



<i>COUNCIL AGENDA</i>	
Date: <u>December 1, 2025</u>	Item: <u>13.6.</u>



MEMORANDUM

Date: November 6, 2025 File: 0282-02-70-112
 To: Council
 From: Sue Ketler, Deputy Municipal Manager / Director, Parks, Culture,
 and Community Services
**Subject: Rescindment of Municipal Capital Funding of School
 Playgrounds Policy 02-70-112**

RECOMMENDATION:

THAT “Municipal Capital Funding of School Playgrounds Policy 02-70-112” be rescinded.

The purpose of this memorandum is to seek approval from Council to rescind Municipal Capital Funding of School Playgrounds Policy 02-70-112.

Rationale for rescinding Municipal Capital Funding of School Playgrounds Policy 02-70-112:

- The Municipal Capital Funding of School Playgrounds Policy outlines the criteria for evaluating requests to allocate District of West Vancouver (District) capital funding toward playground projects located on properties owned by the West Vancouver Board of Education (Board of Education).
- Board of Education is responsible for funding school playground projects on their lands. As such, the District does not contribute capital funding to playground developments situated on Board of Education lands.
- As of 2025, the Parks Department oversees the maintenance and renewal of 22 public playgrounds on District property. The capital investment required to replace and upgrade these assets at appropriate intervals is significant. Playground renewals consistently represent a portion of the annual Parks capital budget.
- Given the ongoing demands on existing resources and the need to prioritize the renewal of public playground infrastructure, the continuation of a policy that enables municipal funding for additional school-based playgrounds is not warranted.

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Author: 

Sue Ketler, Deputy Municipal Manager /
Director of Parks, Culture, and Community Services

Appendix A: Municipal Capital Funding of School Playgrounds Policy 02-70-112

PARK-840583926-116600

Parks & Community Services	Municipal Capital Funding of School Playgrounds
Policy #02-70-112	
File #150-00	

1.0 Purpose

This policy provides guidelines and procedures for the processing and approval of applications from The School Board or from School Parent Advisory Committees, for capital funding of playground installations and equipment located on School Board property.

2.0 Policy

Playgrounds are located on both parks and school grounds and responsibility for maintenance and liability rests with the Municipality and the School Board depending on location.

The Municipality will accept and review applications for shared funding of playground improvements on School property from the Board or from School parents groups. Approval is not automatic or uniform. The review process will take into account the geographic distribution of playground facilities, the condition of the current equipment, applications from other school groups, available funding and the degree of confidence that the funding portion being provided by the School committee is in place or available.

Funding will be provided based on need and priority. School playground projects will not eliminate or supercede projects intended to upgrade playgrounds on parks or other Municipal property.

Funding will not exceed 33% of the total playground project budget nor will more than \$35,000 be provided for any given project. This project share is not automatic and based on the evaluation process, a portion of this amount could be approved, or none at all. Projects may be done in phases over time, but the funding provided will be based on the value of that phase, and at project completion, will not total more than the amounts outlined above at each site. It is also possible to fund more than one playground project in a given year, however, the total of the projects will not exceed the maximum Municipal contribution set out in this policy.

The Facilities Department of the School District must participate in the design process and may provide both financial and labour assistance. It will approve and coordinate the project and assume the responsibility for ongoing maintenance and any liabilities that may arise.

3.0 Procedure

Application must be made prior to September 1st of each year for implementation in the following calendar year.

Municipal staff will meet with the Facilities Department of the Board and with the School and parent representatives to review the plan.

The application review process will seek to ascertain all available background information. District staff will work with the group so that it can develop an effective project proposal. The proposal should include: support from the School District, an assessment of current equipment condition, a detailed outline of the proposed project, demographics, geographic analysis, a project budget with revenues, funding sources, project time frame and a drawing or plan. Any planning costs incurred by the District will be charged to the total project budget.

Approval of the application will require Council approval and sufficient funds will need to be provided for the project in question within the Parks and Community Services Division capital infrastructure replacement budget for the year in which the project will be carried out.

Approval Date: May 12, 2003	Approved by: Council	Signed by: Municipal Manager
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