EXECUTIVE COMMITTEE OF COUNCIL

NOTICE OF OPEN MEETING

DATE: **TUESDAY, 2015 JANUARY 20**

TIME: **5:00 PM**

PLACE: **Council Committee Room, Main Floor, City Hall**

A G E N D A

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1.	**CALL TO ORDER**	
2.	**MINUTES**	
(a)	Minutes of the Executive Committee of Council 'Open' Meeting held on 2014 December 04	5 - 10
3.	**CORRESPONDENCE**	
(a)	Correspondence from Burnaby New Westminster Ringette Association Re: Letter of Appreciation (#14/34)	11 - 11
4.	**REPORTS**	
(a)	Report from the City Clerk Re: Coquitlam Search and Rescue Society - Mobile Command Centre Replacement Project	12 - 15
5.	**2015 FESTIVALS BURNABY GRANTS AUTHORIZED ANNUAL BUDGET - $250,000**	
6.	**2015 PROGRESSIVE LIST OF GRANTS AUTHORIZED ANNUAL BUDGET - $250,000**	
7.	**NEW APPLICATIONS**	
(a)	**#15/01 Burnaby Hospice Society** *Hike for Hospice Palliative Care*	16 - 17

An application was received from the Burnaby Hospice Society requesting an in-kind grant for printing of promotional materials (brochures, posters, banners, etc.) for the 13th annual Hike for Hospice Palliative Care to be held on 2015 May 03 in Central Park. Event proceeds support the Society's hospice palliative care and bereavement support programs, offered at no cost, to Burnaby residents and their families and friends.

Request:	$1,500 in-kind printing	CPA:	2014 - $1,500 in-kind printing 2013 - $1,500 in-kind printing 2012 - No Application

(b) **#15/02 Administrators of Volunteer Resources - BC (AVRBC)** 18 - 19
Annual Conference for Managers of Volunteers

An application was received from the Administrators of Volunteer Resources – BC (and Burnaby Citizen Support Services) requesting a grant to support the annual conference for managers of volunteer resources to be held on 2015 May 28-29 in Delta, BC. The conference will bring together professionals from across Canada representing diverse sectors including sports and recreation, police and justice, arts and culture, social services, healthcare, social development and housing.

Request:	Unspecified	CPA:	2014 - No Application 2013 - No Application 2012 - No Application 2011 - $1,500 In-Kind Printing

(c) **#15/03 Burnaby Family Life** 20 - 23
Community Grant - Support for Burnaby Citizens

An application was received from Burnaby Family Life requesting a grant in support of services provided by the organization.

Request:	$20,000	CPA:	2014 - $16,000 2013 - $16,000 2012 - $16,000

(d) **#15/04 Burnaby Community Services** 24 - 26
Recreation Credit Program (Supplemental 2014)

An application was received from Burnaby Community Services requesting a supplemental grant toward the cost of administering the Burnaby Parks, Recreation and Cultural Services Credit Program for the balance of 2014. The Recreation Credit program provides low-income residents with credits that can be used towards Burnaby Parks, Recreation and Cultural Services

programs and admissions.

Request:	$9,260	CPA:	2014 - $17,0002013 - $17,0002013 - $8,484 Supplemental Grant2012 - $17,0002012 - $8,674 Supplemental Grant

(e) #15/05 Michael J. Fox Theatre 27 - 28
Golf Tournament

An application was received from Michael J. Fox Theatre requesting an in-kind grant for a green fee waiver in support of the Michael J. Fox Theatre's Annual Golf Tournament to be held on 2015 May 28 at Riverway Golf Course.

Request:	In-Kind Assistance - Green Fee Waiver	CPA:	2014 - Green Fee Waiver ($8,640) 2013 - Green Fee Waiver ($8,640) 2012 - Green Fee Waiver ($8,870)

(f) #15/06 Rivershed Society of BC 29 - 33
Fraser River Swim Relay

An application was received from Rivershed Society of BC requesting an in-kind grant to assist with costs (e.g. tents, staging, promotions, etc.) associated with the river-side festival in Burnaby to be held on 2015 September 25th at Fraser Foreshore Park.

Request:	$5,000	CPA:	2014 - No Application 2013 - No Application 2012 - No Application

(g) #15/07 Rotary Club of Burnaby Metrotown 34 - 36
2015 Wine, Food and Music Festival

An application was received from Rotary Club of Burnaby Metrotown requesting a grant in support of the 2015 Wine, Food and Music Festival scheduled to take place on 2015 April 25 at the Nikkei National Museum and Cultural Centre. Proceeds raised support the outdoor fitness circuit at Fraser Foreshore Park, a software based literacy programs for children, the Down Syndrome Research Foundation, as well as a number of Burnaby charities and the worldwide eradication of polio.

Request:	$1,500 in-kind printing	CPA:	2014 - $2,000 2013 - $2,000 2012 - $2,000

(h) **#15/08 Rotary Club of Burnaby Metrotown** 37 - 38
Rotary Free Public Skate

An application was received from Rotary Club of Burnaby Metrotown requesting an in-kind grant to cover printing cost of a banner for the Rotary Free Public Skate to be held on 2015 January 24 at Burnaby 8 Rinks.

Request:	Unspecified in-kind printing	CPA:	2014 - No Application2013 - No Application2012 - No Application

8. NEW BUSINESS

9. INQUIRIES

10. ADJOURNMENT

CITY OF BURNABY **2410-20**

EXECUTIVE COMMITTEE OF COUNCIL

M I N U T E S

An 'Open' meeting of the Executive Committee of Council was held in the Clerk's Committee Room, City Hall, 4949 Canada Way, Burnaby, BC on Thursday, **2014 December 04** at 5:00 p.m.

PRESENT: Councillor Pietro Calendino, In the Chair
Councillor Paul McDonell, Vice Chair
Councillor Dan Johnston, Member

STAFF: Ms. Geraldine Parent, Art Services Manager
Ms. Blanka Zeinabova, Administrative Officer

The Chair called the meeting to order at 5:12 p.m.

1. MINUTES

(a) Minutes of the Executive Committee of Council 'Open' meeting held on 2014 November 20

MOVED BY COUNCILLOR JOHNSTON:
SECONDED BY COUNCILLOR McDONELL:

"THAT the minutes of the Executive Committee of Council 'Open' meeting held on 2014 November 20 be adopted."

CARRIED UNANIMOUSLY

2. DELEGATION

The following wrote requesting an audience with the Executive Committee of Council:

(a) Coquitlam Search and Rescue Society
Re: Mobile Command Centre Replacement Project

MOVED BY COUNCILLOR McDONELL:
SECONDED BY COUNCILLOR JOHNSTON:

"THAT the delegation be heard."

CARRIED UNANIMOUSLY

DRAFT

Mr. John Simpson, Training Officer and Fundraising Committee Member, **Mr. Allan Thomas** and **Mr. Michael Coyle,** Coquitlam Search & Rescue Society, appeared before the Committee outlining SAR's various operations and responsibilities, and seeking assistance to fund the Mobile Command Centre Replacement Project.

It was noted that Coquitlam Search and Rescue (SAR) serves the communities of Coquitlam, Port Coquitlam, Port Moody, Anmore, Belcarra, Burnaby and New Westminster, and has provided emergency services in both urban and wilderness settings since 1972.

The Society, based at Coquitlam's Town Centre Fire Hall, operates under the provincial Emergency Management BC and performs searches and rescue in an area that is over 1000 km². The team has 54 active members, all volunteers, on call 24 hours a day, 7 days a week, on a year-round basis. In 2013, the team responded to 38 operations for a total of 3,044 volunteer hours, resulting in the rescue or recovery of 29 persons.

The SAR's current Mobile Command Centre, in which search and rescue activities are planned, implemented and managed, is 20 years old and due for replacement. In addition to providing command centre capability for the next 20 years, a new Mobile Command Centre will provide a more robust vehicle to meet the needs of one of the fastest growing areas of the Lower Mainland. This vehicle will have the capability to travel on more challenging roads with greater fuel efficiency, transport additional field equipment, and enhance search and rescue management capability through new technology and additional floor space for work stations and briefings.

The estimated project budget is $407,300. Funding in the amount of $100,000 has been already committed from the CSAR Endowment Fund ($35,000) and the City of Coquitlam ($65,000).

Arising from discussion, Councillor Johnston was granted leave by the Committee to introduce the following motion:

MOVED BY COUNCILLOR JOHNSTON:
SECONDED BY COUNCILLOR McDONELL:

"THAT the delegation's presentation be **REFERRED** to staff for report."

CARRIED UNANIMOUSLY

DRAFT

3. CORRESPONDENCE

MOVED BY COUNCILLOR McDONELL:
SECONDED BY COUNCILLOR JOHNSTON:

"THAT the correspondence be received."

CARRIED UNANIMOUSLY

(a) Correspondence from Big Sisters of BC Lower Mainland
Re: Letter of Appreciation (#14/26)

Correspondence was received from Ms. Elyse Freeborn, Individual Giving Officer and Loyalty Circle Member, Big Sisters of BC Lower Mainland, expressing appreciation to the City for funding in support of mentoring services provided by the organization to girls in Burnaby.

4. 2014 FESTIVALS BURNABY GRANTS AUTHORIZED EXPENDITURE TO DATE - $123,840

5. NEW APPLICATIONS - FESTIVALS BURNABY

MOVED BY COUNCILLOR JOHNSTON:
SECONDED BY COUNCILLOR McDONELL:

"THAT the New Applications – Festivals Burnaby be received."

CARRIED UNANIMOUSLY

(a) 15-S-002 St Cyril and Methodius Bulgarian Folk Society
Bulgarian Day Festival

An application was received from the St Cyril and Methodius Bulgarian Folk Society requesting a grant to support the Bulgarian Day Festival to be held on 2015 February 21 at Bonsor Recreation Centre. The festival aims to showcase the cultural heritage of the Slavic communities, to educate the general public about ethnic diversity and cultural traditions and to offer opportunities for performers to promote their talent. This family friendly event will feature an entertainment program, movie screenings, children's activities and ethnic cuisines.

Request: $4,675 CPA: 2014 – $3,500 Small Scale Grant
2013 – No Application
2012 – No Application

DRAFT

MOVED BY COUNCILLOR JOHNSTON:
SECONDED BY COUNCILLOR McDONELL:

"THAT a grant in the amount of $3,500 be awarded to the St Cyril and Methodius Bulgarian Folk Society for the Bulgarian Day Festival to be held on 2015 February 21 at Bonsor Recreation Centre."

CARRIED UNANIMOUSLY

6. 2014 PROGRESSIVE LIST OF GRANTS AUTHORIZED EXPENDITURE TO DATE - $166,404

7. NEW APPLICATION

MOVED BY COUNCILLOR JOHNSTON
SECONDED BY COUNCILLOR McDONELL:

"THAT the New Application be received."

CARRIED UNANIMOUSLY

(a) #14/50 Moscrop Panthers Senior Girls Volleyball
BC High School Provincial AAAA Volleyball Championships

An application was received from the Moscrop Panthers Senior Girls Volleyball team requesting a grant to cover travel costs for 13 players, all Burnaby residents, to represent Moscrop Secondary School at the BC High School Provincial AAAA Volleyball Championships in Cranbrook, BC on 2014 November 27–29.

Request: $1,000

CPA: 2013 - $1,000
2012 - $1,000 *(Boys team)*
2011 - $1,000 *(Boys team)*

MOVED BY COUNCILLOR McDONELL:
SECONDED BY COUNCILLOR JOHNSTON:

"THAT a grant in the amount of $1,000 be awarded to Moscrop Panthers Senior Girls Volleyball to assist with travel costs for 13 players to attend the BC High School Provincial AAAA Volleyball Championships in Cranbrook, BC on 2014 November 27-29."

CARRIED UNANIMOUSLY

DRAFT

8. TABLED MATTER

(a) Item 4(b) New Applications – Festivals Burnaby
#15-N-002 Scandinavian Cultural Society
Leif Erikson Day Festival
(Tabled 2014 November 20)

An application was received from the Scandinavian Cultural Society requesting a grant to support the Leif Erikson Day Festival to be held on 2015 October 3-4 at the Scandinavian Community Centre. This festival celebrates Leif Erikson Day and annually features the history, current endeavours and contributions that one particular Nordic Country has made to Canada by its emigrants. Activities include talks and presentations by experts, music and folkdance, craft workshops, displays and exhibitions, film and children's programming.

Request: $2,520 **CPA: 2014 – No Application**
2013 – No Application
2012 – No Application

MOVED BY COUNCILLOR McDONELL:
SECONDED BY COUNCILLOR JOHNSTON:

"THAT this grant application be now TABLED."

CARRIED UNANIMOUSLY

This grant application was tabled pending additional information from staff and to allow the Committee a further opportunity for review.

MOVED BY COUNCILLOR JOHNSTON:
SECONDED BY COUNCILLOR McDONELL:

"THAT grant request #15-N-002 from the Scandinavian Cultural Society for the Leif Erikson Day Festival be now **LIFTED** from the table."

CARRIED UNANIMOUSLY

The grant request was now before the Committee.

DRAFT

MOVED BY COUNCILLOR McDONELL:
SECONDED BY COUNCILLOR JOHNSTON:

"THAT a grant in the amount of $2,500 be awarded to the Scandinavian Cultural Society for the Leif Erikson Day Festival to be held on 2015 October 3-4 at the Scandinavian Community Centre."

CARRIED
OPPOSED COUNCILLOR CALENDINO

9. NEW BUSINESS

There were no items of new business brought before the Committee at this time.

10. INQUIRIES

There were no inquiries brought before the Committee at this time.

11. ADJOURNMENT

MOVED BY COUNCILLOR McDONELL:
SECONDED BY COUNCILLOR JOHNSTON:

"THAT the 'Open' meeting do now adjourn."

CARRIED UNANIMOUSLY

The Open meeting adjourned at 5:50 p.m.

Ms. Blanka Zeinabova
ADMINISTRATIVE OFFICER

Councillor Pietro Calendino
CHAIR

DRAFT

c/o Susan Wall
4540 Portland Street
Burnaby, B.C.
V5J 2N9

November 27th, 2014

City of Burnaby
Executive Committee of Council
c/o Office of the City Clerk
4949 Canada Way
Burnaby, B.C.
V5G 1M2

Attention: Councillor P. Calendino
Chair

Dear Sir:

On behalf of the Burnaby New Westminster Ringette Association, I would like to pass on a note of sincere thanks to the City of Burnaby for the in-kind grant to cover the rental costs for the carousel at Burnaby Village Museum. The participants of our tournament thoroughly enjoyed the weekend - both the carousel rides and the addition of Rogers Hometown Hockey helped to enhance the experience.

Once again, we appreciate the City of Burnaby's on-going support.

Yours truly,

Susan Wall
on behalf of the Tournament Committee
604.438.0394
604.764.2403

City of Burnaby

Meeting 2015 January 15

COMMITTEE REPORT

TO:	CHAIR AND MEMBERS EXECUTIVE COMMITTEE OF COUNCIL	**DATE:**	2014 December 05
FROM:	CITY CLERK	**FILE:**	2410-20

SUBJECT: **COQUITLAM SEARCH AND RESCUE SOCIETY MOBILE COMMAND CENTRE REPLACEMENT PROJECT**

PURPOSE: To provide information on Coquitlam Search and Rescue Society, and to seek approval for financial support to replace the Mobile Command Centre

RECOMMENDATION:

1. **THAT** the Executive Committee of Council recommend Council approve a grant in the amount of $35,000 to the Coquitlam Search and Rescue Society for replacement of the Mobile Command Centre.

REPORT

The Executive Committee of Council, at its meeting held on 2014 December 04, received a delegation from Coquitlam Search and Rescue Society outlining their various operations and responsibilities, and seeking assistance to fund the Mobile Command Centre Replacement Project *(detailed SAR's report on the Mobile Command Centre Replacement Prospectus is available in the Office of the City Clerk)*.

1.0 BACKGROUND

Coquitlam Search and Rescue (SAR) serves the communities of Coquitlam, Port Coquitlam, Port Moody, Anmore, Belcarra, Burnaby and New Westminster, and has provided emergency services in both urban and wilderness settings since 1972. The services provided include:

- wilderness search and rescue
- wilderness medical rescue
- swiftwater rescue
- mountain rescue
- rope (high angle and slope) rescue
- avalanche rescue
- inland waters rescue
- missing children and adults with dementia searches

- police evidence searches
- animal rescue
- disaster assistance
- evacuation due to flooding, earthquake, landslide and interface forest fire
- tracking
- community services, and more.

2.0 THE TEAM

The team, based at Coquitlam's Town Centre Fire Hall, operates under the provincial Emergency Management BC (EMBC) and performs searches and rescue in an area that is over 1000 km². The team also assists the RCMP detachments in the Lower Mainland jurisdictions.

Coquitlam SAR currently has 54 active members, all volunteers; members are on call 24 hours a day, 7 days a week, on a year-round basis.

In 2013, the team responded to 38 operations for a total of 3,044 volunteer hours, resulting in the rescue or recovery of 29 persons. Professional emergency service providers, i.e. police, BC Ambulance, the provincial Coroner's Office, and the communities have come to rely upon Coquitlam SAR for the essential services it provides.

3.0 THE MOBILE COMMAND CENTRE

Search and rescue activities are planned, implemented and managed in the Mobile Command Centre (MCC). The MCC allows the team to deploy where needed with the aid of pre-plans, maps, radio and satellite communications, internet access and equipment for the team's full range of technical rescue skills. The MCC activities include all aspects of the provincial Incident Command System.

3.1 CURRENT MOBILE COMMAND CENTRE

The current Command Centre, a Grumman panel truck, has a chassis that is commonly used for delivery of bulky, but light, goods. While adequate for cargo, such as bakery products or parcels, SAR operations require a vehicle which can not only support command centre operations but also transport heavier cargo such as stretchers, ropes, generators, fuel, batteries, rescue equipment and an array of computer equipment.

3.2 NEW MOBILE COMMAND CENTRE

The new Command Centre consists of three major components:

1. Cab & Chassis
   A Freightliner M2-106 Extended Cab with a Cummins 6.7L turbo diesel engine or equivalent cab & chassis has been determined to meet the needs of the new MCC and address shortcomings of the current vehicle.

2. Command Centre Module
   The heart of the centre, containing the infrastructure and equipment necessary to support the effective management of all phases of a SAR operation. The module includes metal enclosure, desks, cabinets and shelves, wiring, lighting, auxiliary generator air conditioning and space heating systems, etc.

3. Command Centre Technology
   This centre is comprised of the electronic technology which directly supports search and rescue management (computer hardware, video monitors and a smart board, printers, software, batteries, communication systems, including radios, cell and satellite phones, and internet connectivity).

4.0 FUNDING

The estimated project budget, including all applicable taxes, is $407,300. Funding in the amount of $100,000 has been already committed to the replacement of the Command Centre from CSAR Endowment Fund ($35,000) and City of Coquitlam ($65,000).

Funding is also being solicited by the Society from the following sources: Spirit of Coquitlam Grant, BC Gaming Grant, City of Port Moody, City of Port Coquitlam, City of Burnaby, Metro Vancouver and other corporate sponsors.

5.0 SUSTAINABILITY

The projected life span of the new Mobile Command Centre is 20 years, commensurate with the command centre that is to be replaced. The City of Coquitlam will maintain and repair as necessary the Cab and Chassis over the lifespan of the Mobile Centre as an 'in kind' donation, while Coquitlam SAR will maintain, repair and upgrade, as necessary, the Command Centre Technology as part of its operating budget and from future grant applications.

6.0 CONCLUSION

The SAR's current Mobile Command Centre, in which search and rescue activities are planned, implemented and managed, is 20 years old and due for replacement. In addition to providing command centre capability for the next 20 years, a new Mobile Command Centre will provide a more robust vehicle to meet the needs of one of the fastest growing areas of the Lower Mainland, with the capability to travel on more challenging roads and with greater fuel efficiency, transport additional field equipment, and enhance search and rescue management capability through new technology and additional floor space for work stations and briefings. It is recommended that a grant in the amount of $35,000 be approved to support the Mobile Command Centre Replacement Project.

Dennis Back
CITY CLERK

Copied to: City Manager
Deputy City Managers
Director Finance
OIC, RCMP

December 3, 2014

Executive Committee of Council
City of Burnaby
4949 Canada Way
Burnaby, BC V5G 1M2

HIKE FOR HOSPICE BURNABY

Dear Chair and Members of the Executive Committee of Council for the City of Burnaby:

On Sunday, May 3, 2015, thousands of people across Canada will walk to support the annual Hike for Hospice Palliative Care. Here in Burnaby, members of our community will be hiking in Central Park to celebrate and commemorate the lives and memories of their loved ones. The event will also raise awareness and funds to benefit the Burnaby Hospice Society so that we may continue our critical work of providing compassionate care to individuals and families during the end-of-life process.

The Burnaby Hospice Society is respectfully requesting an in-kind grant from the City of Burnaby for the printing of event promotional materials inclusive of brochures, posters and banners up to the value of $1,500 in support of Burnaby Hospice Society's 13th annual Hike for Hospice Burnaby. All event proceeds will go directly towards supporting the Society's hospice palliative care and bereavement support programs which are offered at no cost to Burnaby residents and their families and friends.

Established in 1986, the Burnaby Hospice Society has been long known within this community for our dedication to providing quality support to individuals and families during the end-of-life journey. We serve over 900 families in the Burnaby community every year and in 2014 we saw a 38% increase in our Bereavement services . Since our inception, Burnaby Hospice Society has touched the lives of tens of thousands of people, ensuring that no one in Burnaby needs to go through the end-of-life journey alone.

With your help, the Burnaby Hospice Society looks forward to continuing to make a positive impact in the lives of those going through the end-of-life journey in our community. Thank you for your attention and support of the Society, and the community members that it serves. We look forward to your consideration of our request. Should you have any questions, please feel free to contact me directly at 604.520.5016 or bkirk@burnabyhospice.org.

Sincerely,
Sent electronically

Bruce Kirk
Executive Director

(a) #15/01 Burnaby Hospice Society
Hike for Hospice Palliative Care

An application was received from the Burnaby Hospice Society requesting an in-kind grant for printing of promotional materials (brochures, posters, banners, etc.) for the 13th annual Hike for Hospice Burnaby to be held on 2015 May 03 in Central Park. Event proceeds support the Society's hospice palliative care and bereavement support programs, offered at no cost to Burnaby residents and their families and friends.

Request: $1,500 *In-Kind Printing* CPA: 2014 – $1,500 *In-Kind Printing*
2013 – $1,500 *In-Kind Printing*
2012 – No Application

AVRBC Administrators of Volunteer Resources BC
Sowing the Seeds for INNOVATION
Conference 2015 May 28-29

December 8th 2014

Dear Mayor Corrigan,

Citizen Support Services is one of BC's 20,000 organizations that rely on the passion and energy of volunteers to reach its goals and build healthy communities. Volunteers support sports and recreation, police and justice, arts and culture, social services, healthcare, social development and housing. Volunteers are an extraordinary resource base for (cities/organizations/businesses) like yours.

Yet 54% of non-profits and charities in BC report difficulties recruiting and retaining volunteers. And half of organizations report challenges obtaining Board members. Tapping this resource, ensuring volunteers are effectively engaged, is not an easy job. That's why volunteer leadership skills are critical in managing and implementing volunteer programs. Effective leadership of volunteers is the cornerstone of voluntary involvement.

Administrators of Volunteer Resources - BC (AVRBC) is sponsoring an annual Conference for managers of volunteer resources on May 28 – 29th in Delta, BC, where leaders of volunteers can develop cutting-edge skills, share their competencies, and "sow the seeds for innovation" in the non-profit sector.

We hope you'll join us in helping to build and support this valuable resource by becoming a Conference Sponsor your organization has the opportunity to:

- Enhance your community's reputation as a supporter of volunteerism
- Build volunteer management competencies in your community
- Gain recognition as a leading employer among the 100+ delegates
- Show the volunteers in your organization/community/business that you support and value their contribution

As a Conference Sponsor you will be supporting an essential infrastructure in every community in BC – leaders who harness the passion of volunteers and make your community a better place in which to live.

Attached is our Sponsorship Opportunities Document. Please consider how you can help to support this important educational opportunity for leaders of volunteers in BC.

I will contact you soon to answer any questions you may have. In the meantime, please check our website at www.avrbc.com for more information about volunteer management in BC.

Sincerely,

Anne Dallas for Clare

Clare O'Kelly
Sponsorship Chair
Administrators of Volunteer Resources - BC

We are all members of AVRBC in Citizen Support Services. In the past, you kindly supported a conference with "in-kind" printing.
Thank you for considering it again. Anne

(a) #15/02 Administrators of Volunteer Resources – BC (AVRBC)
Annual Conference for Managers of Volunteers

An application was received from the Administrators of Volunteer Resources – BC (and Burnaby Citizen Support Services) requesting a grant to support the annual conference for managers of volunteer resources to be held on 2015 May 28-29 in Delta, BC. The conference will bring together professionals from across Canada representing diverse sectors including sports and recreation, police and justice, arts and culture, social services, healthcare, social development and housing.

Request: Unspecified

CPA: 2014 – No Application
2013 – No Application
2012 – No Application
2011 – $1,500 *In-Kind Printing*

Burnaby Family Life
A place to go... a place to grow!

Address: 102 - 2101 Holdom Avenue, Burnaby, BC V5B 0A4
Phone: 604-659-2200 Fax: 604-299-9731
Email: info@burnabyfamilylife.org
Web: www.burnabyfamilylife.org

December 15, 2014

City of Burnaby
4949 Canada Way
Burnaby, B.C.

Dear Executive Committee of Council,

Re: Application for Community Grant

Please accept our application for a community grant in the amount of $20,000 for 2015.

Since 1974 Burnaby Family Life (BFL) has relied on the City of Burnaby for finaicial and in-kind donations for its operations. BFL does not take the City's annual assistance for granted. We see your ongoing support as recognition of the leadership role we have taken in building community capacity for the past four decades.

The City's generosity in providing annual lease subsidies, affordable printing of program brochures and an annual community grant demonstrates the City's historical partnership with BFL, its compassion and commitment to provide support to ***all*** Burnaby citizens – including some of the most disadvantaged families in our community.

In 2014 some of the key challenges facing families in Burnaby continued with the lack of affordable housing, lack of affordable quality childcare, poverty, mental illness and the integration of immigrants and refugees in our city. According to our program participants and stakeholders, BFL has made a significant difference in each of these critical areas, thereby benefitting thousands of people and strengthening our community.

Census reports show that Burnaby is one of the most diverse cities in all of Canada. Approximately 61% of residents speak English as a second language and 51% of citizens are foreign born. We know that in some neighbourhoods almost *all* residents speak English as a second language. Using Statistics Canada's Low Income Measure (LIM) after tax, 20.6% of British Columbia's children ages 0–17 lived below the poverty line, representing more than one in every five children in the province. According to this measure, 169,420 BC children lived in poverty, putting this province fifth highest in comparison to other provinces. It is a shame that BC has the worst poverty rate of any province for children living in single mother families at 49.8%. In response, we advocate pro-actively and relentlessly at every level of government and with influential decision makers for policy changes. BFL is an active participant in provincial lobbying efforts for the social services sector through the BC Federation of Community Social Services, Board Voice and other coalitions.

Collectively, we are doing our best to keep the plight of the vulnerable amongst us front and center in the minds of every member of the provincial legislature. We have garnered significant support from the Burnaby business community for our efforts as evidenced by the strong corporate support of our annual Kids Challenge event as we go into our fourth year.

Burnaby Family Life's multi-faceted partnerships with other community organizations as well as the business sector continued to develop and expand significantly in 2014. BFL continued to play a key role on the BBOT Social Development Committee, particularly in the area of family friendly workplaces. The BBOT opened many doors for us and has done a great job in getting our key messages out to the business community. Burnaby is known throughout the province for promoting corporate social responsibility, for educating and raising awareness about poverty, homelessness, and the value of investing in the social services sector.

Burnaby Family Life is the founding and leading organization for the Burnaby Intercultural Planning Table (BIPT), a dynamic community co-ordination network in which government and community service organizations work together to improve service collaboration and a more effective community based response to families who have moved here from around the world. Through the BIPT, we have brought together more than 30 organizations and managed, on behalf of the consortium, a range of diverse community development projects. This year, the Federal Government has assumed responsibility for the funding envelop and the focus is shifting to the development of a strategic plan aimed at improving the city's ability to meet the changing needs of our community.

BFL continues to work in formal partnerships and sub-contracts with 25+ different community based agencies, as well as the Burnaby Board of Trade. These efforts have resulted in a more effective social safety net for Burnaby families. BFL provides other organizations with mentoring, shares best practice models, assists with policy development, preparation for accreditation and plays a key role in regional, provincial and national advocacy efforts.

BFL maintains remarkable, award winning accreditation standards with CARF and just received another three year accreditation this past June. We received a number of exemplary mentions for excellent financial management, highly effective administrative systems and most importantly the high quality standard which are omnipresent in the delivery of all of our services. A mini "United Nations" in the heart of our community, BFL staff speak 47 different first languages, representing the community we serve. With BFL's commitment to continuous quality improvement processes and accreditation standards, the positive impact of our organization never stagnates.

Many services depend on private donations and grants. In 2013, Pro Organics and CKNW provided 30,000 nutritious snacks, 300 meals and 1250 hot lunches to 300 plus children and pregnant teenagers every day. Every dollar that is donated to BFL is "stretched to the max" with our services extended by 30 volunteers working in professional and para-professional program teams. BFL is able to do more because the City of Burnaby and the School District provide free or subsidized space. The Health Region dedicates community health nurses and dental hygienist to our programs supporting parents, high-risk pre & post natal mothers and vulnerable children.

Thousands of children and families have found comfort, meaning, growth and learning at BFL because of visionary, effective governance combined with committed and highly trained employees who have the expertise to intervene with skills and compassion that really make a difference. Families are strengthened and the quality of life is better in Burnaby because of the exceptional work provided. Services are filled to overflowing and sadly, families are sometimes turned away because we do not have the capacity to meet the increasingly complex and demanding needs of our community.

Attached is our most recent Annual Report and audited Financial Statements. I may be reached at 604-659-2208 if further information is required. The chairman of our Board of Directors, John Crawford, and I would welcome the opportunity to meet with you to address any questions or concerns that you might have regarding this application.

In closing, Burnaby Family Life gives thanks to Mayor Corrigan and members of Council for their ongoing commitment to make Burnaby a better community by supporting Burnaby's most vulnerable citizens.

Yours truly,

Michel Pouliot
Executive Director

c.c. John Crawford, President
Encl: Annual Report, 2014 and audited financial statements

(c) #15/03 Burnaby Family Life
Community Grant – Support for Burnaby Citizens

An application was received from Burnaby Family Life requesting a grant in support of services provided by the organization.

Request: $20,000	CPA:	2014 – $16,000
		2013 – $16,000
		2012 – $16,000

BURNABY
COMMUNITY
SERVICES

December 16th, 2014

Councilor Pietro Calendino, Chairman
Executive Committee of Council
City of Burnaby
4949 Canada Way
Burnaby, BC, V5G 1M2

Re: 2014 Supplemental Grant Request for Burnaby Recreation Credit Program

Dear Councilor Pietro Calendino and Members of the Executive Committee,

As indicated in our September 8th, 2014 grant request, we have agreed to a new funding formula with Burnaby Parks, Recreation and Cultural Services. This formula acknowledges the fixed and variable expenses with an annual $17,000 grant paid early in the year and a supplemental grant at the end of the year of $4 per approved application.

Based on a projected 2,271 approved applications for this year, and adjusted for a $176 underpayment last year, we are requesting a supplemental grant of $9,260.

CHANGE STARTS WITH YOU

Burnaby Community Services is a charitable society providing people in need with a voice, resources, and opportunities. We believe that given the right tools, the necessary support, and access to a team of understanding, innovative, and positive people, every one of us has the ability to make changes in our lives and in our community.

If you are a family that is struggling, a senior without a support network, or are simply trying to move forward, we understand. Since 1971 Burnaby Community Services has provided programs and publications to support you and others in our community.

LET'S LIFT EACH OTHER UP

Since the fall of 1996, Burnaby Community Services has assisted Burnaby Parks, Recreation and Cultural Services by administering income verification services for the Burnaby Recreation Credit program. The Recreation Credit program provides low-income residents with credits that can be used towards any Burnaby Parks, Recreation, and Cultural Services' facility for various programs and admissions.

BURNABY
COMMUNITY
SERVICES

Burnaby Community Services is responsible for:

- providing intake of application forms for low income individuals, families, and those on Long Term Disability or Canada Pension Plan;
- processing relevant documents (e.g. T1 Generals, Notice of Assessments, proof of Burnaby residency, Child Tax Benefit & BC Family Bonus Notice); and
- determining eligibility based on approved criteria.

Since July 2013, with the opening of the *Edmonds Community Centre*, we have been offering on-site registration two days a week to better serve the community in the Edmonds neighbourhood.

OUR GRANT REQUEST

This supplemental request is based on $4 per approved application. From January 1st to November 30th we have approved 2,029 applications and are projecting 242 additional applications before the end of the year (based on last year's numbers).

Last year we received a grant for 2,352 approved applications, but approved 2,396 applications.

The formula therefore is:
((2,029 + 242) + (2,396 - 2,352)) x $4 = $ 9,260

Furthermore, as part of our ongoing partnership Burnaby Parks, Recreation and Cultural Services has agreed that, given our ongoing contribution to the Burnaby Recreation Credit program, Burnaby Community Services will be recognized in major promotional materials.

Thank you for your continuous support and consideration. If you require any additional information, please feel free to contact me at 604-292-3904.

Sincerely,

Stephen D'Souza,
Executive Director

(d) #15/04 Burnaby Community Services
Recreation Credit Program (Supplemental 2014)

An application was received from Burnaby Community Services requesting a supplemental grant toward the cost of administering the Burnaby Parks, Recreation and Cultural Services Credit Program for the balance of 2014. The Recreation Credit program provides low-income residents with credits that can be used towards Burnaby Parks, Recreation and Cultural Services programs and admissions.

Request: $9,260

CPA: 2014 - $17,000
2013 - $17,000
2013 - *$8,484 Supplemental Grant*
2012 - $17,000
2012 - *$8,674 Supplemental Grant*

City of Burnaby

2015 January 07

Chair and Members
Executive Committee of Council
Burnaby City Hall
4949 Canada Way
Burnaby, BC
V5G 1M2

Dear Chair and Members:

SUBJECT: MICHAEL J. FOX GOLF TOURNAMENT

On behalf of the Board of Directors of the Michael J. Fox Theatre, I respectfully submit this request to have the fees for the 2015 Michael J. Fox Theatre's Annual Golf Tournament waived.

This golf tournament, to be held on May 28th, 2015 at Riverway Golf Course, is recognized as the major fundraiser for the theatre and all proceeds are directed toward the betterment of the theatre.

Both the Michael J. Fox Theatre Board and the Golf Tournament Organizing Committee are comprised of dedicated volunteers who offer their valuable time and expertise to this fundraising event. The Michael J. Fox Theatre could not operate at its current level of efficiency without the support of volunteers and the City of Burnaby.

Thank you for your consideration of this request.

Sincerely,

Chad A. Turpin
MJF Golf Tournament Organizing Committee

cc: Dave Ellenwood

(e) #15/05 Michael J. Fox Theatre
Golf Tournament

An application was received from Michael J. Fox Theatre requesting an in-kind grant for a green fee waiver in support of the Michael J. Fox Theatre's Annual Golf Tournament to be held on 2015 May 28 at Riverway Golf Course.

Request: *Green Fee Waiver*

CPA: 2014 – Green Fee Waiver ($8,640)
2013 – Green Fee Waiver ($8,640)
2012 – Green Fee Waiver ($8,870)

Rivershed Society of BC
A river runs through us

City of Burnaby
4949 Canada Way
Burnaby, BC V5G 1M2

January 6, 2015

Attention: Mayor Corrigan and Council:

Please support the 20th anniversary Fraser River Swim Relay taking place this September 2015. Your city is one of many Fraser River communities being invited to host a river-side community festival in conjunction with this exciting month-long initiative.

Please consider our request for $5,000 to assist with costs (e.g. tents, staging, promotions, etc.) associated with the river-side festival in your city, as well as all necessary permitting. Help us raise awareness of the importance of the Fraser River to all British Columbians.

In 1995, I swam the 1,400 km length of the Fraser River to bring awareness to the precarious state of the famed waterway, and to promote sustainable living.

Next year marks the 20th anniversary of that epic journey.

My "Friends of the Fraser" campaign has been formed to organize a multi-faceted program to mark this anniversary and to celebrate British Columbia's most important inland waterway by informing the public about the environmental, cultural, historical and commercial importance of the Fraser River.

The Rivershed Society of Britsh Columbia (www.rivershed.com) is the vehicle through which the organization will raise funds.

Consisting of 34 intricately linked and interdependent riversheds, the Fraser River Basin drains 21 million hectares (more than a quarter) of British Columbia. The river basin is the heart and soul of the province and is its economic engine with a current population of over 1.2 million people and a strong First Nations history going back thousands of years.

The Fraser River Basin is experiencing a rapidly growing population and rapidly declining ecosystem health - **the largest salmon river in the world is not healthy**. But not all is lost. Each of us is connected with our river, and the decisions we make can help make our river strong. The Fraser River anniversary celebration hopes to draw attention to this serious issue.

Sustainable Living Leadership Program alumni, Jacquie Lanthier, Amy Law and Keely Weget-Whitney, came up with the idea to put a women's swim team together and have joined forces with Skeena River swimmer Ali Howard and Sheena Miller with the goal of swimming the 1,400 km length of the Fraser River this September 2015; which also coincides with the 20th anniversary of the first time Fin Donnelly swam the Fraser.

The 2015 Fraser River Swim Relay and community celebrations aim to inspire action, raise awareness about environmental threats and solutions, and engage communities in public education and community outreach.

By swimming the 1,400 km length of the Fraser River, the goal is to inspire Canadians to protect and care for their local watersheds. The Society hopes to increase river stewardship by working with community groups and schools across BC and Canada, and engaging audiences in public education, curriculum and community outreach.

We need your help. Our goal is to raise $380,000 to fund this initiative. We are approaching you because we know your community cares about the health of the Fraser River and its citizens and because the relay participants will be stopping in your community.

If you have any questions, please contact me at 778 960-4099 or fin@rivershed.com. I look forward to hearing from you shortly.

Sincerely,

Fin Donnelly
Chair & Founder
Rivershed Society of BC

Charity # 88731 3237 RR0001
Legal name: RSBC Rivershed Society of British Columbia

Attachments:

- From Mountains to Sea: Fraser River Swim Relay promo document
- Fraser River Swim Relay Draft Itinerary
- Fraser River Swim Relay Community Festival Elements

FROM MOUNTAINS TO SEA: FRASER RIVER SWIM RELAY SEPTEMBER 2015

5 SWIMMERS. 20 COMMUNITIES. 1,400 KM. 34 DAYS.

YOUR JOURNEY WITH THE **FRASER RIVER SWIM RELAY** BEGINS HERE

THE BACKGROUND: *Three Rivershed Society of BC's Sustainable Living Leadership Program alumni, Jacquie Lanthier, Amy Law and Keely Weget-Whitney, are teaming up with Skeena River swimmer Ali Howard and Sheena Miller to form a dynamic women's swim team with the goal of swimming the 1,400km length of the Fraser River. This incredible project will take place in September of 2015, which coincides with the 20th anniversary of Fin Donnelly's first swim down the Fraser River.*

PRESENTED BY RIVERSHED SOCIETY OF BC
info@rivershed.com
604.808.1515
www.rivershed.com/relay

THE OBJECTIVE: Our Swim Relay team aims to inspire action, raise awareness about environmental threats and solutions, and engage communities in public education and community outreach. By swimming the 1,400 km length of the Fraser River, we hope to:

- Inspire Canadians to protect and care for their local watersheds
- Increase river stewardship by working with community groups and schools across BC and Canada
- Engage audiences through public education, curriculum and community outreach

THE PROJECT TEAM: This project requires an immense amount of dedication and work, but is coming together through the dedication and passion of the swim team steering committee. However, we could still use your expertise with this project.

GET INVOLVED: Calling all volunteers… While this project is attracting incredible people and amazing supporters, we still need you!! We have many opportunities available for all kinds of support positions. If you think you're a fit for this project in any capacity, don't hesitate to reach out. If you would like to help the team by fundraising, donating, or becoming a sponsor, e-mail the team and ask for a copy of the Expression of Interest or our sponsorship agreement. Be in touch with info@rivershed.com.

WE'RE EAGERLY LOOKING FORWARD TO CONNECTING WITH YOU.

(f) #15/06 Rivershed Society of BC
Fraser River Swim Relay

An application was received from Rivershed Society of BC requesting an in-kind grant to assist with costs (e.g. tents, staging, promotions, etc.) associated with the river-side festival in Burnaby to be held on 2015 September 25th (tentatively) at Burnaby Foreshore Park.

Request: $5,000

CPA: 2014 – No Application
2013 – No Application
2012 – No Application

District 5040 Rotary
Club of Burnaby Metrotown
Postal Box 266 105 - 7655 Edmonds Street, Burnaby, V3N 0C3

8 January 2015

Chair and Members of the Executive Committee of Council (sent via email)

Burnaby City Hall
4949 Canada Way, Burnaby, BC V5G 1M2

Dear Members of the Executive Committee of Council:
The City has been loyal sponsors of Burnaby's Premier Wine tasting and food sampling event over the years and we are very grateful. This is an invitation to once again participate as an in kind platinum sponsor to produce promotional materials for us through your print shop.

With a need to raise the platinum level sponsorship to $3,000 due to needed supplies rise in costs, keeping our admission ticket price low to allow for more community attendees, the need to rent a new venue as the Lougheed Town Centre owners have new plans for play area where we normally have the winefest at Centre Court, AND the exciting initiative to partner with the City through the Parks Department to provide an outdoor fitness circuit at the Fraser Foreshore Park, we kindly ask for your generosity to help us to continue to serve our community through this, our major annual fundraiser. It will mean a lot to us to have your support as a platinum sponsor at $3,000. Will you consider being a platinum sponsor for $3,000 value of in-kind print shop services? At this level, the city's logo will be on all flyers/posters, several pre-event Burnabynow newspaper ads and a thank you ad post event, 20,000 invitations cards mailed through Canada Post, thank you poster at event, city's banner at event if desired, promotion via emails, website etc.

Many of you have attended in the past and we look forward to you all attending this year on April 25 at 7pm. We plan on having front row reserved seats to listen to the talented SFU Concert Orchestra who are returning by popular demand and be introduced by the emcee of the evening. This year we will be at the Nikkei National Museum and Cultural Centre.
Last year's event brought in over 500 guests from Burnaby and our surrounding cities and we raised over $30,000. We are projecting to raise over $35,000 at this year's gala event. Sponsors and attendees were very pleased and commented that it was the Best ever winefest we had with a great variety of food items, a better winefest than others they attended that year. They plan on returning this year.

Our major benefactors will be the outdoor fitness circuit at Fraser Foreshore Park and a software based literacy programs managed by the schools to help kids below their grade reading level to improve their confidence and better prepare them for the future. Also included as recipients of this year's proceeds will be Down Syndrome Research and a number of local Burnaby charities plus the worldwide eradication of polio (we are excited that only 3 countries are left to be considered polio free and we will see the end to polio in our lifetime). This year's festival will again feature a number of wineries and wine merchants, many local restaurants and food services, musical entertainment, a Silent Auction, 50-50 and Raffle Prizes.

To meet our ticket printing timelines to include platinum and diamond sponsors logos behind every ticket, your response and commitment is needed by January 31st.

As one of Burnaby's service clubs, we are committed to helping Burnaby residents through community volunteer service as well as providing cash donations to worthy causes. This past year, the Burnaby Metrotown Rotary Club financially supported local causes such as the annual support of Maywood Community School kids to camp program, their library books and the Academy of Reading literacy program, the STMC community feeding program, Burnaby Neighbourhood House, Down Syndrome Research Foundation program, the youth Rotaract service club and last but not least the annual Rotary

www.burnabymetrotownrotary.org | burnabymetrotownrotary@gmail.com
P.O. Box 266, 105-7655 Edmonds Street, Burnaby, BC V3N 0C3
Meeting Location: Firefighters Public House, 6515 Bonsor Avenue, Burnaby, BC

Coats for Kids program collecting and distributing over average of 1,270 coats to keep Burnaby children and youth warm during the winter. Youths were also sent to Youth Leadership camp and Adventures in Citizenship program. In partnership with the City's anti-graffiti program, members also participated in graffiti paint outs through our Rotary Rollers program and involving other community volunteers as well. Our club also financially supported Rotary's initiative for the worldwide eradication of Polio.

These contributions are made possible through the commitment of our membership and the countless hours of volunteer work that goes into organizing our yearly Rotary Wine, Food & Music festival. This year will be the 14th year and a welcomed community event. We ask that the city joins us in our efforts and becomes a Platinum sponsor in the 2015 Gala event. **Will you kindly consider granting us $3,000 value in kind sponsorship?**

As President and Chair of this year's event, I would be happy to attend your meeting to address any questions you may have. For more information about our club and the upcoming Wine, Food & Music Festival please contact me at 604 523 6268 or on email at Gloria@peaksuccesscoaching.com

Thank you for your continued support. We appreciate your generous sponsorship and look forward to hearing from you.

Sincerely,

Gloria Staudt

Gloria Staudt
2015 Chair, Wine, Food, & Music Festival
2014-2015 President, Rotary Club of Burnaby Metrotown
2014-2015 Chair, District 5040 Rotary Peace Fellowship
2012 BC Seniors Games, Friends of Games - Recruitment Chair
2013 Burnaby Board of Trade, Business Excellence Awards Nomination Committee

(g) #15/07 – Rotary Club of Burnaby Metrotown
2015 Wine, Food and Music Festival

An application was received from Rotary Club of Burnaby Metrotown requesting a grant in support of the 2015 Wine, Food and Music Festival scheduled to take place on 2015 April 25 at the Nikkei National Museum and Cultural Centre. Proceeds raised support the outdoor fitness circuit at Fraser Foreshore Park, a software based literacy programs for children, the Down Syndrome Research Foundation, as well as a number of Burnaby charities and the worldwide eradication of polio.

Request: $1,500 *In-Kind Printing*

CPA: 2014 – $2,000
2013 – $2,000
2012 – $2,000

District 5040 Rotary
Club of Burnaby Metrotown
Postal Box 266 105 - 7655 Edmonds Street, Burnaby, V3N 0C3

15 January 2015

Chair and Members of the Executive Committee of Council (sent via email)

Burnaby City Hall
4949 Canada Way, Burnaby, BC V5G 1M2

Dear Members of the Executive Committee of Council:
The City has been loyal sponsors of Burnaby's Premier Wine tasting and food sampling event over the years and we are very grateful. We are planning a new community Rotary Day event which we would like to make annual. It is not a fund raiser but a free giving to the community event and we are requesting your help for payment of the banners to hang over the Kingsway and Canada Way overpasses.

It is the ***Rotary Free Public Skate.*** Saturday Jan 24 1:15pm – 4pm. We have partnered with Canlan Burnaby 8 Rinks for free ice time and half price of $1.50 for skate or helmet rental. If they have their own skates and helmet then it will be totally free. They will also allow placement of a banner the day before the event to help promote it.

In addition we have included the Burnaby Rotaract club, our youths to help with arts and craft, face painting, give some skating tips in one corner of the ice, and handing out water, cotton candy and hot chocolate. We are waiting for a reply to have the hot chocolate and candy sponsored. The children will get a goodie bag to take home.

With promotions that include the Burnabynow ads, the banners on the overpass, the schools, calendar of events in the Burnabynow and the Newsleader, the vancity buzz, our website, Canlan's public skate schedule and their website, we feel confident it will be a good draw and be the beginning of a free annual event for the community. We will have 2 ice times each with maximum of 175 skaters, first come first skate and 8 rinks staff on the ice also. If any of you have time, we welcome you joining in the fun.

The banners were designed by one of our member's business. Would you kindly help us with payment of the promotional banners through the City printshop?

As President, I would be happy to attend your meeting to address any questions you may have. Please feel free to contact me at 604 523 6268 or on email at Gloria@peaksuccesscoaching.com

Thank you for your consideration of this new request. Please let me know if anyone will be able to attend.

Looking forward to hearing of your decision.

Sincerely,

Gloria Staudt

Gloria Staudt
2015 Chair, Wine, Food, & Music Festival
2014-2015 President, Rotary Club of Burnaby Metrotown
2014-2015 Chair, District 5040 Rotary Peace Fellowship
2012 BC Seniors Games, Friends of Games - Recruitment Chair
2013 Burnaby Board of Trade, Business Excellence Awards Nomination Committee

(h) #15/08 – Rotary Club of Burnaby Metrotown
Rotary Free Public Skate

An application was received from Rotary Club of Burnaby Metrotown requesting an in-kind grant to cover printing cost of a banner for the Rotary Free Public Skate to be held on 2014 January 24 at Burnaby 8 Rinks.

Request: *Unspecified*	CPA: 2014 – No Application
In-Kind Printing	2013 – No Application
	2012 – No Application