



EXECUTIVE COMMITTEE OF COUNCIL

NOTICE OF OPEN MEETING

DATE: THURSDAY, 2015 FEBRUARY 19

TIME: 5:00 PM

PLACE: Council Committee Room, Main Floor, City Hall

A G E N D A

- | 1. <u>CALL TO ORDER</u> | <u>PAGE</u> |
|---|--------------------|
| 2. <u>MINUTES</u> | |
| (a) Minutes of the Executive Committee of Council Open meeting held on 2015 January 20 | 5 - 11 |
| 3. <u>PRESENTATION</u> | |
| (a) Craig Collis, Assistant Director – Recreation
Re: City of Burnaby Recreation Credit Program
<u>Speakers:</u> Craig Collis
Leslie White | |
| 4. <u>CORRESPONDENCE</u> | |
| (a) Correspondence from Volunteer Burnaby
Re: Letter of Appreciation (#14/49) | 12 |
| (b) Correspondence from Kwantlen Polytechnic University
Re: Letter of Appreciation (#13-14-15/00) | 13 |
| 5. <u>REPORTS</u> | |
| (a) Report from the City Clerk
Re: Coquitlam Search and Rescue Society - Mobile Command
Centre Replacement Project | 14 - 18 |
| (b) Report from the Chief Election Officer
Re: 2014 Local Government Election Review and Future
Recommendations | 19 - 23 |

6. FESTIVALS BURNABY GRANTS APPROVED TO DATE - \$10,500

7. PROGRESSIVE LIST OF GRANTS APPROVED TO DATE - \$29,260

8. NEW APPLICATIONS

- (a) **#15/09 - 2015 Burnaby Empty Bowl Project** 24 - 25
2015 Empty Bowls Gala

An application was received from the 2015 Empty Bowls Committee requesting an in-kind grant for printing of promotional materials (posters, tickets, thank you cards, bookmarks and banners) for the annual Empty Bowls Gala event to be held on 2015 April 23 at the Hilton Metrotown Hotel.

Request:	\$1,500 in-kind printing	CPA:	2014 - No Application 2013 - \$1,500 in kind printing (\$394) 2012 - No Application
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- (b) **#15/10 - Richard Major Art Group** 26
Sharing Artistic Skills to Encourage Others

An application was received from Richard Major Art Group (RMAG) requesting a grant to assist with the cost of funding a Burnaby based art program. The RMAG provides members with an opportunity to demonstrate their artistic skills by participating at various events including the Rhododendron Festival and Discovery Days, as well as showing their work at the Deer Lake Gallery, Burnaby Art Gallery, Showcases, and Culture Days.

Request:	\$300	CPA:	2014 - \$300 2013 - \$300 2012 - \$300
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- (c) **#15/11 - Ecole Alpha Secondary School** 27
Dry Grad 2015

An application was received from École Alpha Secondary School requesting a grant in support of the Annual Dry Grad event for 2015.

Request:	Unspecified	CPA:	2014 - No Application 2013 - \$200 2012 - No Application
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- (d) **#15/12 - Scouts Canada** 28
Scouting Programs

An application was received from Scouts Canada Pacific Coast Council

Request: \$6,000 CPA: 2014 - \$5,000
2013 - \$5,000
2012 - \$5,000

An application was received from the Community Centred College for the Retired requesting a grant to assist with the cost of courses and programs provided by the College.

Request: Unspecified CPA: 2014 - \$2,500
2013 - No Application
2012 - \$2,500

An application was received from the Afghan Women's Sewing and Craft Co-Operative requesting a grant to assist with three months rental (\$474.77 a month) for Room 206 at the Edmonds Neighbourhood Resource Centre. (N.B. at the Open Council meeting 2014 October 27, Council approved a 2015 lease grant for the co-operative for \$5,425.92, representing a 50% lease rate offset.)

Request: \$1,424.31 CPA: 2014 - No Application
2013 - No Application
2012 - No Application

An application was received from the Nikkei National Museum and Cultural Centre requesting a grant to assist with the cost of Hokori, an event commemorating the 100th anniversary of participation in WWI by Japanese Canadian soldiers.

Request: Unspecified CPA: 2014 - No Application
2013 - No Application
2012 - \$1,000 cash
& \$1,500 in-kind (\$1,594)

(h) **#15/16 - The Maple Leaf Singers** 37 - 40
Annual Spring Show

An application was received from the Maple Leaf Singers requesting a grant to assist with the cost of funding the Maple Leaf Singers Annual Spring Show 'Touch the Sky' to be held at the Massey Theatre, New Westminster on 2015 May 30 and 31.

Request: \$200 CPA: 2014 - \$200
2013 - \$200
2012 - \$200

(i) **#15/17 - Miss Canada Globe 2015** 41 - 43
Sarah Filgate

An application was received from Sarah Filgate, a Burnaby resident, requesting a grant to assist with the cost of participating in the Miss Canada Globe Pageant to be held in Toronto, Ontario in 2015 August.

Request: \$3,000 CPA: 2014 - No Application
2013 - No Application
2012 - No Application

(j) **#15/18 - BC Aboriginal Network on Disability** 44 - 45
BC Without Barriers

An application was received from the BC Aboriginal Network on Disability Society (BCANDS) requesting support for their BC Without Barriers campaign, an initiative to fund-raise while bringing awareness of the society's work and the needs of Aboriginal people living with disabilities.

Request: \$200 CPA: 2014 - No Application
2013 - No Application
2012 - No Application

9. TABLED MATTER

a) **#15/06 - Rivershed Society of BC** 46 - 48
Fraser River Swim Relay
(Tabled 2015 January 20)

10. NEW BUSINESS

11. INQUIRIES

12. ADJOURNMENT

CITY OF BURNABY**2410-20****EXECUTIVE COMMITTEE OF COUNCIL****MINUTES**

An 'Open' meeting of the Executive Committee of Council was held in the Council Committee Room, City Hall, 4949 Canada Way, Burnaby, BC on Tuesday, **2015 January 20** at 5:00 p.m.

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

STAFF: Ms. Blanka Zeinabova, Administrative Officer

The Chair called the meeting to order at 5:00 p.m.

1. MINUTES**(a) Minutes of the Executive Committee of Council
'Open' meeting held on 2014 December 04**

MOVED BY COUNCILLOR McDONELL:

SECONDED BY COUNCILLOR JOHNSTON:

"THAT the minutes of the Executive Committee of Council 'Open' meeting held on 2014 December 04 be adopted."

CARRIED UNANIMOUSLY

2. CORRESPONDENCE & REPORT

MOVED BY COUNCILLOR McDONELL:

SECONDED BY COUNCILLOR JOHNSTON:

"THAT the correspondence and report be received."

CARRIED UNANIMOUSLY

**(a) Correspondence from Burnaby New Westminster
Ringette Association
Re: Letter of Appreciation (#14/34)**

Correspondence was received from Ms. Susan Wall, Burnaby New Westminster Ringette Association, expressing appreciation to the City for funding in support of their annual tournament.

(b) Report from the City Clerk
Re: Coquitlam Search and Rescue Society
Mobile Command Centre Replacement Project

The City Clerk submitted a report providing information on Coquitlam Search and Rescue Society and seeking approval for financial support to replace the Mobile Command Centre.

The City Clerk recommended:

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.”

MOVED BY COUNCILLOR McDONELL:
SECONDED BY COUNCILLOR JOHNSTON:

“THAT this report be **REFERRED** back to staff.”

CARRIED UNANIMOUSLY

3. 2015 FESTIVALS BURNABY GRANTS AUTHORIZED
ANNUAL BUDGET - \$250,000

4. 2015 PROGRESSIVE LIST OF GRANTS AUTHORIZED
ANNUAL BUDGET - \$250,000

5. NEW APPLICATIONS

MOVED BY COUNCILLOR JOHNSTON:
SECONDED BY COUNCILLOR McDONELL:

“THAT the New Applications be received.”

CARRIED UNANIMOUSLY

(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 Palliative Care to be held on 2014 May 04 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 ApplicationMOVED BY COUNCILLOR McDONELL:
SECONDED BY COUNCILLOR JOHNSTON:

“THAT an in-kind grant up to the amount of \$1,500 for printing services be awarded to the Burnaby Hospice Society in support of the Hike for Hospice Palliative Care.”

CARRIED UNANIMOUSLY

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

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*MOVED BY COUNCILLOR McDONELL:
SECONDED BY COUNCILLOR JOHNSTON:

“THAT this grant request be denied.”

CARRIED UNANIMOUSLY

This grant request was denied as the conference is held outside the City of Burnaby.

(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

MOVED BY COUNCILLOR McDONELL:
SECONDED BY COUNCILLOR JOHNSTON:

“THAT a grant in the amount of \$16,000 be awarded to the Burnaby Family Life in support of services provided by the organization.”

CARRIED UNANIMOUSLY

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

An application was received from the 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*

MOVED BY COUNCILLOR McDONELL:
SECONDED BY COUNCILLOR JOHNSTON:

“THAT a supplemental grant in the amount of \$9,260 be awarded to the Burnaby Community Services in support of the Recreation Credit Program for 2014.”

CARRIED UNANIMOUSLY

The Committee requested that Parks, Recreation and Cultural Services staff attend the next Committee meeting to further explain the Credit Program process.

(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: *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)

MOVED BY COUNCILLOR McDONELL:
SECONDED BY COUNCILLOR JOHNSTON:

“THAT an in-kind grant of a green fee waiver be awarded in support of the Michael J. Fox Theatre’s Annual Golf Tournament to be held on 2015 May 28 at Riverway Golf Course.”

CARRIED UNANIMOUSLY

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

An application was received from the 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

MOVED BY COUNCILLOR JOHNSTON:
SECONDED BY COUNCILLOR McDONELL:

“THAT this grant request be TABLED.”

CARRIED UNANIMOUSLY

This grant request was tabled in order for staff to provide more information on the event.

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

An application was received from the 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 program for children, the Down Syndrome Research Foundation, as well as a number of Burnaby charities and the worldwide eradication of polio.

Request: \$3,000

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

MOVED BY COUNCILLOR McDONELL:
SECONDED BY COUNCILLOR JOHNSTON:

“THAT an in-kind grant of \$2,500 be awarded to the Rotary Club of Burnaby Metrotown for the 2015 Wine, Food and Music Festival scheduled to take place on 2015 April 25 at the Nikkei National Museum and Cultural Centre.”

CARRIED
OPPOSED: Councillor Calendino

(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 2015 January 24 at Burnaby 8 Rinks.

Request: *Unspecified*
In-Kind Printing

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

MOVED BY COUNCILLOR McDONELL:
SECONDED BY COUNCILLOR JOHNSTON:

“THAT this grant request be denied.”

CARRIED UNANIMOUSLY

This grant request was denied as it does not fall within Council guidelines for awarding grants (one grant per organization – see #15/07).

6. NEW BUSINESS

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

7. INQUIRIES

No inquiries were brought before the Committee at this time.

8. ADJOURNMENT

MOVED BY COUNCILLOR MCDONELL :
SECONDED BY COUNCILLOR JOHNSTON:

“THAT the ‘Open’ meeting do now adjourn.”

CARRIED UNANIMOUSLY

The Open meeting adjourned at 5:30 p.m.

Ms. Blanka Zeinabova
ADMINISTRATIVE OFFICER

Councillor Pietro Calendino
CHAIR

Zeinabova, Blanka

From: Stewart, Gillian
Sent: January 19, 2015 2:06 PM
To: Zeinabova, Blanka
Subject: FW: Volunteer Burnaby Printing Grant

For distribution to the Executive Committee ☺

From: Jeff Scheffel [<mailto:jeff@volunteerburnaby.ca>]
Sent: January-19-15 10:26 AM
To: Clerks
Subject: Volunteer Burnaby Printing Grant

Forward to Blanka for distribution to Executive Committee

Hello,

I would just like to extend to you my sincere appreciation for creating an exception and extending the length of the Volunteer Burnaby printing grant for our annual gift wrap fundraiser. The holiday season was rather hectic for Volunteer Burnaby this year and we simply were not able to get the artwork completed for our new popup banner in time. Typically we are very conscious of the time sensitive nature of these grants, however we unfortunately did not have all hands on deck at the office this holiday and thus were quite overwhelmed with our fundraiser.

We are exceedingly thankful for the City of Burnaby printing grants as they go a long way towards expanding our budget and ensuring that all of our community programming and fundraising is of the highest quality possible. As such, I just wanted to emphasize that we do not take your generosity for granted and we thank you greatly for making this exception and extending the timeline of our grant. It is always a pleasure connecting with the city Clerks Office and the Print Shop, as the service and kindness you show to our organization is second to none.

Thank you once again, and all the best.

Jeff

Jeff Scheffel
Community Developer
Volunteer Burnaby

#203, #2101 Holdom Ave
Burnaby BC
V5B 0A4
604-294-5533



FOUNDATION

12666-72 Ave. Surrey, BC
Canada V3W 2M8
T 604.599.2010 F 604.599.3138

kpu.ca/foundation

January 9, 2015

Ms. Blanka Zeinabova
Administrative Officer
City of Burnaby
4949 Canada Way
Burnaby, BC V5G 1M2

Dear Ms. Zeinabova:

Thank you to the City of Burnaby for its commitment toward environmentally focused initiatives, like KPU's Institute of Sustainable Food Systems *South-west British Columbia Food System Design & Planning* project. Your contribution has been instrumental in supporting the activities required to ensure the project's success.

Your final gift of \$4,000.00 will be directed toward the aforementioned Southwest British Columbia Food System Design & Planning project. An acknowledgement receipt is attached for your records. Should you have any questions regarding the project, please do not hesitate to contact me by phone at 604-599-2979 or email lisa.robinson@kpu.ca.

Thank you so much for investing in our community and for choosing KPU.

Sincerely,

Lisa Robinson
Advancement Officer

Thank you for your support!



Meeting 2015 February 19

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
EXECUTIVE COMMITTEE OF COUNCIL

DATE: 2015 February 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 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

To: Executive Committee of Council
 From: Administrative Officer
 Re: Coquitlam Search and Rescue Society
 Mobile Command Centre Replacement Project
 2015 February 19 Page 2

- 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 COQUITLAM SAR RESPONSES TO THE CITY OF BURNABY (2010 – 2014)

Coquitlam SAR responded to incidents in the City of Burnaby 16 times in the last five years, on an average of three times a year. Coquitlam SAR devoted a total of 1422 person hours to these responses, averaging 284 hours a year.

Year	Responses	Hours
2010	3	278
2011	4	323
2012	1	77
2013	4	588
2014	4	156
Total	16	1422
Average	3	284

To: Executive Committee of Council
 From: Administrative Officer
 Re: Coquitlam Search and Rescue Society
 Mobile Command Centre Replacement Project
 2015 February 19 Page 3

3.1 COQUITLAM SAR COMMUNITY TASK RESPONSES (2010 – 2014)

Coquitlam SAR's primary area of responsibility includes the communities of Coquitlam, Port Coquitlam, Port Moody, Anmore, Belcarra, Burnaby and New Westminster. The team also responds under mutual aid agreements to other SAR teams when requested, i.e. Ridge Meadows SAR (responses to the Pitt River / Pitt Lake / Upper Pitt River areas) and North Shore SAR.

In the table below, there is a list of communities and the number of tasks Coquitlam SAR responded to in the last five years.

Community	Responses	Hours	Percentage
Anmore	34	2176	22.67%
Coquitlam	31	2087	20.67%
Burnaby	16	1422	10.67%
Maple Ridge	13	685	8.67%
Other	18	3530	12.00%
Pitt Area	9	769	6.00%
Surrey	8	276	5.33%
Belcarra	6	711	4.00%
Port Coquitlam	7	1131	4.67%
North Shore	4	226	2.67%
Unknown	4	32	2.67%

** The Village of Anmore is part of the Coquitlam RCMP detachment. Parts of the area around Belcarra are under the jurisdiction of the Port Moody Police, including parts of Belcarra Regional Park. Pitt Lake responses are most often shared with Ridge Meadows SAR.*

**Responses to the communities shaded in blue are considered mutual aid, or responses into another team's area.*

**"Other" designates responses to deep wilderness areas far beyond community boundaries, or occasional responses to other areas of the province or other communities.*

**There were a few tasks for which a location could not be determined, and these are included as "unknown"*

4.0 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.

To: Executive Committee of Council
 From: Administrative Officer
 Re: Coquitlam Search and Rescue Society
 Mobile Command Centre Replacement Project
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4.1 CURRENT MOBILE COMMAND CENTRE

The current Mobile Command Centre, a Grumman panel truck, has a chassis that is commonly used for delivery of bulky, but light, goods. SAR operations require a vehicle which can support command centre operations, but also transport heavier cargo such as stretchers, ropes, generators, fuel, batteries, rescue equipment and an array of computer equipment.

4.2 NEW MOBILE COMMAND CENTRE

The new Mobile 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 contains 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).

5.0 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.

To: Executive Committee of Council
From: Administrative Officer
Re: Coquitlam Search and Rescue Society
Mobile Command Centre Replacement Project
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6.0 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.

7.0 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 be approved to support the Coquitlam SAR Mobile Command Centre Replacement Project.

Dennis Back
CITY CLERK

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



Meeting 2015 February 19
COMMITTEE REPORT

TO: CHAIR AND MEMBERS
EXECUTIVE COMMITTEE OF COUNCIL

DATE: 2015 February 11

FROM: CHIEF ELECTION OFFICER

SUBJECT: 2014 LOCAL GOVERNMENT ELECTION REVIEW AND FUTURE RECOMMENDATIONS

PURPOSE: To provide statistics on enhanced election systems, feedback on the success of voter engagement initiatives and identify future recommendations for review in advance of the 2018 Local Government Election.

RECOMMENDATION:

1. **THAT** Council receive this report for information.

REPORT

INTRODUCTION

Burnaby City Council, at its Open meeting held on 2012 September 17, approved a report from the Executive Committee of Council that focused on providing a more efficient and sustainable Election that would improve the overall elector experience and increase voter turnout. Leading up to the 2014 Local Government Election, initiatives for enhanced election systems and voter engagement were implemented. These systems introduced new and adapted technologies resulting in improvements to election operations in keeping with the City's *Environmental and Social Sustainability Strategies*.

Establishing an Election Communication Plan became the base for building public awareness initiatives targeted at voter turnout. This Plan focused on the delivery of effective, focused and timely communications. New approaches were developed to provide a positive voter experience, expand citizen engagement and create community outreach programs, while encouraging partnerships with stakeholders and other Lower Mainland Municipalities.

Successes from the 2014 Local Government Election have been summarized through results, statistics and voter feedback in the *Burnaby Election Systems and Engagement* document (provided under a separate cover).

To: Chair and Members, Executive Committee of Council
 From: Chief Election Officer
 Re: 2014 Local Government Election Review and Future
 Recommendations
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ENHANCED ELECTION SYSTEMS

Municipal VoterView (MVV) and the concept of 'Vote Anywhere', as part of an enhanced election system, were first piloted at Advance Voting Opportunities in 2011. This system was approved by Council for use throughout Burnaby in 2014 it increased efficiencies and streamlined the election process as highlighted in the *attached* document.

'Vote Anywhere' made it possible for citizens to vote outside their neighbourhood at any one of the 35 voting locations and five Advance Voting Opportunities in Burnaby. In addition, Special Voting Opportunities were made available at 18 care facilities and Burnaby General Hospital. As a result of positive feedback from Burnaby citizens, 'Vote Anywhere' was a successful component to improving the voter experience.

Moving forward, new technologies in the areas of vote counting machines, improvements to hardware and enhancements to the connectivity infrastructure throughout the City, will further improve and increase efficiencies.

Municipal VoterView

MVV delivered a comprehensive suite of election services that consisted of Voter List Management, Worker Management and Candidate Access. These three modules provided web hosting, internet voter lookup (IVL), electronic voter strike-off and voter registration. Outcomes from data analysis made possible through these modules, are highlighted in the *attached* document.

Electronic voter strike-off was synchronized at each physical voting location, tracking in real-time when and where a voter had cast their ballot. This feature enabled citizens to vote only once at any voting location in Burnaby. MVV was a complete election solution and a vast improvement to the manual processes used in past elections with multiple benefits, including data collection and measurable staff efficiencies. In addition, significant environmental savings were realized through a decrease in printed materials.

Vote Counting Machines

Through discussions with two leading Canadian vote counting machine and election management solution providers, staff will initiate a Request for Proposal (RFP) for the lease of machines during the 2018 Local Government Election, as previously directed by Council. This process will include involvement and partnerships with City stakeholders and interested Lower Mainland Municipalities. Recommendations arising from this evaluation will be submitted to Council for final approval.

To: Chair and Members, Executive Committee of Council
 From: Chief Election Officer
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VOTER ENGAGEMENT

The Election Communication Plan objectives outlined by the *Burnaby's Social Sustainability Strategy* and findings from the 2011 Election, identified the following four focus areas for voter engagement:

1. Clearer communication
2. Increased use of Virtual City Hall
3. Implementation of social media
4. Enhanced community outreach

The 2014 Local Government Election voter turnout was 28.9%, an increase from 23.3% in 2011. Successes, statistics and stories from these four areas of voter engagement have been highlighted in the *attached* document.

Leading up to the 2018 Election, staff will continue to develop the Election Communication Plan, to address new voter engagement strategies and technological trends, shaping future elections.

Opportunities to Vote

Burnaby citizens unable to attend existing voting opportunities provided feedback requesting alternative solutions. With low voter turnout at Special Voting Opportunities, staff will identify areas for improvement and work with assisted living and complex care facilities to develop and roll-out a program that meets their specific needs.

An evaluation of voting opportunities will be conducted to identify optimal locations to maximize voter turnout. This review will be based on accessibility, convenience, feedback from voters, staff, voter-turnout statistics, and future development within the city. Results from this analysis will be provided to Council for consideration.

New Ways to Engage

Through partnership with care facilities and their residents, assessments will be conducted to identify specific needs and areas for improvement to increase resident participation in the voting process. Also, with a focus on new and non-voters in Burnaby (e.g. youth and new Canadians), staff will evaluate and research best practices that build the 'habit' of voting in Burnaby residents.

To: Chair and Members, Executive Committee of Council
 From: Chief Election Officer
 Re: 2014 Local Government Election Review and Future
 Recommendations
 2015 Feb 11Page 4

FUTURE RECOMMENDATIONS FOR REVIEW

This report, in conjunction with the *attached* document, builds on outcomes from the 2014 Local Government Election and provides direction to expand efforts for increased voter turnout. These improvements explore and develop opportunities to deliver an efficient and sustainable election, while continuing to enhance the voter experience and expand public awareness.

With Local Government Elections now on a four year cycle, the span between each election may result in changes that would require further research prior to recommendations being submitted to Council for approval. Factors for study may include future development within the city, technological innovations, voter demographics, public engagement strategies and possible changes to legislation.

Staff will continue to work with stakeholders and other BC Municipalities to review areas for improvement and collaborate to establish election best practices for implementation in 2018. Information gathered will assist staff to develop recommendations for enhancements to the election process and the overall voter experience.

Municipal VoterView (MVV)

Staff will bring forward a report to Council seeking the continued use of election services through Municipal VoterView during the 2018 Local Government Election.

Vote Counting Machine

Staff will initiate a Request for Proposal (RFP) for the lease of vote counting machines for use during the 2018 Local Government Election. Recommendations arising from this investigation will be submitted to Council for consideration.

Voting Location and 'Vote Anywhere'

Staff will research and review specific criteria to identify Voting Locations, including Advance Voting Opportunities, that best meet the needs of citizens to maximize voter turnout. A report outlining these recommendations will be provided to Council for consideration.

As a result of positive outcomes and feedback from 2014, staff will recommend that 'Vote Anywhere' be continued for future elections.

To: Chair and Members, Executive Committee of Council
From: Chief Election Officer
Re: 2014 Local Government Election Review and Future
Recommendations
2015 Feb 11Page 5

CONCLUSION

As we move forward, evolving technologies, new methods for communicating and improved system enhancements will play a significant role in future elections. Outcomes from this continued growth are in line with the City's commitment to leadership in the areas of social, economic and environmental sustainability.

Building on the successes of enhanced election systems, voter engagement and outcomes from 2014, staff will continue to expand on this approach for Burnaby's 2018 Local Government Election.



Lynne Axford
CHIEF ELECTION OFFICER

SL:JW

Copied to: City Manager
Deputy City Manager (Turpin)
Director Finance
Chief Information Officer
Director Planning & Building

Burnaby Empty Bowls

A Food First Initiative



January 15, 2015

Blanka Zeinabova
Administrative Officer
Executive Committee of Council
Clerk's Department
Burnaby City Hall
4949 Canada Way
Burnaby B.C. V5G 1M2

Dear Members of the Executive Committee:

On behalf of the 2015 Empty Bowls Committee I would like to make application for a grant for in kind services to cover printing costs up to \$1,500 for the 2015 Empty Bowls Gala event to be held on Wednesday, April 23rd at the Hilton Metrotown Hotel. Printing requirements for this event could include posters, tickets, thank-you cards, bookmarks and banners.

Since 2001, the Burnaby Empty Bowls Project has successfully raised funds in Burnaby to address food security issues for Burnaby children. Empty Bowls was founded in 2000 and a gala event is organized every two years. In 2013 the Empty Bowls project raised close to \$40,000 which was used to fund 21 food security community projects which included children and youth learning how to cook nutritious food, School and community based breakfast programs, and Community Kitchens

The Empty Bowls Project Committee is comprised of representatives from Burnaby-based community organizations, businesses, the Burnaby School District and the City of Burnaby and the Ministry of Children and Family Development.

There are many components that go into making this a successful fundraising event. Accomplished artisans craft unique clay bowls which are gifted to all participants who purchase a ticket. These "empty bowls" symbolize the Project's initiative *to alleviate hunger in Burnaby*. Many local restaurants donate and prepare authentic food samplings for guests to indulge in while they browse through the silent auction items and enjoy an evening of entertainment.

For the 2015 Empty Bowls Gala, we are very pleased that Mayor Derek Corrigan will be the Honorary Chair. Mayor Corrigan has supported Empty Bowls over the years and we are very appreciative of his continued support.

I would be very pleased to provide you with any further information if required. Thank you in advance for your consideration of this request and for your continued support of the Empty Bowls Project.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Andrew Porter', with a large, stylized loop at the beginning.

Andrew Porter, Chair
2015 Empty Bowls Project
C/O #102 4430 Halifax Street
Burnaby BC V5C 5R4

**RICHARD MAJOR ART GROUP
#2401 – 4398 BUCHANAN STREET
BURNABY, B.C. V5C 6R7
(604)298-1432 pat.muss@shaw.ca**

January 21, 2015

**City of Burnaby,
Chair, Executive Committee of Council,
#101 - 4649 Canada Way,
Burnaby, B.C. V5G 1M2**

Dear Council Chair:

On behalf of the Richard Major Art Group, I formally request consideration of a grant from the City of Burnaby for the coming year. We have in the past received \$300.00 and the monies were much appreciated as they enabled us to invite noted artists to demonstrate their skills to our members and to help with the high rent at the Shadbolt Centre for the Arts. We plan to continue inviting artists to help our members with their work.

The group has existed for more than 40 years and the members have participated in the Rhododendron Show and Discovery Day Shows, as well as showing their work at the Deer Lake Gallery, Burnaby Art Gallery, Showcases, Culture Days and other events.

Most of our members are seniors (98%) and because we meet from 10 am to 12 noon on Wednesdays it makes it possible for these seniors to travel to the Shadbolt Centre in the daytime. Participation in the group means learning from each other – sharing and demonstrating artistic skills to others in the group for encouragement and inspiration. The group also provides social interaction to the benefit and the health of all our members.

Thank you for considering this request.

Yours sincerely,



**Patricia Muss,
President,
Richard Major Art Group**

École Alpha Secondary School

4600 Parker Street, Burnaby, BC V5C 3E2 604-664-8535 FAX: 604-664-8541 <http://alpha.sd41.bc.ca>

January 15, 2014

TO WHOM IT MAY CONCERN;

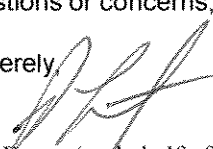
Re: Fundraising in Support of École Alpha Secondary School's Dry Grad 2015

The parents of the Grade 12 graduating class of 2015 are assisting in the organization of the celebration that traditionally follows the formal dinner and dance. The phrase "Dry Grad" implies that alcohol and drugs will **not** be allowed on the premises (enforced by security). All funds raised will be used to cover the cost of music, entertainment and refreshments for approximately 200 students. The entire evening will also be monitored by chaperones consisting of parents and hired security.

In order for us to provide a safe environment for our students, we are asking for your support in providing a donation or perhaps a gift to be used as a door prize. We will recognize your contribution via the School's website (<http://alpha.sd41.bc.ca>) and in the Burnaby Now.

We would like to express our thanks to you in advance for your generous donation. Any assistance you can provide will be greatly appreciated by the future adults of our community. Should you have any questions or concerns, please do not hesitate to contact us.

Sincerely,


Paul Fester (on behalf of the Dry Grad Committee)
Principal École Alpha Secondary School



**PLEASE RETURN THIS FORM WITH YOUR CONTRIBUTION TO: École
Alpha Secondary School, 4600 Parker Street, Burnaby BC V5C 3E2,
Fax; 604-664-8541, E-mail: alphainfo@sd41.bc.ca**

Name of Company / Organization _____

Address _____ City _____ Postal Code _____

Contact _____ Title: _____

Phone No. _____ Fax _____

☐ We would like to pledge \$ _____ Toward DRY AFTER GRAD 2015, a cheque payable to École Alpha Secondary School is enclosed. We would like a tax receipt ☐ Yes ☐ No

☐ Enclosed is my/our donation for the door prize in the form of a gift certificate for a service, i.e. spa treatment, hair salon, auto repair, computer service, etc.

☐ Other: _____

THANK YOU FOR SUPPORTING DRY GRAD 2015





It starts with Scouts.

**Scouts Canada
Pacific Coast
Council**

664 West Broadway
Vancouver BC
V5Z 1G1

T 604.879.5721
T 1.888.726.8876
F 604.879.5725
www.scouts.ca

January 28, 2015

Sid Cleave, Clerk's Department
Executive Committee
City of Burnaby
4949 Canada Way
Burnaby, BC V5G 1M2

Dear Mr. Cleave:

Please accept this letter and accompanying application to the Executive Committee of the City of Burnaby, for grant funding, on behalf of Scouts Canada - Burnaby Area.

Scouts Canada is the country's leading youth organization. For more than 100 years, we have brought a world of adventure, outdoor experience and friendship to 17 million Canadian youth.

Scouts have a lot of fun discovering new things and experiences they wouldn't have elsewhere. Along the way they develop into capable, confident and well-rounded individuals, better prepared for success in the world.

Burnaby's Scout Groups are in an area of the Pacific Coast Council of Scouts Canada, a registered non-profit community based organization.

Over the past 39 years, the City of Burnaby has assisted in supporting our Scouting programs for Beaver Scouts, Cub Scouts, Scouts, Venturer Scouts and Rover Scouts by awarding a Community grant. The City's continuing support to our programs has greatly benefited Scouting. For 2015, Burnaby Area is asking for your support in the form of a **\$6,000 grant**. The request would be used to provide much needed financial assistance to youth who otherwise would not be able to experience the adventure of Scouting. The attached proposal and supporting documents will describe how we would use these funds upon being successful.

Once again please assure the Executive Committee members that the Grant Funds awarded to Burnaby Area will be used solely for Scouting in Burnaby.

Should you or any member of the Committee require further information on this application, please feel free to call me at 604-879-5721 Ext 222.

Thank you for your consideration, I look forward to your reply.

Yours sincerely,

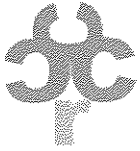
SCOUTS CANADA

Alamin B. Pirani
Executive Director

ENCLOSURES

- List of Burnaby Area Commissioner's Team
- Area Budget 2014-2015
- Pacific Coast Council's Annual Report 2013-2014





Community Centred
College for the Retired
Learn for Fun, Teach for Pleasure

6650 Southoaks Crescent
Burnaby BC V5E 4M7
Ph 604-517-8732
Fax 604-517-8731
e-mail: cccr@telus.net
www.cccrburnaby.org

February 2, 2015

Mayor and Council
City of Burnaby
4949 Canada Way
Burnaby, BC
V5G 1M2

Your Worship and Members of Council:

Grant Application

The City of Burnaby has generously provided a grant to help the Community Centred College for the Retired in past years. We have appreciated your support in the past and hope that the City will continue to assist us financially.

We continue to provide programs in response to interests expressed by our members and the community. We venture into workshops or courses when interests and volunteer instructors become available. Costs to members have been kept low to enable all seniors to take part. All of our instructors volunteer to teach and support seniors in our community.

We are very pleased that the brochure for this spring (enclosed) shows 35 instructors and 57 classes. These classes are in computers, iPad, genealogy, photo handling, languages, piano and ukulele as well as 9 spring workshops.

February 2, 2015

Burnaby currently has a population in excess of 225,000. About one-quarter of that population is over 55. Studies show that acquiring new skills is the best way to keep a mind alert and active. We believe the Community Centred College for the Retired provides a much needed and greatly valued service for seniors

Yours truly,

A handwritten signature in black ink, appearing to read 'R Maierle', with a stylized flourish at the end.

Rennie Maierle
Treasurer

Executive Committee of Council
City of Burnaby

February 10, 2015

Dear Executive Committee of Council,

The Afghan Women's Sewing and Crafts Co-operative is a grass roots, community-based initiative and is an example of marginalized women finding a safe space to participate economically and socially. Members of the cooperative are a diverse group with a wide range of ethnic backgrounds, languages, religions, ages, education, mental and physical ability, marital and social status and rural and urban experiences. In September 2004, several organizations came together to support the development of the sewing group into a co-operative with the City of Burnaby playing an important role in this development.

In March 2010, Council approved the allocation of Room 206 at the Edmonds Neighbourhood Resource Centre (7355 Canada Way) to the Afghan Women's Sewing and Crafts Co-operative. The group has received a 50% lease grant each year and this grant (which is done internally at City Hall – they don't actually receive the money) reduces their rent by 50%. The pre-grant annual lease rate is \$10,851.84 which is reduced by \$5,425.92. With the reduction their monthly rent is \$452.16 plus GST of \$22.61 for a total of \$474.77 per month.

Due to unforeseen financial hardship the Afghan Women's Sewing and Crafts Co-operative is asking for a three month reprieve from the monthly rental costs of \$474.77. This arrangement would last between February 2015-April 2015.

Thank you for your time and consideration,

Najiba Ahmadzai
Afghan Women's Sewing and Craft Co-Operative
604-526-2058

Zeinabova, Blanka

From: Parent, Geraldine
Sent: January 28, 2015 4:20 PM
To: Zeinabova, Blanka
Subject: Letter of support request

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Blanka,

Sherri has just followed up with me regarding this request. I don't have the authority to write a letter of support. Can you advise who can, or what the process might be to get a support letter. The Nikkei Centre deadline for this is January 31.

Please advise.

Geraldine

From: Sherri Kajiwarra [<mailto:skajiwarra@nikkeiplace.org>]
Sent: Friday, January 23, 2015 6:04 PM
To: Parent, Geraldine
Subject: Question for you

Happy New Year Geraldine.

I have a new question for you. In addition to Nikkei Matsuri, we are on deadline for a grant application with Canadian Heritage for a special 2016 Community Anniversaries grant. It's a whole year away, but the grant deadline is Jan 31, 2015 for 2016 anniversaries, and they require a letter of support from our municipal government. Support can be in-kind.

We are planning on telling the story of Japanese Canadians in World War I with commissioned re-enactment performances, a museum exhibition, a book project, and a historical bus tour covering the War Memorial in Stanley Park, Forest Lawn where Nikkei WWI vets are buried, and the Powell Street/Alexander Street neighbourhoods where training took place.

Can you advise me on how we might get a letter of support from the City of Burnaby? Even if it's for example \$5,000 in-kind marketing support, it's acceptable proof of municipal support.

I am happy to give you more information on our anticipated 2016 project. Can I give you a call on Monday or Tuesday?

Thank you,

Sherri

Sherri Kajiwarra
 NNMCC Project Manager
 Nikkei National Museum & Cultural Centre
 6688 Southoaks Crescent, Burnaby BC V5E 4M7
 T 604.777.7000 ext.108 F 604.777.7001
nikkeiplace.org

Zeinabova, Blanka

From: Sherri Kajiwarra <skajiwarra@nikkeiplace.org>
Sent: February 05, 2015 4:34 PM
To: Zeinabova, Blanka
Subject: Re: 2016 project
Attachments: Hokori - Japanese Canadians in the First World War.doc

Hi Blanka, sorry for the delay in responding to your question.

Attached is an overview of our proposed commemorative project for 2016. Our request for in-kind support from the City of Burnaby is because it is a requirement of the main grant we've applied for from Canadian Heritage. We truly appreciate all of the past and ongoing support of the City of Burnaby for our arts & cultural events at the Nikkei National Museum & Cultural Centre and we don't want this ask to jeopardize any other requests we have into your Executive, but this is a very special anniversary.

The in-kind support can be modest. Even for example, \$500 worth of promotional assistance. Putting posters up or leaving our event information cards out (which we would produce/provide), or adding a link to our commemorative events on your social media or website could suffice.

We were invited to submit an application by the Canadian Heritage offices and they have been very enthusiastic about our proposed project. While that is not a guarantee of grant support, we will be disqualified if we can't prove some municipal support.

I am happy to review our budgets and project plan with you in more detail if you have time. I can come to your office or you are welcome to come visit us at the Nikkei National Museum. The Museum is open 6 days/week (closed Mondays). Either myself, or Beth Carter, Museum Director | Curator are here Tues - Friday.

Let me know if I can provide further details.

Best regards,

Sherri Kajiwarra

Sherri Kajiwarra
 NNMCC Project Manager
 Nikkei National Museum & Cultural Centre
 6688 Southoaks Crescent, Burnaby BC V5E 4M7
 T 604.777.7000, ext.108 F 604.777.7001
nikkeiplace.org

Magic Hour As The Sunsets. The artist collective Instant Coffee creates an exhibition from the Nikkei National Museum's Collection. Jan 17 - April 5, 2015 <http://centre.nikkeiplace.org/magic-hour/>

On Wed, Feb 4, 2015 at 11:03 AM, Zeinabova, Blanka <Blanka.Zeinabova@burnaby.ca> wrote:

In 2016, the Nikkei National Museum & Cultural Centre will present *Hokori : Japanese Canadians in the First World War* to commemorate the 100th anniversary of participation in the First World War by Japanese Canadian Soldiers. *Hokori* refers to their pride and desire to fight for Canada. The telling of this little-known slice of Canadian history is a story that is long overdue. Beginning in early 1916, over 200 Japanese Canadian recruits began military training in Vancouver. This was a time when the Japanese in Canada had no right to vote, and yet they felt called to serve the country they identified as their home. On April 19, 1916, the request for the acceptance of a Japanese Canadian battalion was officially declined by the Military Council of Prime Minister Borden. Despite obstacles of racism, refusal, and rebuke, the Japanese Canadian military volunteers persisted and made the effort to travel to Alberta where they were finally able to enlist.

The first volunteer to enlist in Alberta was Iku Kumagawa on May 19, 1916. In the end, 226 soldiers fought in the Japanese Canadian Volunteer Corps. They participated in the major battles of the Somme, Vimy Ridge, Lens, Avion, Hill 70, Passchendaele, Amiens, Arras, Cambrai, Denain, Valenciennes, Mons. Fifty-five were killed or died of their wounds. Only six came home uninjured. Letters from the front describe the exemplary and fearless fighting of all Japanese Canadian units. They won 13 military medals for bravery. Despite demonstrated loyalty to Canada, these veterans were still denied the vote until 1931. As well, during the Second World War, their military service was ignored and they were included in the mass internment of Japanese Canadians.

In this commemoration, we want to tell the story of loyalty, dedication, courage, and commitment to a better Canada from the early community of Japanese in Canada. Our events and activities will include a commemorative ceremony in the spring, a commemorative book project, historical re-enactments, historical walking tours, a museum exhibition, several special events and a commemorative plaque. We wish to recognize May 19, 1916 as the date around which the WWI Japanese Canadian soldiers' war stories revolve. This was a turning point – when the government of Canada refused Japanese Canadian participation as a battalion, the individual volunteers made a commitment to join the military through other means. Their willingness to travel to Alberta to enlist shows the Japanese Canadian volunteers perseverance and commitment to Canada. Our project partners are the Powell Street Festival Society, the Vancouver Cherry Blossom Festival, the Surrey Museum, Tonarigumi, the BC Genealogical Society, the Vancouver Heritage Foundation and the Japanese Canadian Citizens Association.

We proposed the following events to take place throughout 2016:

- A commemorative ceremony and reception at the Japanese Canadian War Memorial in Stanley Park in late April. This will honour the soldiers, their story, and celebrate the beautiful cherry trees that were planted in their honour. Descendents of the soldiers will be invited.

- Bus and walking tours of special sites related to the Japanese Canadian Volunteer Corps, including Powell Street where they trained, Stanley Park, and other key locations around Vancouver.

- Re-enactment performances by professional actors of key figures in the Japanese Canadian community – including Zennosuke Inouye, Masumi Mitsui, Yasushi Yamazaki, Kumakichi Oura.

- Mini-exhibit, walking tours, performances will take place during the Powell Street Festival in August. Preparation of a book telling the stories of the 226 Japanese Canadian volunteers, with several essays outlining the context of their involvement. Book launch in October 2016.

- Museum exhibit at the Nikkei National Museum to highlight the Japanese Canadian community and their involvement in 2016. This will open in October 2016.

Special programs, including a panel discussion, writing workshop and gallery tours/presentations will take place in the fall/winter of 2016.



CITY OF BURNABY
OFFICE OF THE MAYOR
DEREK R. CORRIGAN
MAYOR

January 30, 2015

To whom it may concern,

The City of Burnaby has a long history of supporting the efforts of the Nikkei National Museum & Cultural Centre. Notably, in March 2014, the City issued a Large Scale Event grant over \$23,000 to the Museum and Cultural Centre to support the Nikkei Place Matsuri Family Festival.

The City is excited at the prospect of a 2016 Community Anniversary featuring the story of Japanese Canadians in World War I. Our understanding is there will be commissioned re-enactment performances, a museum exhibition, a book project, and a historical bus tour covering the War Memorial in Stanley Park, Forest Lawn where Nikkei WWI vets are buried, and the Powell Street/Alexander Street neighbourhoods where training took place.

Thank you for your consideration of support for this project.

Sincerely,

A handwritten signature in cursive script that reads "Derek Corrigan".
Derek Corrigan

MAYOR

Zeinabova, Blanka

Subject: FW: Grant application - Maple Leaf Singers
Attachments: Burnaby 2014 AD.pdf; ATT00001.htm; MLS 2015_Leaflet_WEB.pdf; ATT00002.htm

From: Keith Parker [<mailto:keithparker@shaw.ca>]
Sent: February-10-15 10:59 AM
To: Nielsen, Therese
Cc: Axford, Lynne
Subject: Grant application - Maple Leaf Singers

Attached is our eLeaflet, with show dates and location. **We would like to offer two comp tickets to our Saturday, May 30 - 7:30pm show.** Let me know if interested.

To the Executive Committee of Council,
 The Maple Leaf Singers would like to request support of the city of Burnaby with a grant. We would like our request to appear on the March agenda. We are looking for the same support you generously provided last year, and previous years - by purchasing advertisement in our show programme.

Begin forwarded message:

From: Keith Parker <keithparker@shaw.ca>
Subject: Re: Grant application - Maple Leaf Singers
Date: February 12, 2014 at 9:35:14 AM PST
To: "Nielsen, Therese" <Therese.Nielsen@burnaby.ca>

Yes, a cheque made out to: Maple Leaf Singers
 c/o Keith Parker
 6166 Clinton Street
 Burnaby V5J2M7



The Maple Leaf Singers

present

TOUCH THE SKY

We all search for happiness.

Find it in the music of **Touch the Sky**,
the **Maple Leaf Singers'** upbeat tribute to
happiness, freedom, and the exuberance of life.

On May 30 and 31, wrap yourself in music that
sets your heart soaring with the eagles above
Vancouver clouds! Remember the fun of
Elton John's *Crocodile Rock* and *The Lion King*.
Find your rhythm with *Swing's the Thing* and
Swingin' with the Saints. Savour life's plea-
sures with *My Favorite Things* and *Simple Gifts*.
Or drink in a happiness cocktail of recent hit
Happy, classic *Zip-A-Dee-Doo-Dah*, infectious
We Need a Little Christmas (even in May!),
The Everly Brothers best bebop and more.

The Maple Leaf Singers' energy and uplifting
repertoire will leave you young at heart and
light in step. Invite family and friends;
give tickets as gifts.

It's a show that shouldn't be missed!

Special Group Pricing:
Receive one free ticket for
every ten ordered.
Please contact the numbers on
the front of this leaflet.

Advance Club Pricing:
Please contact the numbers on
the front of this leaflet.



TICKET CENTRE

604.521.5050

MASSEYTHEATRE.COM

735 EIGHTH AVENUE



NEW WESTMINSTER

 facebook.com/mapleleafsingers

 twitter.com/MapleLeafSinger

 youtube.com/MapleLeafSingers

 mapleleafsingers.com
information@mapleleafsingers.com



The Maple Leaf Singers

2015

It's not a
concert,
it's a
SHOW!



Sat. May 30 • Sun. May 31

7:30 pm

2:00 pm

General Admission \$20
Children (12 and under) \$10
(plus Massey service charges)

Massey
THEATRE

Special Group and Advance Club pricing, call:

604.985.1489 or 604.520.3337

Example of Ad 2014

Example of 2014 AD

8.(h)

*Congratulations
Maple Leaf Fingers*



CITY OF BURNABY
OFFICE OF THE MAYOR

**COUNCILLOR
PIETRO CALEDINO**

**COUNCILLOR
RICHARD CHANG**

**COUNCILLOR
DAN JOHNSTON**

**COUNCILLOR
SAV DHALIWAL**

**COUNCILLOR
NICK VOLKOW**

**MAYOR
DEREK CORRIGAN**

**COUNCILLOR
COLLEEN JORDAN**

**COUNCILLOR
ANNE KANG**

**COUNCILLOR
PAUL MCDONELL**

1/2 page 4.5x3.5

February 11th 2015

Mayor and Council
c/o Office of the City Clerk
4949 Canada Way
Burnaby, BC V5G 1M2

Dear Mayor and Council,

My name is Sarah Filgate, and this August I will be competing in the Miss Canada Globe Pageant. Although this is my first pageant, I am more than confident that I will make myself and our beautiful city of Burnaby very proud.

Not only do I see this as a lifetime opportunity where I will get an exposure to different cultures, which will surely benefit me. I also see this profiting Burnaby considering all the media coverage that this event has to offer. If I gain the support of Mayor and Council, I will make it my main goal to make appearances regularly in order to help promote our city nationally.

This pageant will be held in the month of August 2015, and I would really appreciate if the Mayor and Council could help me by sponsoring my entrance fee, which comes to around \$3,000; although, I will need to fund raise approximately \$4,500 in total. I am requesting other potential sponsors to help me in my goal as well. After my return from the pageant in August, I am planning to hold a small event to thank my sponsors and share my experiences with them.

A participation form has been attached to this email, along with a photo of me. If you would like more information, you are free to contact me at my residence on 604-355-0246. Your sponsorship would greatly help me in my attempts to represent Burnaby on a national and international stage.

Thank you for your support in advance.

Respectfully,



Sarah Filgate
Miss Canada Globe Delegate
sarah.filgate@gmail.com

4251 Albert St.
Burnaby B.C.,
V5C 2E7



Miss Canada Globe
PRODUCTIONS
"The Symbol of True Canadian Beauty!"

2/3/2015

CONFIRMATION OF DELEGATE PARTICIPATION

Miss Canada Globe 2015 * Miss Teen Canada Globe * Miss Canada Petite

Sarah Katharine-Lynn Filgate

4251 Albert, Burnaby BC V5C 2E7

Dear Ms. Sarah Katharine-Lynn Filgate,

On behalf of all of us at **MCG Productions**, producers of **MISS CANADA GLOBE PAGEANTS**, we are delighted to welcome you as a Finalist for 2015!

We are delighted to have you on board with us for our 2015 event. We promise an exciting, dynamic and enjoyable time in Toronto that we hope you will remember for years to come.

As the official representative of your community at the Miss Canada Globe 2015 Pageants, you would need the following:

- Evening Gown(s)
- Airfare or Train Fare
- Cosmetics
- Jewelry & Accessories

Should you wish to acquire sponsorship for wardrobe, gifts for your fellow delegates or other services, this letter will confirm your status as a Finalist for 2015. **PLEASE FEEL FREE TO USE THIS LETTER OF WELCOME AS AN OFFICIAL STATEMENT OF YOUR PARTICIPATION IN OUR 2015 PAGEANT**

You are welcome to inform anyone you approach for sponsorship, that their name and/or business will be recognized in our internationally-distributed souvenir program brochure, for cash sponsorship.

Congratulations and all the best!

Sincerely yours,

Mias Santa Ana Pilar

Executive Officer

Miss Canada Globe Productions

1215 St. Clair Ave. W. Unit #5

Phone 647-342-5178

Email: info@misscanada.tv



Miss Canada Globe
PRODUCTIONS
"The Symbol of True Canadian Beauty!"

MCGP is extremely grateful for the continued support and generosity of sponsors and advertisers across Canada. Your contribution goes a long way towards helping to change the lives of many young women across this country.

Your advertisement in the souvenir program book will be distributed **locally** and **internationally**; and to all applicants/delegates of the following pageant. A reach of potentially THOUSANDS!!

For your contribution to our delegates the following ads will be placed in our 2015 Program Book

PROGRAM BOOK AD FOR SPONSORS

SPONSORSHIP	AD SIZE	DIMENSIONS	
\$3000	Full page	8 w x 10¾ h	(including bleed)
\$1500	Half page	8 w x 5 h	(including bleed)
\$750	Quarter page	3 ¾ w x 4 ¾ h	(including bleed)
\$350-\$749	Logo only	.875 inches	
< \$350	Name Listing		

ADVERTISING FILE FORMATS AND SIZING

This year's program book will be **8 inches (WIDE) X 10 inches (HIGH)**

Format: Preferably in Adobe Acrobat Reader (.pdf), Illustrator (.ai), Photoshop (.psd), or JPEG or BMP.

Resolution: 300 dpi

Full page ad size: 8 inches width X 10 inches height (add 0.125" both sides for bleed)

Half page ad: 7 ¾ inches width X 3.75 inches height (add 0.125" both sides for bleed)

Quarter page ad: 3 ½ inches X 4 inches (add 0.125" both sides for bleed)

**Bleed is a printing term that refers to printing that goes to the edge of the sheet after trimming. Bleeds generally are 0.125 inches from where the cut is to be made. Advertisers are responsible for providing us with their finished AD.*

DEADLINE FOR SUBMITTING ADS IS NO LATER THAN July 15th, 2015

if you miss this deadline, your ad will not be included in the program book



B.C. ABORIGINAL NETWORK ON DISABILITY SOCIETY

"To Promote the betterment of Aboriginal People with Disabilities"

1179 Kosapsum Crescent, Victoria, B.C. V9A 7K7 Tel/TTY: (250) 381-7303 • Fax: (250) 381-7312
National Toll-Free/TTY: 1-888-815-5511 • Website: www.bcands.bc.ca

Burnaby City Council
Burnaby, British Columbia

February 6th, 2015

Re: "BC Without Barriers"

Dear Mayor Corrigan and Council,

Honourary Patrons:

Chief Andy Thomas
Esquimalt Nation

Late George Watts
Tseshah First Nation

Chief Simon Lucas
Hesquot Nation

Grand Chief Ed John
WAZ'En Nation

Rick Hansen
C.C. OBC

Diana Fowler LeBlanc
C.C. B.S.W., D.U.

Her Honour
The Honourable
Judith Guichon, OBC
Lieutenant Governor of B.C.

I hope this letter finds you well. My name is Neil Belanger and I am the Executive Director of the British Columbia Aboriginal Network on Disability Society (BCANDS), which is an award winning, provincial Aboriginal disability and health organization.

BCANDS disability services are provided across British Columbia and available to Aboriginal individuals and families living with a disability, regardless of age, location, disability type or disability related need(s). I am contacting you today to request your community's support and participation in a new Society initiative:

"BC Without Barriers – Assisting Aboriginal Individuals and Families Living with a Disability in British Columbia"

As you may be aware, the Aboriginal (First Nation, Métis, Inuit) population of British Columbia is the second highest in Canada, with British Columbia enjoying the highest number of First Nation communities within the Nation. In 2011 according to the National Household Survey, over 232,000 individuals residing within British Columbia identified as being Aboriginal.¹

As reported by Employment and Social Development Canada in 2011, "The disability rate among Canadian Aboriginal people is higher than the overall disability rate. Regardless of age, Aboriginal Canadians are more likely to have disabilities than Canadians who are not Aboriginal".²

In 2012, 13.7% of Canadians reported living with a disability. Research has shown that 30% of Aboriginal adults report living with a disability and that Aboriginal adults, aged 15 to 34, have a disability rate that is three times the national rate for the same age group.³

Knowing this, we can conservatively estimate that within British Columbia there are over 50,000 Aboriginal persons who live with a disability.

It is additionally known that Aboriginal people, racialized communities and persons living with disabilities all continue to face higher barriers as it relates to economic inclusion (lower employment rates / living in poverty) which in turn, is correlated to decreased overall well-being, lower educational attainment rates and lower levels of social inclusion.

¹ <http://www.bcands.bc.ca/wp-content/uploads/2013/04/1379439050619>
² <http://www.ec.gc.ca/cnd-disability/eng/56d0a1c0-2913-4b30-b011-b8c000110000>
³ <http://www.ccdonline.ca/en/socialpolicy/poverty/citizenship/income-security-reform/annex/see/appendix-c>

Understanding these factors, we see that the disabled Aboriginal population of British Columbia represent a marginalized population within an already marginalized population and have become the “invisible members” within the provinces disability sector, with minimal understanding of the difficulties, limited resources and the jurisdictional and mandate issues that are experienced by this important segment of our population.

Our Society is continually examining ways to bring awareness to the work that we do and to the needs of those we serve. As with many not-for-profit organizations, we are challenged daily in our work due to increased service requests, limited resources and increased competition for available resources from other very worthwhile and important service organizations that work within the province’s not-for-profit sector.

As such, to raise awareness and to solicit support for our work and for our clients, we have developed the “BC Without Barriers” campaign, which we are hopeful your community will consider supporting both initially and on an ongoing basis.

We are requesting your support of this initiative through your community’s donation of \$200 to the British Columbia Aboriginal Network on Disability Society. All donations received will be utilized to assist in the provision of current and expanded disability related support services for Aboriginal individuals and families living with a disability within British Columbia.

Each community supporting this initiative will be issued an official tax receipt (Charity # 896694098RR0001) and will have their support highlighted on the BCANDS website, through the BCANDS Facebook Page and on the Society’s Twitter Account, as well as being issued a certificate of appreciation from the Society for your support. It is our hope to gain annual support from communities, organizations and individuals from across British Columbia, both Aboriginal and non, and illustrate across Canada and beyond, British Columbia’s solidarity and commitment to the success and well-being of these very important members of our communities.

Additionally, should you chose to support this initiative, we would request that you email a short video clip from your organization saying “**(Your community’s name) supports BC without Barriers..... join us**” Please be as creative as you wish with the message, involving as many people as you want, but we would request that you keep it the total length of the video under 50 MB, due to the limitations of our website. Your video can be sent to my attention at exdir@bcands.bc.ca and will be posted on our website.

In closing, I would like to thank you for your time and attention to our request and hopefully your community’s support of this very worthwhile and important initiative. Your community’s donation / support can be sent to:

BC Without Barriers - BCANDS

Attention: Finance Manager
1179 Kosapsum Crescent
Victoria, British Columbia – V9A 7K7

Should you require further information or clarity, please do not hesitate to contact my office. Information on our Society and our work can be viewed at www.bcands.bc.ca.

Respectfully,



Neil Belanger
Executive Director - *British Columbia Aboriginal Network On Disability Society*
exdir@bcands.bc.ca
(250) 381 7303 ext. 208

TABLED MATTER
Executive Committee of Council
2015 February 19

Item 5 (f) – NEW APPLICATIONS
Executive Committee of Council Open Meeting
held on 2015 January 20

(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

MOVED BY COUNCILLOR JOHNSTON:
SECONDED BY COUNCILLOR McDONELL:

“THAT this grant request be now TABLED.”

CARRIED UNANIMOUSLY

This grant request was tabled in order for staff to provide more information on the event.

Response from the Planning and Building Department

(Mark Sloat)

The Rivershed Society of BC is not a regular participant at Burnaby Rivers Day events. They have sometimes been invited but usually don't participate in our event, at least in the last 10 years. That being said, I spoke with Mark Angelo and he noted that the Rivershed Society of BC has always been a fantastic supporter of BC Rivers Day and World Rivers, but at a broader level. I suppose they may not have the capability to be an exhibitor at a specific event, but are able to support Rivers Day in different ways.

For what it's worth, the swim down the Fraser River by Fin Donnelly 20 years ago was a significant event in BC's river conservation history. I certainly remember it. I think it would be a worthy event to support. Their schedule suggests they will be in Burnaby on the Friday before our Rivers Day event, which is on Sunday. There might be some ways to cross promote these events.

Response from the Rivershed Society of BC

(Christa Montpetit)

Please see the attached list of communities that have been contacted. At this point, we have submitted a full proposal (at their request) to the City of New Westminster and we are waiting to hear back regarding the level of commitment they intend to provide. We will also be scheduling a meeting with two Vancouver Councillors that we have been referred to by the Mayor. The City of Coquitlam has also asked us to submit a full proposal. If you like, I can update you when we hear back. On the day we are proposing in New West, we will be working with the Fraser River Discovery Centre. They have an annual event that runs the entire weekend and we are proposing to be the kick off on the Thursday evening (5:00pm – 9:00pm).

This is not (has not) been a yearly event. Fin Donnelly did his first swim in 1995 and his last swim in 2000.

I have contacted Peggy McMillan in the Parks Department and she was extremely helpful. I am in the process of putting a package together for her based on the requirements as listed in their application.

I had a brief chat with Fin and he confirmed that not only has he attended the Rivers Day event in Burnaby as a spectator but that he has also been a speaker at the event as well (I don't know the dates). The Rivershed Society of BC has also participated in the past with a booth display.

With respect to the festival booths and activities, families and school children will be invited to come and join the musical performer's Up Your Watershed!; where possible we would like to have a salmon BBQ; in addition to the speeches we will welcome the swimmers when they reach this stop; educational displays and informative booths will be set up by local environmentalists and conservation groups, First Nations and local community organizations (we have not confirmed anyone at this point but I can keep you informed as we confirm commitment). We would like to have First Nations groups provide ceremonial drumming, dance and sing along, which will have a strong focus on the youth component.

As we are in the prelim organizing stage I apologize that I cannot confirm community groups/businesses/governments/environmentalists etc., that we have on board but I am hoping this all comes together very soon as I hate to say it but September will be here before we know it!

Rivershed Society of BC's
20th Anniversary
Fraser River Swim Relay
Headwaters to Sea

August 25th - September 27th 2015

Draft Itinerary (04/01/15)

<u>Day #</u>	<u>Day</u>	<u>Date</u>	<u>Community Festival</u>
1	Tuesday	August 25th	Mnt Robson
2	Wednesday	August 26th	Dunster
3	Thursday	August 27th	McBride
12	Saturday	September 5th	Prince George
14	Monday	September 7th	Quesnel
15	Tuesday	September 8th	Xat'sull Heritage Site
16	Wednesday	September 9th	Williams Lake
20	Sunday	September 13th	Lillooet
22	Tuesday	September 15th	Lytton
23	Wednesday	September 16th	Yale
24	Thursday	September 17th	Hope
25	Friday	September 18th	Agassiz
26	Saturday	September 19th	Chilliwack
28	Monday	September 21st	Mission
29	Tuesday	September 22nd	Pitt Meadows
30	Wednesday	September 23rd	Coquitlam
31	Thursday	September 24th	New Westminster
32	Friday	September 25th	Burnaby
33	Saturday	September 26th	Jericho
34	Sunday	September 27th	VANCOUVER <i>World Rivers Day</i>

Communities not in bold may be media only events

**Itinerary subject to change - please confirm community festival date with FRSR organizers closer to the event