

Report to Council



Date: September 24, 2018
File: 0610-01
To: City Manager
From: Mariko Siggers, Community & Neighbourhood Services Manager
Subject: Canyon Falls Neighbourhood Learning Centre

Recommendation:

THAT Council receives, for information, the report from the Community & Neighbourhood Services Manager dated September 24, 2018 regarding the Neighbourhood Learning Centre at Canyon Falls Middle School;

AND THAT Council direct staff to proceed with developing an agreement with School District #23 to operate the Neighbourhood Learning Centre at Canyon Falls Middle School based on the principles outlined in the report dated September 24, 2018;

AND THAT Council considers the City's portion of the operating costs for the Neighbourhood Learning Centre in the 2019 provisional budget;

AND FURTHER THAT staff report back with a joint-use agreement to operate the Neighbourhood Learning Centre at Canyon Falls Middle School for Council approval in 2019.

Purpose:

To provide Council with an update on the Neighbourhood Learning Centre at Canyon Falls Middle School and to seek Council's approval to develop a joint-use agreement with School District #23.

Background:

On May 15, 2017, Council received a report on the opportunity to operate a Neighbourhood Learning Centre (NLC) at the future Canyon Falls Middle School, opening September, 2019. The NLC program is provincially funded and provides up to 15 per cent additional floor area in a new school or addition, for use by a recognized community partner of good standing with the purpose of providing community related programs. The 15 per cent area may be dedicated for sole use by the partner or combined with the school area to create a larger space, such as a larger gymnasium, for shared use by both organizations. The province provides the capital funding for the NLC space, and the community partner is responsible to the School District for the operating and maintenance costs.

In June, 2017, Council provided a letter of intent to partner with School District #23 (SD 23) in the design and development of the NLC component in order to provide community program space in this neighbourhood. The letter of intent was non-binding but indicated the City's interest in exploring the opportunity further. A formal joint-use agreement is required prior to beginning operations.

Operating the NLC space will provide many benefits to the City:

- Expanded reach of neighbourhood programming
- A new community hub
- The addition of indoor recreation facilities with no capital investment, immediately adjacent to a proposed community park and recreation sports field
- Provision of year round washrooms to serve the community park
- Expanded programs and services to a growing neighbourhood
- Enhanced partnership and collaborative relationship with the School District

The school is currently under construction and will open in the fall of 2019. Staff have worked with SD 23 and their architects to design a multi-purpose space for community use in the new school. The proposed NLC space is a combination of the two models described previously in this report: dedicated multi-function spaces for City community programming and a larger gymnasium for shared use by the community and the school.

There are two large multi-functional spaces, each of which can be divided into two smaller spaces, allowing for a variety of community programs to take place. In addition, there are dedicated washrooms, circulation area, storage and kitchen. There is also an externally accessed washroom for year-round use to serve the adjacent community park. In addition to the designated community space, the City will have some access to the gymnasium outside of school hours in addition to other rooms such as art/drama rooms subject to agreement with the school.

Community Engagement

During the summer of 2018, an online survey was conducted to gauge interest in the new facility and to provide insight into how well the NLC space would be utilized. There were 135 respondents to the survey who were mainly residents of South Kelowna. Close to 80 per cent of respondents said they would be interested in using this facility in some capacity. The survey results indicated that people are most interested in fitness classes, summer camps and general interest programs for all ages.

Operating Model

Based on what was learned through the survey and observed through programs at other facilities around the community, an operating model which reflects diverse community needs is proposed which will include many of the following:

- Licensed pre-school
- Adult/senior fitness programs – with child minding opportunities
- Youth after school programs
- Preschool and children's programs
- Adult sport leagues
- Adult general interest
- Community rentals

In addition, full day camps will be offered during spring break and summer holidays.

When a smaller program centre opens, it often takes time to establish program patterns and a participant base. In 2019 and 2020, programs will be introduced gradually and built up as awareness of the new facility increases. The first two years will be a piloting and learning period to engage the community and create the foundation for the space. Trends in registration and user feedback will be observed to better understand programming opportunities and maximize usage. The budget will reflect this with lower revenues projected during the initial operating years.

Joint Use Principles

The City currently has joint-use agreements in place with four schools where various programs are offered:

- Watson Road Elementary – licensed preschool, licensed before and after school care, community programs, birthday parties and sport leagues
- Bankhead Elementary - Licensed after school care and community programs
- South Kelowna Elementary – Community programs
- Okanagan Mission Secondary School (NLC arrangement) – Community programs, adult sport leagues

The agreements outline the roles, responsibilities and financial obligations of each party and also provide parameters for space allocation. These agreements have proven to be effective in providing community services and programs to outlying areas.

It is anticipated the new NLC joint-use agreement would have a five-year term and reflect a partnership based on a mutual understanding that the NLC space will provide benefit to the school and to the community as a whole. The goal is to create an inclusive and welcoming space for all.

With Council's endorsement, a Joint-Use Agreement will be created which will have the following outcomes for the City:

- A collaborative, reciprocal partnership aimed at maximizing space usage and benefit to the community and the school
- Dedicated use of the designated NLC spaces
- Opportunities for community groups to rent space within the NLC portion of the school (including the gymnasium)
- Dedicated use of the gym outside of school use times (i.e. before 8:00 am, after 4:00 pm, weekends and school holidays, exact times to be finalized)
- Opportunities for the school and City to collaborate and utilize spaces when not in use by either party (ie. City use of the drama space out of hours or school use of non-programmed NLC space during the school day)
- Responsibility to the School District for the operating and maintenance costs for the designated and City portion of shared spaces on an annual basis.

Budget

There is no capital requirement from the City for the initial construction of the NLC space; however, to maximize function, a budget request for upgrades such as durable, multi-purpose sports flooring will be brought forward in the 2019 Provisional Budget, capital program. In addition, in 2019 an initial purchase

of equipment will be required for essential items such as tables, chairs, mats and fitness equipment. In future years, equipment needs will be covered through existing budget.

Programming expenses will be offset by revenues as per the cost recovery rates implemented throughout City programs. Staff will work with the school and community to maximize program and revenue opportunities in order to meet budget expectations.

In the NLC arrangement, the City pays a proportionate amount of the operating costs relative to the size of the NLC space. At Canyon Falls, the City's portion of the operating costs (including custodial, utilities and maintenance) will be approximately \$24,000 annually. This is based on 550 square metres of NLC space at \$43 per square metre. This is in alignment with other joint-use agreements with SD 23 and recognizes that the new building will be more energy efficient. This amount may be adjusted depending on the final details of the agreement. There will be an operating request in the 2019 Provisional Budget for these costs.

Financial/Budgetary Considerations:

Annual Budget		2019	2020	2021
Expenses	NLC Rent	\$8000	\$25,000	\$26,000
	Equipment	\$7500	\$0	\$0
	Program expenses	\$13,000	\$35,000	\$36,750
Total Expenses		\$28,500	\$60,000	\$62,750
Total Program Revenue		(\$16,500)	(\$50,000)	(\$53,000)
Budget impact		\$12,000	\$10,000	\$9750

Internal Circulation:

Divisional Director, Active Living & Culture; Communications Advisor; Parks and Buildings Planning Manager; Payroll & Internal Controls Manager; Property Management Manager

Considerations not applicable to this report:

External Agency/Public Comments

Existing Policy:

Legal/Statutory Authority

Legal/Statutory Procedural Requirements

Personnel Implications

Communications Comments

Alternate Recommendation

Submitted by:

M. Siggers, Community & Neighbourhood Services Manager

Approved for inclusion: J. Gabriel, Divisional Director, Active Living & Culture

Attachments: Attachment 1 – Presentation – Canyon Falls Neighbourhood Learning Centre

Cc: Divisional Director, Corporate Strategic Services
Divisional Director, Financial Services