Plan outlines the initiatives the government is undertaking.

As part of Budget 2018, the Child Care BC Maintenance Fund (formerly Minor Capital Funding) program has been enhanced to offer more support to licensed child care providers in order to ensure that existing spaces can be properly maintained and continue operating. The Child Care BC Maintenance Fund grant is available to support eligible organizations to address emergencies, make necessary repairs, and/or replace equipment for their operations. In addition, eligible facilities required to relocate will now be supported by up to \$25,000 in grant funding to enable them to quickly resume their services. More information on the Child Care BC Maintenance Fund is available on our web site: <https://www2.gov.bc.ca/gov/content/family-social-supports/caring-for-young-children/running-daycare-preschool/childcare-bc-maintenance-fund>.

If you have not already done so, I encourage you to contact our Child Care Programs staff at 1 888 338-6622 (toll free) option 5. The team has been advised of your situation, and is able to assist in completing the necessary paperwork to submit an application for this funding.

Thank you again for writing and for sharing your concerns.

Respectfully,

Teresa Butler  
A/Executive Director  
Child Care Policy