

## **EXECUTIVE COMMITTEE OF COUNCIL**

NOTICE OF OPEN MEETING

DATE: THURSDAY, 2017 JANUARY 26

TIME: 5:00 PM

PLACE: Council Committee Room, Main Floor, City Hall

## AGENDA

1. <u>CALL TO ORDER</u> <u>PAGE</u>

## 2. MINUTES

(a) Minutes of the Executive Committee of Council Open meeting held on 2016 December 07

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- 3. <u>2017 FESTIVALS BURNABY GRANTS AUTHORIZED</u> <u>ANNUAL BUDGET - \$250,000</u>
- 4. NEW APPLICATIONS FESTIVALS BURNABY

#### **Neighbourhood Events**

(a) #17-N-001 - Scandinavian Cultural Society
Leif Erikson Day Festival

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An application was received from the Scandinavian Cultural Society for the Leif Erikson Day Festival to be held on 2017 September 30 to October 1 at the Scandinavian Cultural Centre. The festival will feature Finland as the country of focus showcasing its history, current endeavours and the contributions made to Canada by its immigrants. Other components of the festival include presentations, music and folk dance performances, craft workshops, photography and art displays, film screenings, cultural foods and children's activities.

Request: \$2,000 CPA: 2016 - \$2,500 (Neighbourhood Grant)

2015 - \$2,500 (Neighbourhood Grant)

2014 - No Application

## (b) #17-N-004 - South Burnaby Lawn Bowls Club

9

Centennial Celebrations

An application was received from the South Burnaby Lawn Bowls Club for their Centennial Celebrations to be held 2017 February to July at their Clubhouse at Kingsway and Inman. The club celebrations include a member luncheon, an official opening luncheon and two celebrations related to Canada's 150.

Request: \$6,000 CPA: 2016 - No Application

2015 - No Application 2014 - No Application

### **Small Scale Events**

## (a) #17-S-004 - Vancouver Cantonese Opera

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Reunion of a White Hare

An application was received from the Vancouver Cantonese Opera for the performance of the Reunion of a White Hare to be held on 2017 July 22 at the Michael J. Fox Theatre. Cantonese opera is a unique combination of performing arts including singing, dancing, acting, miming and acrobatic movements. The Reunion of a White Hare by Tong Dik San is a challenging musical that eulogizes the theme of love and devotion. Three international and renowned Cantonese opera performers from Hong Kong and Seattle have been invited to participate with the local professional Cantonese artists for this performance.

Request: \$8,000 CPA: 2016 - \$3,500 (Neighbourhood Grant)

2015 - \$3,500 (Small Scale Grant) 2014 - \$5,000 (Small Scale Grant)

#### **Large Scale Events**

#### (a) #17-L-003 - Ocean Canada Inc.

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Kariktan Festival

An application was received from Ocean Canada Inc. for the Kariktan Festival to be held on 2017 August 27 at the Central Park Triangle Playing Fields at Patterson and Kingsway. The one day festival will showcase multicultural, ethnic and traditional culture and arts including dance, music and cuisine in celebration of Burnaby's 125th anniversary. The Festival goals include promoting unity, showcasing pride and the various traditions of Ethnic communities, and delivering a high impact family oriented festival.

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Request: \$25,000 CPA: 2016 - No Application

> 2015 - No Application 2014 - No Application

#### 5. 2017 PROGRESSIVE LIST OF GRANTS AUTHORIZED ANNUAL BUDGET - \$159,340

#### **NEW APPLICATIONS** 6.

#### #17.01.p - Burnaby Hospice Society (a)

Hike for Hospice Burnaby

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 15th annual Hike for Hospice Burnaby to be held on 2017 May 07 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.

\$1,500 in-kind CPA: 2016 - \$1.500 (in-kind printing) Request:

2015 - \$1,500 (in-kind printing) printing

2014 - \$1,500 (in-kind printing)

#### (b) #17.02.p - The Society to End Homelessness in Burnaby Coldest Night of the Year

An application was received from the Society to End Homelessness in Burnaby requesting an in-kind grant for printing two banners – one for the Society, to raise the awareness of homelessness in Burnaby and services provided to citizens living in extreme poverty and homelessness, and one for the first annual Coldest Night of the Year Walk to be held on 2017 February 25. The Coldest Night of the Year event is a fun, family-friendly fundraiser to raise money in support and provide services for Burnaby's homeless citizens.

Request: \$520 in-kind CPA: 2016 - No Application 2015 - No Application printing

2014 - No Application

#### #17.03. - BullyingCanada Inc. (c)

Programming Support

An application was received from BullyingCanada Inc. requesting a grant to assist with the cost of services and programs provided by the organization for 2017. Programs and services include: national 24/7 telephone support network, and youth voices speaking program, and workshops.

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Request: \$5,000 CPA: 2016 - No Application

2015 - No Application 2014 - No Application

## (d) #17.04. - Moscrop Secondary School Dry Grad 2017

19

An application was received from Moscrop Secondary School requesting a grant in support of their Dry Grad event for 2017.

Request: Unspecified CPA: 2016 - No Application

2015 - No Application 2014 - No Application

## (e) #17.05. - Sandra's Closet, LLC

systems.

20

Clothing for Communities

An application was received from Ms. Sandra Allen, Owner of Sandra's Closet, LLC seeking a grant to assist with the business operations financial to open Sandra's Closet in British Columbia. Sandra's Closet, LLC is a community-based program that helps low and moderate-income individuals and families, as well as providing clothing for its communities.

Request: Unspecified CPA: 2016 - No Application

2015 - No Application 2014 - No Application

## (f) #17.06. - Stoney Creek Environment Committee Bee Pollinator Awareness Project

22

An application was received from the Stoney Creek Environment Committee seeking a grant to assist with the cost of a Bee Pollinator Awareness Project at the upcoming Great Salmon Send-Off to be held on 2017 May 13. The purpose of the project is to educate the public regarding the issue of the lack of bee habitat and the important role bees play in our ecosystems and food

Request: \$500 CPA: 2016 - No Application

2015 - No Application 2014 - No Application

#### (g) #17.07.p - Rotary Club of Burnaby Metrotown 2017 Wine. Food and Music Festival

27

An application was received from Rotary Club of Burnaby Metrotown requesting a grant in support of the 2017 Wine, Food and Music Festival scheduled to take place on 2017 April 22 at the Nikkei National Museum and Cultural Centre. Proceeds raised support the charitable work in Burnaby, as

well as contributing funds to build an outdoor fitness circuit at Fraser

Foreshore Park.

\$3.000 in-kind CPA: 2016 - \$2.500 (in-kind printing) Request:

> 2015 - \$2,500 (in-kind printing) printing

2014 - \$2,000 (in-kind printing)

#### (h) #17.08. - Burnaby Community Services

29

Core Programs and Publications

An application was received from Burnaby Community Services requesting a grant to assist with the cost of services and programs provided by the Society for 2017. Programs and services include: the Burnaby Camping Bureau (\$6,000), various publications (\$9,000), Seniors Transportation (\$8,000), the Burnaby Christmas Bureau (\$5,000).

\$28,000 CPA: 2016 - \$28.000 Request:

> 2015 - \$28,000 2014 - \$28,000

#### (i) #17.09.p - Burnaby Community Services

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Various Publications

An application was received from Burnaby Community Services requesting an in-kind grant to assist with the printing cost of various publications provided by the Society. These publications include: Seniors Outreach Cards in multiple languages (\$2,500), Ready, Set, Learn brochures (\$3,250), and Community Outreach Cards (\$2,000).

Request: \$7,750 in-kind CPA: 2016 - No Application

> 2015 - No Application printing

2014 - No Application

#### (j) #17.10. - Burnaby Community Services

34

Burnaby Recreation Credit Program (2017 and 2016 Supplemental)

An application was received from Burnaby Community Services requesting a grant to assist with the fixed costs (\$17,000) of administering the Burnaby Parks, Recreation and Cultural Services Recreation Credit Program for 2017, as well as a supplemental balance of \$7,912 for 2016. 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: \$24,912 CPA: 2016 - \$17,000

2015 - \$17,000

2015 - \$8,720 Supplemental Grant

2014 - \$17,000

2014 - \$9,260 Supplemental Grant

- 7. <u>NEW BUSINESS</u>
- 8. **INQUIRIES**
- 9. ADJOURNMENT



## **EXECUTIVE COMMITTEE OF COUNCIL**

### <u>MINUTES</u>

An Open meeting of the Executive Committee of Council was held in the Clerk's Committee Room, City Hall, 4949 Canada Way, Burnaby, B.C. on Wednesday, **2016 December 07** at 3:00 p.m.

## 1. CALL TO ORDER

PRESENT: Councillor Sav Dhaliwal, Chair

Councillor Paul McDonell, Vice Chair Councillor Dan Johnston, Member

STAFF: Mr. Lambert Chu, City Manager

Ms. Geraldine Parent, Arts Services Manager Ms. Blanka Zeinabova, Administrative Officer Ms. Nikolina Vracar, Administrative Officer

The Chair called the Open meeting to order at 3:06 p.m.

## 2. MINUTES

(a) Minutes of the Executive Committee of Council
Open meeting held on 2016 November 15

MOVED BY COUNCILLOR JOHNSTON
SECONDED BY COUNCILLOR MCDONELL

THAT the minutes of the Executive Committee of Council Open meeting held on 2016 November 15 be adopted.

CARRIED UNANIMOUSLY

## 3. <u>DELEGATION</u>

MOVED BY COUNCILLOR JOHNSTON
SECONDED BY COUNCILLOR MCDONELL

THAT the delegation be heard.

CARRIED UNANIMOUSLY

(a) Rey Calinisan

Re: Kariktan Festival

**Speakers:** Rey Calinisan & Ms. Sarrah Mae Calinisan

Mr. Rey Calinisan appeared before the Committee proposing Kariktan Festival in conjunction with the celebration of Burnaby's 125<sup>th</sup> anniversary next year.

Ms. Sarrah Mae Calinisan advised that Kariktan Festival will be a family-oriented event, promoting community pride and unity amongst diversified cultures through a showcase of different ethnic costumes, traditions and talents, highlighting their background and ingenuity. This will be accomplished through a colourful, fun-filled street parade and costume display.

The speaker advised that the festival is planned for 2017 August 27 at Swangard Stadium. The festival would start in the morning with a street parade (lasting about an hour to an hour and half) from the Metrotown parking lot using the south lane of Kingsway, and ending up at the stadium. The celebrations will continue until approximately 6 p.m.

In conclusion, the delegation requested the City's assistance with endorsement, partnership, and a street closure.

The Chair thanked the delegation for their informative presentation, and encouraged them to submit their official Festivals Burnaby grant application by the 2017 March 15 deadline.

## 4. FESTIVALS BURNABY GRANTS APPROVED - \$81,500

## 5. <u>NEW APPLICATIONS - FESTIVALS BURNABY</u>

MOVED BY COUNCILLOR JOHNSTON
SECONDED BY COUNCILLOR MCDONELL

THAT the New Applications - Festivals Burnaby be received.

CARRIED UNANIMOUSLY

## **Neighbourhood Events**

(a) #17-N-003 - Rotary Club of Burnaby Rotary Gravity Grand Prix 2017

An application was received from the Rotary Club of Burnaby for the Rotary Gravity Grand Prix 2017 to be held on 2017 June 10 on Sperling Avenue around Deer Lake Park. This is a one day community event featuring soap

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box derby races, family activities, entertainment, concessions and community displays.

Request: \$4,000 CPA: 2016 - No Application

2015 - No Application 2014 - No Application

## MOVED BY COUNCILLOR JOHNSTON SECONDED BY COUNCILLOR MCDONELL

THAT this grant request be denied.

CARRIED UNANIMOUSLY

### **Small Scale Events**

# (a) #17-S-003 - National Congress of Black Women Foundation Black History Month

An application was received from the National Congress of Black Women Foundation (NCBWF) for Black History Month programming. The 2017 programming includes three events: a free full day children's event on BC Family Day, bringing the rhythms of Africa and the Caribbean to life, with traditional storytelling, interactive history and games, music, food and fashion; a full day youth symposium for high school students on the theme of social justice; and a closing event celebrating 35 years of the NCBWF in BC with an evening celebration of arts and music, and a tribute to BC African Canadians in politics.

Request: \$7,000 CPA: 2016 - \$7,000 (Small Scale Grant)

2015 - \$7,000 (Small Scale Grant) 2014 - \$7,000 (Small Scale Grant)

## MOVED BY COUNCILLOR SECONDED BY COUNCILLOR

THAT a *Festivals Burnaby* grant – *Small Scale Event* in the amount of \$5,000 be awarded to the National Congress of Black Women Foundation for Black History Month.

CARRIED UNANIMOUSLY

## 6. PROGRESSIVE LIST OF GRANTS APPROVED - \$188,332

## 7. **NEW APPLICATIONS**

# MOVED BY COUNCILLOR JOHNSTON SECONDED BY COUNCILLOR MCDONELL

THAT the New Application be received.

CARRIED UNANIMOUSLY

### (a) #16.45. - AIESEC SFU

Coastal Conference 2017

An application was received from AIESEC SFU requesting a grant to assist with the costs of organizing the Coastal Conference 2017 to be held 2017 February 17 – 19 in Richmond. This three-day annual conference gathers the local AIESEC committees at SFU, UBC and UVic for a weekend of professional and personal development.

Request: \$700 CPA: 2015 - No Application

2014 - No Application 2013 - No Application

# MOVED BY COUNCILLOR MCDONELL SECONDED BY COUNCILLOR JOHNSTON

THAT this grant request be denied.

CARRIED UNANIMOUSLY

#### 8. TABLED MATTER

(a) #16.34. - Big Sisters of BC Lower Mainland
Mentoring Programs
(Tabled 2016 November 15)

An application was received from Big Sisters of BC Lower Mainland requesting a grant in support of mentoring services provided by the organization to girls in Burnaby for 2016.

Request: \$12,000 CPA: 2015 - \$4,000

2014 - \$4,000 2013 - \$4,000

# MOVED BY COUNCILLOR JOHNSTON SECONDED BY COUNCILLOR DHALIWAL

THAT this grant request be now TABLED.

#### **CARRIED UNANIMOUSLY**

This grant request was **TABLED** to the 2016 December 7<sup>th</sup> meeting to allow the Committee members a further opportunity to review the matter.

## MOVED BY COUNCILLOR MCDONELL SECONDED BY COUNCILLOR JOHNSTON

THAT this item be now **LIFTED** from the table.

CARRIED UNANIMOUSLY

## MOVED BY COUNCILLOR MCDONELL SECONDED BY COUNCILLOR JOHNSTON

THAT a grant in the amount of \$5,000 be awarded to Big Sisters of BC Lower Mainland to support mentoring services provided by the organization to girls in Burnaby for 2016.

CARRIED UNANIMOUSLY

The Committee requested the organization's audited financial statements/annual budget be submitted in the future.

## 9. <u>NEW BUSINESS</u>

## South Burnaby Lawn Bowls Club

Staff advised that the South Burnaby Lawn Bowls Club submitted a Neighbourhood Festivals grant request seeking \$6,000 for four events to be held from 2017 February 25 to July 2.

It was noted that this grant application did not meet the Festivals Burnaby criteria for awarding grants.

Arising from discussion, the following motion was introduced:

# MOVED BY COUNCILLOR JOHNSTON SECONDED BY COUNCILLOR MCDONELL

THAT this matter be **REFERRED** to staff for a report.

CARRIED UNANIMOUSLY

## 10. <u>INQUIRIES</u>

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

## 11. ADJOURNMENT

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT this Open Committee meeting do now adjourn.

CARRIED UNANIMOUSLY

The Committee meeting adjourned at 4:20 p.m.

Blanka Zeinabova Councillor Sav Dhaliwal Chair



Meeting 2017 Jan 26

#### **COMMITTEE REPORT**

TO:

CHAIR AND MEMBERS

DATE:

2017 Jan 03

EXECUTIVE COMMITTEE OF COUNCIL

FROM:

**DIRECTOR PARKS, RECREATION &** 

FILE:

02410-20

**CULTURAL SERVICES** 

SUBJECT:

FESTIVALS BURNABY PROGRAM - NEIGHBOURHOOD EVENT

17-N-001 SCANDINAVIAN CULTURAL SOCIETY

**PURPOSE:** Grant Approval Request

#### RECOMMENDATION:

1. THAT the Festivals Burnaby grant request from the Scandinavian Cultural Society for the Leif Erikson Day Festival 2017 September 30 to October 1 be received.

#### REPORT

Festivals and Special Events:

Neighbourhood Event

Grant File 17-N-001:

Scandinavian Cultural Society

Application Received:

2016 December 20

Project Budget:

\$5,350

**Project Request:** 

\$2,000

Previous Support: 2016 Neighbourhood Festivals Burnaby Grant \$2,500 2015 Neighbourhood Festivals Burnaby Grant \$2,500

An application request for \$2,000 has been received from the Scandinavian Cultural Society for the Leif Erikson Day Festival 2017 September 30 to October 1 at the Scandinavian Cultural Centre. The 2017 festival will feature Finland as the country of focus showcasing its history, current endeavours and the contributions made to Canada by its immigrants. Other components of the festival include presentations, music and folk dance performances, craft workshops, photography and art displays, film screenings, cultural foods and children's activities.

4.(a)

To: Executive Committee of Council

From: Director Parks, Recreation & Cultural Services
Re: Festivals Burnaby Program - Neighbourhood

Event

2017 Jan 03 ...... Page 2

The Scandinavian Cultural Society – representing the cultures of Denmark, Finland, Iceland, Norway and Sweden – strives to promote and encourage learning about Scandinavian culture. The society's goals regarding the festival are threefold: to honour Leif Erikson, to praise the contributions to Canada of people of Nordic descent and to promote the spirit of discovery.

The application has been completed in full and the applicant has shown evidence that they have the capacity to coordinate the event. Festivals Burnaby funds would be allocated toward eligible project expenses related to programming, marketing/promotions and administration.

Dave Ellenwood

DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

DE:gp

17-N-001 Scandinavian Cultural Society



Meeting 2017 Jan 26

COMMITTEE REPORT

TO:

CHAIR AND MEMBERS

DATE:

2017 Jan 06

**EXECUTIVE COMMITTEE OF COUNCIL** 

FROM:

**DIRECTOR PARKS, RECREATION &** 

FILE:

02410-20

**CULTURAL SERVICES** 

SUBJECT:

FESTIVALS BURNABY PROGRAM - NEIGHBOURHOOD EVENT

17-N-004 SOUTH BURNABY LAWN BOWLS CLUB

**PURPOSE:** Grant Approval Request

#### RECOMMENDATION:

1. THAT the Festivals Burnaby grant request from the South Burnaby Lawn Bowls Club for their Centennial Celebrations 2017 February to July be received.

#### REPORT

Festivals and Special Events:

Neighbourhood Event

Grant File 17-N-004:

South Burnaby Lawn Bowls Club

Application Received:

2016 Nov 21

Project Budget:

\$6,000

**Project Request:** 

\$6,000

Previous Support: new Festivals Burnaby applicant

An application request for \$6,000 has been received from the South Burnaby Lawn Bowls Club for their Centennial Celebrations 2017 February to July at their Clubhouse at Kingsway and Inman. The club celebrations include a member luncheon, an official opening luncheon and two celebrations related to Canada's 150 celebrations.

All the proposed activities are targeted to the club's current honorary and past members to show appreciation and reward them for their hard work and devotion to the club and to continue to encourage them to be good club ambassadors.

To: Executive Committee of Council

From: Director Parks, Recreation & Cultural Services
Re: Festivals Burnaby Program - Neighbourhood

**Event** 

2017 Jan 06 ...... Page 2

Archival records suggest that the South Burnaby Lawn Bowls Club is the amalgamation of at least two clubs established in the early 1910's, the Jubilee Bowling Club and the Central Park Lawn Bowling Club. Club minute records indicate the club celebrated their 60<sup>th</sup> Diamond Anniversary in 1997 October 6.

The application has been completed in full and the applicant has shown evidence that they have the capacity to coordinate the event.

Dave Ellenwood

**DIRECTOR PARKS, RECREATION & CULTURAL SERVICES** 

DE:gp

17-N-004 South Burnaby Lawn Bowls Club



Meeting 2017 Jan 26

COMMITTEE REPORT

TO:

CHAIR AND MEMBERS

DATE:

2017 Jan 04

**EXECUTIVE COMMITTEE OF COUNCIL** 

FROM:

**DIRECTOR PARKS, RECREATION &** 

FILE:

02410-20

**CULTURAL SERVICES** 

SUBJECT:

FESTIVALS BURNABY PROGRAM - SMALL SCALE EVENT

17-S-004 VANCOUVER CANTONESE OPERA

**PURPOSE:** Grant Approval Request

#### RECOMMENDATION:

1. THAT the Festivals Burnaby Grant request from the Vancouver Cantonese Opera for the performance of Reunion of a White Hare on 2017 July 22 be received.

#### REPORT

Festivals and Special Events:

Small Scale Event

Grant File 17-S-004:

Vancouver Cantonese Opera

Application Received:

2016 December 15

Project Budget:

\$40,200

**Project Request:** 

\$ 8,000

Previous Support: 2016 Neighbourhood Festivals Burnaby Grant \$3,500

2015 Small Scale Festivals Burnaby Grant \$3,500

2014 Small Scale Festivals Burnaby Grant \$5,000

An application request for \$8,000 has been received from the Vancouver Cantonese Opera for the performance of Reunion of a White Hare on 2017 July 22 at the Michael J. Fox Theatre. Cantonese opera is a unique combination of performing arts including singing, dancing, acting, miming and acrobatic movements. The Reunion by a White Hare by Tong Dik San is a challenging musical that eulogizes the theme of love and devotion. Three international and renowned Cantonese opera performers from Hong Kong and Seattle have been invited to participate with the local professional Cantonese artists for this performance.

To: Executive Committee of Council

The mission of the Vancouver Cantonese Opera is to present the unique traditional art of Cantonese opera at the highest level to both Chinese and non-Chinese audiences. As an organization they strive for artistic excellence; host educational seminars and workshops; offer accessible, affordable and entertaining performances; and provide employment opportunities to Cantonese opera artists, musicians and technicians. Vancouver Cantonese Opera produced their first Cantonese opera in 2000 and since then has produced over 23 Cantonese Opera long plays and other Cantonese based performances throughout Metro Vancouver.

The application has been completed in full and the applicant has shown evidence that they have the capacity to coordinate the event. Festivals Burnaby funds would be allocated toward eligible project expenses related to programming, marketing/promotions and administration.

Dave Ellenwood

**DIRECTOR PARKS, RECREATION & CULTURAL SERVICES** 

DE:gp

17-S-004 Vancouver Cantonese Opera



Meeting 2017 Jan 26

COMMITTEE REPORT

TO:

CHAIR AND MEMBERS

DATE:

2017 Jan 16

EXECUTIVE COMMITTEE OF COUNCIL

FILE:

02410-20

FROM:

**DIRECTOR PARKS, RECREATION &** 

**CULTURAL SERVICES** 

SUBJECT:

FESTIVALS BURNABY PROGRAM - LARGE SCALE EVENT

17-L-003 OCEAN CANADA INC

**PURPOSE:** Grant Approval Request

#### RECOMMENDATION:

1. THAT the Festivals Burnaby Grant request from Ocean Canada Inc. for the Kariktan Festival on 2017 August 27 be received.

#### REPORT

Festivals and Special Events:

Large Scale Event

Grant File 17-L-003:

Ocean Canada Inc.

Application Received:

2017 January 16

Project Budget:

\$84.500

**Project Request:** 

\$25,000

Previous Support: new Festivals Burnaby grant application

An application request for \$25,000 has been received from Ocean Canada Inc. for the Kariktan Festival at the Central Park Triangle Playing Fields at Patterson and Kingsway. The new one day festival will showcase multicultural, ethnic and traditional culture and arts including dance, music and cuisine in celebration of Burnaby's 125th anniversary.

The Kariktan Festival goals include promoting unity, showcasing pride and the various traditions of Ethnic communities, and delivering a high impact family oriented festival.

4.(a)

To: Executive Committee of Council

From: Director Parks, Recreation & Cultural Services
Re: Festivals Burnaby Program - Large Scale

Event

2017 January 16...... Page 2

The application has been completed in full and the applicant has shown evidence that they have the capacity to coordinate the event. Festivals Burnaby funds would be allocated toward eligible project expenses related to programming, marketing/promotions and administration.

**Dave Ellenwood** 

**DIRECTOR PARKS, RECREATION & CULTURAL SERVICES** 

DE:gp:tc

17-L-003 Ocean Canada Inc.





December 20, 2016

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 7, 2017 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 City of Burnaby has graciously awarded us an in-kind grant for our event printing requirements in the past and we are asking for your support again. Burnaby Hospice Society is respectfully requesting an in-kind grant to the value of \$1,500 in support of Burnaby Hospice Society's 15th 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 have, since our inception, 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 bruce.kirk@burnabyhospice.org

Very respectfully,

Executive Director



## The Society To End Homelessness In Burnaby

Working Together To End Homelessness In Burnaby

www.burnabyhomeless.org

December 22, 2016

Executive Committee 4949 Canada Way Burnaby, B.C. V5G 1M2

Re: Community Grants Program

Dear Members of the Executive Committee

I am writing on behalf of 1) The Society To End Homelessness In Burnaby and the Burnaby Task Force On Homelessness, the diverse and collaborative strategic planning table supported by our Society, and 2) the 2016 Burnaby Coldest Night of the Year Planning Committee. The Society is requesting a grant to cover the cost of printing:1 Society To End Homelessness In Burnaby banner size 3' x 20' cost \$260.00

1 2016 Coldest Night of the Year banner size 3' x 20'

cost \$260.00 Total cost \$520.00

#### Society Background Information

The Burnaby Task Force On Homelessness is comprised of representatives from government agencies, the health authority, RCMP, social service and community organizations, business improvement associations, housing providers, faith communities and concerned citizens who are committed to working together to identify and address issues of homelessness in the City of Burnaby. The Society was created in May 2015 to sustain and move forward with this important work in raising the awareness of homelessness in Burnaby and providing services for Burnaby citizens living in extreme poverty and homelessness.

#### Coldest Night of the year Background Information

The Society To End Homelessness In Burnaby has partnered with Burnaby Community Services to host Burnaby's first annual Coldest Night of the Year. The Coldest Night of the Year is a fun, family-friendly fundraiser that raises money to support and provide services for Burnaby's homeless citizens and provides an opportunity for people to experience on a small scale what it is like to be outside in the cold. The Coldest Night of the Year is comprised of teams walking for either 2, 5 or 10 km and receiving pledges from friends, family, coworkers and others for the person or team to complete their walk. The date for the Coldest Night of Year is February 25th, 2017. Together with thousands of Canadians across the country, Burnaby teams will be raising much-needed funds for local charities who support and serve the hungry, homeless, and hurting. City approval has been granted to place the banner on the Canada Way overpass for January 30-Feb 26<sup>th</sup>. The banner is needed by the Engineering department by Friday January 20<sup>th</sup> to meet the display requirements.

We are asking the Executive Committee to provide a grant to cover the cost of the banners so that we will be able to share with all commuters that the Coldest Night of the Year walk is occurring, and encouraging them to participate. The contact for The Society To End Homelessness In Burnaby is Wanda Mulholland at 604-317-8114 or <a href="mailto:info.burnabyhomeless@gmail.com">info.burnabyhomeless@gmail.com</a>. Thank you for your consideration of this request.

Respectfully,

Lo Shernacery

Karen O'Shannacery President



National Office: 471 Smythe Street, PO BOX 27009, Fredericton, NB, E3B 9M1

Tel: 877-352-4497

Fax: 866-780-3592

E-Mail: Info@BullyingCanada.ca

SECTION 2 COUNCIL CORRESPONDENCE (2017.01.06) Executive Committee (2017.01.26)

Mayor and Council City of Burnaby 4949 Canada Way Burnaby, British Columbia V5G1M2 No other organization stands on the front lines of Canadian schools to facilitate communication between parents and teachers that are working to resolve a bullying situation.

December 19, 2016

#### RE: FINANCIAL DONATION IN SUPPORT OF BULLYINGCANADA INC.

Dear Mayor and Council

Every day, hundreds of Canadian children are bullied on school playgrounds. In fact, at least  $\underline{1}$  in  $\underline{3}$  adolescent students in Canada reported being bullied recently Bullying has gained significant media attention in recent years as people have come to understand how deeply it can wound children — and how tragic the consequences can sometimes be. Now, more than ever, the work of BullyingCanada is needed. We invite the City of Burnaby, to join the organization in standing up for victims of bullying and helping to provide a safe environment for our nation's children and youth.

#### A Voice for Victims of Violence

Since 2006, Bullying Canada has been the nation's "go-to" organization when it comes to Anti-Bullying efforts. Indeed, we remain the only national charitable organization that provides Canadian youth, their families and their communities with the support, resources and information they need to prevent violence and keep our kids safe. Bullying Canada is pleased to service every community in Canada, including the City of Burnaby.

#### National run charity

BulyingCanada maintains its operation through private donations, fundraising events and campaigns, corporate sponsorships, ongoing expansion of volunteer resources and careful revenue management. In 2015, 99% of our funds were used to deliver our programming, while the remaining 2% went to administration. Despite our best efforts, it is a challenge to keep pace with the growing demand for our services and resources. That is why we are asking for the City of Burnaby's support.

#### Need for strong, urgent action

Bullying is a national crisis that demands strong and urgent action. Consider the following:

- Canada has the 9th highest rate of bullying in the 13-years-olds category on a scale of 35 countries
- 64 % of Canadian youth report being bullied at school; 12 % regularly
- 47% of Canadian parents report having a child victim of bullying
- 89 % of Canadian teachers said bullying is a serious problem in our public schools

Our communities are filled with young people whose dreams and futures are being shattered by the devastating impact of emotional and physical torment. We all have a responsibility to speak out against



National Office: 471 Smythe Street, PO BOX 27009, Fredericton, NB, E3B 9M1

Tel: 877-352-4497

Fax: 866-780-3592

E-Mail: Info@BullyingCanada.ca

bullying and show support for our young people.

#### BullyingCanada Programs

A donation from the City of Burnaby, will support our flagship programs:

#### National 24/7 Telephone Support Network

Bullying Canada volunteers used a solution-based support model to effectively address the caller's immediate issues. We also make referrals to other community-based agencies, allowing our organization to develop partnerships so that we know callers are being sent to qualified providers.

In 2015 we received 674,710 calls to our national toll-free support system, up 200,000 calls or 30% from the previous year.

In the first week of November, 2016 alone we heard from 10,811 callers. We also see a comparable increase in mails from parents, students and educators requesting our assistance.

In 2015, we received 305,954 email and Chat requests, triple the number from 2014.

#### Website

In 2015, our website received nearly 2 million page views, up 220,000 from the previous year.

#### Youth Voices Speaking Program

Since 2006, nearly 2, 000 workshops have been provided.

Bullying is a major problem for Canadian children that we can no longer afford to ignore. We all have the power to keep kids safe. Bullying should never be a part of anyone's childhood.

We are pleased to say, the Village of Belledune, located in New Brunswick, has donated \$5,000, for the fourth consecutive year. The Village of Belledune has a population of 1,548 as of 2011. We ask that the City of Burnaby, consider making a donation as the Village of Belledune has.

We ask that you please advise is by return mail if a financial donation will be made. Upon request, we'd be happy to provide you with a more detailed Case for Support, along with Financial Statements, along with local statistics for Calls for Services from the City of Burnaby.

Sincerely,

Rob Benn-Frenette, O.N.B

Co-Executive Director / Co-Founder

BullyingCanada Inc.

CITY OF BURNABY

JAN 0 3 2017

CLERK'S OFFICE

## Zeinabova, Blanka

Subject:

FW: Moscrop Secondary Dry Grad

From: Jean Wong [mailto:jeanljwong@hotmail.com]

**Sent:** January-13-17 3:00 PM **To:** <a href="mailto:sav.dhaliwal@burnaby.ca">sav.dhaliwal@burnaby.ca</a>

Subject: Moscrop Secondary Dry Grad

Mr. Dhaliwal,

I am writing on behalf of Moscrop's dry grad committee asking if the City of Burnaby can support us in reviving the dry grad event at Moscrop. We have not had a dry grad for 5 years and this year, there is enough interest shown by the grads to have one. The Burnaby Now is going to be writing a series of articles on our event including this article that came out today: <a href="http://www.burnabynow.com/news/education/burnaby-school-s-first-dry-grad-in-five-years-needs-help-1.7162617">http://www.burnabynow.com/news/education/burnaby-school-s-first-dry-grad-in-five-years-needs-help-1.7162617</a>



Burnaby school's first dry grad in five years needs help

## www.burnabynow.com

A pair of Moscrop Secondary School moms is determined to get a dry grad celebration off the ground at their kids' school for the first time in five years. To make it happen, Jean Wong and Sandra...

Please let us know if you are able to donate some prizes or help by giving a monetary donation.

Thank you

Best regards,
Jean Wong
Moscrop dry grad co-chair

### Zeinabova, Blanka

Subject: Attachments:

Sandra's Closet, LLC Sandra Closet LLC.pptx

From: sandra allen [mailto:sandra.allen6345@hotmail.com]

Sent: January-09-17 1:38 PM

To: Mayor

Subject: Sandra's Closet, LLC

9 January 2017

### City of Burnaby

Attention: Honorable Mayor Derek Corrigan

4949 Canada Way, Burnaby, British Columbia V5G 1M2 Canada

### Honorable Mayor Derek Corrigan;

Attached is my business plan for Sandra Closet, LLC. I would like to take this opportunity to introduce myself. I'm Sandra Allen, the Owner of Sandra Closet, LLC. Sandra Closet, LLC will be a Not-For-Profit organization. Sandra Closet, LLC has not been established as a business. Sandra Close, LLC wants to provide clothing to individual and single families, that hasn't been previously worn. Therefore, Sandra Closet, LLC came about. I want to establish Sandra Closet, LLC and, I would like to start my business(s) throughout British Columbia, Canada. I plan, if permitted I would like to build; Sandra Closet, LLC within different areas of British Columbia. Sandra Closet, LLC will be either Adjacent or near International and Regional Airports.

#### Vancouver International Airport

It would be difficult to operate Sandra Closet, LLC within the United States. Due to the fact that individuals would breaking into my business and stealing and selling items on the street. I wouldn't be able to prosecute any of the individuals caught. This is why, I have chosen British Columbia, Canada to open my stores. There will be an extremely larger impact to the communities: employment rate, tourism, general traffic: Road, Rail, Air-freight, Post, Air Parcel Post, Express courier Services and public transportation. In my opinion there will be a 40-50% percent increase. All of the above areas will see an extremely larger increase to their day-to-day travels. To and from the cities and some public transportation routes will need to be extended. I would like to work very closely with your government(s) parties, regarding opening Sandra Closet, LLC.

To ensure that individuals and single families have the transportation to and from Sandra Closet, LLC. I have been in contact with High-End designers. Therefore, after reconnecting and introducing them to Sandra Closet, LLC. Sandra Closet, LLC would therefore become a government benefits programs. Where individuals and single families can shop for FREE at no cost to them. As for the financial aspect of my organization. I would

like to obtain a governmental grants or loans for my business operations financials. Those individuals and single families on Canadian governmental benefits. Such as the following government benefits programs:

- Canadian Assistant programs
- Security Social Insurance benefits
- Pensions and Disability benefits

After reviewing my business plan regarding Sandra Closet, LLC. I would like to have The Honorable Mayor Derek Corrigan express his opinion regarding Sandra Closet, LLC. Being establishing it within, near of adjacent from the City of Burnaby, British Columbia, Canada. In my opinion, I believe that this organization can and will bring between both our countries even more diplomatically closer. By allowing citizens of the United States of America (USA) come a shop within Sandra's Closet, LLC. That are currently on an assistant program like (Welfare)within in the USA. Our countries will see a great change

within both our countries for the better good of diplomacies. Thank you for your time and consideration to this matter at hand.

Sincerely Yours,

Sandra F. Allen

Sandra Allen

Owner of Sandra Closet, LLC

532 Madison Avenue

Akron, Ohio 44320 USA

Sandra.allen6345@hotmail.com (email)

(+1) 330.289.7490 (cell)



Executive Committee of Council (Grants)

c/o Administrative Officer I (clerks@burnaby.ca)

Clerk's Department,

Burnaby City Hall,

4949 Canada Way,

Burnaby, BC V5G 1M2

January 17, 2017.

To Members of the Executive Committee of Council;

The Stoney Creek Environment Committee is pleased to submit this grant application to the City of Burnaby's Executive Committee of Council in application for a City Grant under the Non-Profit Community Groups category.

We are seeking a grant of \$500.00 to pay for the costs of a Bee Pollinator Awareness Display at the upcoming Great Salmon Send-Off on May 13, 2017.

This grant application was prepared by students from Moscrop Secondary School in grades 11 and 12, who are active volunteers for the Stoney Creek Environment Committee.

Please find attached our proposal. We are happy to answer any questions you have.

If we are successful in our grant request, a cheque can be mailed to John Templeton, Chair of the Committee, at 2012 Meadowood Park, Burnaby, BC V5A 4G2.

Thank you for your consideration.

Brennan Strandberg-Salmon

Member

Submitted on behalf of the Stoney Creek Environment Committee

Cc: John Templeton, Chair, Stoney Creek Environment Committee

#### **Bee Pollinator Awareness Project**

#### **Purpose of the Project**

The purpose of the project is to educate the public regarding the issue of the lack of bee habitat and the important role bees play in our ecosystems and food systems. Three Moscrop grade 11 and 12 students are volunteering to prepare a display to raise awareness about this important issue at the upcoming Great Salmon Send-Off (GSSO), a popular event held yearly at the Stoney Creek Community School in the spring. The display will address both the problems and practical solutions for Burnaby citizens. For example, the project will show them how they can plant bee friendly gardens at their home.

#### **Project Implementation**

The project will be implemented by volunteers conducting research and preparing brochures, a display board and four potted plant displays. The display gardens will include bee friendly plants native to this region for inspiration and information. The volunteers will set up and staff the display booth during the GSSO and educate participants as they come by. The event runs from 10am - 2pm. The grant period will run from March to May 2017 when the supplies need to be bought. The grant funding will be used to purchase supplies for the display booth. See budget details below.

#### **Benefits**

There are many benefits to this project, including:

- 2,000 people of all ages attended the 2016 GSSO last year. Assuming similar attendance, many Burnaby residents will be exposed to this problem and what they can do about it.
- Burnaby residents that act on this issue will benefit the bees and our food system.
- The City of Burnaby's recently approved Environmental Sustainability Strategy has a goal to
  achieve healthy and resilient ecosystems. The strategy recognizes the importance of pollinators
  in this proposed initiative: "Create a pollinator meadow pilot project on public land to test
  approaches for broader enhancement of habitat for pollinators and associated species, and
  public benefits". This project supports the City's goals.

#### **Stoney Creek Environment Committee**

#### **Background Information**

#### Aims and Objectives of the Stoney Creek Environment Committee (SCEC)

The Stoney Creek Environment Committee is a registered non-profit society under BC Nature, dedicated to protecting, preserving and enhancing the natural habitat and wildlife of the Stoney Creek watershed.

The SCEC has been active since 1995, and for years was guided by the tireless efforts of Jennifer Atchison, whose energy and passion continue to inspire and drive the group's activities today.

Our projects and partnerships bring together a community of volunteers to:

- preserve Stoney Creek as a showcase of urban salmon-bearing streams,
- maintain the water and habitat quality for both the fish and wildlife of the area,
- raise public awareness of natural urban corridors and bring people and nature together,
- provide opportunities for environmental education in the outdoor classroom that is Stoney Creek,
- promote partnership between the various stakeholders who are active in the area.

#### Sample Achievements from 2016

- We participated in several community events: Environment Week, Great Salmon Send-Off and Rivers Day. These events enable us to meet and educate the public and get them involved in what we do.
- We continued to work with the City of Burnaby and saw them relocate the display sign booth from the GSSO bridge to near the Beaverbrook Drive bridge. At our request the City erected signage in sensitive areas to advise people to stay away from the habitat.
- Our 26th GSSO was attended by approximately 2,000 people; we had a very successful event, had more exhibitors participate and had great entertainment. This event is well recognized in the community and we hope to build and continue working with all our community partners and sponsors who make it possible.
- Education was a big part of our engagement we were very happy to have students from Moscrop School participate in many of our activities and we continue to work with them. We also went to several elementary schools to talk about salmon and SCEC activities. These are our future stream keepers. SFU students have also participated in research projects in the watershed.
- Activity-wise, we completed a number of invertebrates and fish sampling surveys. We also held nine bird walks and twelve invasive plant/restorative plantings. Our volunteers removed 63 bags of invasive plants and planted 119 native plants.
- Our chum salmon returns were the best to date and we hope to see further improvements in habitat next year. Culverts in Burnaby and Coquitlam are part of the continuing rehabilitation plan.
- Our media exposure with both CBC and the Burnaby Now has enabled us to get the word out in the community regarding the successes that the SCEC team has achieved.

- We upgraded the SCEC brand with new hats, revised business cards, a new information brochure and signage for when we are doing volunteer projects.

#### **SCEC Financial Statement**

## Stoney Creek Environment Committee Statement of Fund Balances Nine months ending Dec 31, 2016

Funding Source	Balance April 1, 2016	Revenue	Expenditures	Balance Dec 31, 2016
Stoney Creek Environment Committee Funds	6,882.25	2,245.40	2,771.18	6,356.47
Great Salmon Send-off fund, 2016	3,267.46	2000	3010.35	2,257.11
Habitat Restoration fund	2,304.87	0.00	0.00	2,304.87
Jennifer Atchison Memorial Fund	780.65	0.00	0.00	780.65
	13,235.23	4,245.40	5,781.53	11,699.10

## **Project Budget**

The following is the budget for the Bee Pollinator Awareness Project. The grant is to be used to cover these costs.

Item	Cost
Brochures	165.00
Helium Balloons	104.00
Tri-fold Display Board	15.00
4 Planters	100.00
Potting Soil	50.00
Plants (est.)	200.00
Total	634.00
Request to the City of Burnaby	500.00

The balance will come from other fund-raising sources.

10 January 2017

To: Executive Committee of Council

c/o Clerk's Department, Burnaby City Hall 4949 Canada Way, Burnaby, BC V5G 1M2

#### **Dear Committee Members:**

On behalf of the Burnaby Metrotown Rotary Club I would like to request the City of Burnaby's "in-kind" financial support of our annual Rotary Burnaby Wine, Food and Music Festival taking place on Saturday April 22<sup>rd</sup> 2017. As in previous years, our request is for printing from the City's print shop. We estimate that \$3000 worth of printing will be required for this coming event. Printing that is required includes tickets, posters, programs and banners. Please find attached the sponsorship tiers. You will see that our request is for the City of Burnaby to be a Platinum sponsor.

The Rotary Club of Burnaby Metrotown is a local service club comprised of business and community leaders who are committed to community service both locally and globally. Our members are very committed to supporting local projects such as the Rotary Coats for Kids, Graffiti paint outs, Literacy programs at Maywood School, Youth Leadership development, and a number of other local not for profit organizations. The annual wine festival is our premier fundraiser which raises necessary funds for our charitable work in Burnaby. In addition to our usual local projects we have also committed to contributing funds to build the City's fitness circuit at Foreshore Park.

We look forward to your continued support.

Sincerely,

Sue Cheung

2016-2017 President

Rotary Club of Burnaby Metrotown

Sue.cheung@investorsgroup.com



## Club of Burnaby Metrotown

## 16<sup>th</sup> ANNUAL ROTARY WINE & BEER FESTIVAL Burnaby's Premiere Wine & Beer Tasting Event - April 22, 2017

Sponsorship Tiers	Diamond Sponsors \$5000	Platinum Sponsors \$3000	Gold Sponsors \$1500	Friends of Rotary \$1000
Exclusive recognition and introduction during the event by the Master of Ceremonies.	$\checkmark$			
Company full page ad in 16 page program booklet	Logo			
On-site banner display opportunity	<b>\</b>			
Company logo and link on Rotarywinefestival.com	Logo	Logo		
Company name and logo on tickets—with commitment by Jan 31st	Logo	Logo		
Company Logo or Name included in event advertising in Burnabynow	Logo	Logo	Logo	
Post Event acknowledgement in Burnaby now	Logo	Logo	Logo	
Company Logo or Name on Rack card size hardcopy invitation mailed to 20,000 households.	Logo	Logo	Logo	<b>\</b>
Company logo displayed in the Wine Festival Program	Logo	Logo	Logo	<b>✓</b>
Sponsorship Certificate	<b>✓</b>	<b>/</b>	<b>\</b>	$\checkmark$
Tickets to the Wine Festival	10 tickets	6 tickets	4 tickets	2 tickets
Logo on evening's Thank You Sign	Logo	Logo	Logo	Logo
Verbal recognition by the Master of Ceremonies at the event	<b>✓</b>	<b>\</b>	<b>✓</b>	<b>√</b>
Thank you Luncheon with Metrotown Rotary	<b>✓</b>	<b>✓</b>	✓	<b>✓</b>
Sponsor's onsite at the event photo by professional photographer	✓	<b>✓</b>	✓	✓

**Diamond, Gold, Platinum Sponsors:** Your **company logo** will be displayed in various forms of advertising for the event. Please supply a digital high resolution copy of your logo.

**Diamond, Gold Sponsors:** Please supply a link to your website or promo page to advertise on our event website.

Full page add submission – Deadline March 18, 2017 Company Logo submission – Deadline February 12, 2017



January 16th, 2017

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

#### Re: 2017 Community Grant Requests

Dear Councillor Sav Dhaliwal and members of the Executive Committee,

I would like to thank you so much for your consistent support in the past years. Please consider our 2017 application for:

- (a) \$6,000 grant to help families send their children to summer camp;
- (b) \$9,000 grant to connect people to services through various community resource guides;
- (c) \$8,000 grant to drive seniors to medical and related appointments; and
- (d) \$5,000 grant to brighten the Holiday Season for families and seniors.

Your funds have allowed us to make a meaningful impact in the lives of Burnaby residents. We utilize these funds to empower people to improve their lives and their community.

Founded in 1971, Burnaby Community Services is a charitable society providing people who need support with a voice, resources and opportunities. Currently, we offer a range of programs and publications to support families with low income and seniors experiencing isolation.

We have a variety of programs that help us achieve our mission, including (but not exclusively):

#### **Burnaby Camping Bureau**

Burnaby families with low income have the opportunity to send their children to an organized summer camp that they would not otherwise be able to afford. In 2016, we provided 221 children with \$24,174 in subsidies.

#### Seniors Transportation

Volunteers provided 568 drives to 88 seniors in 2016. This program continues to be delivered in partnership with Citizen Support Services, with  $^2/_3$  of the seniors partially subsidized through Burnaby Better At Home.

Additionally, in 2016 we launched a regional project to develop innovative transportation approaches to overcoming barriers to participation for seniors. The *Seniors on the Move* project, funded through a three-year New Horizons for Seniors Program grant, is a partnership with SHARE Family and Community Services (Tri-Cities), Collingwood Neighbourhood House (Vancouver), Silver Harbour Seniors Centre (North Shore), Better Environmentally Sound Transportation (regional coordinator); and supported by Translink, MVT Canada/HandyDART, ICBC, Fraser and Coastal Health Authorities, United Way of the Lower Mainland, the Bus Co-op, Modo, Vancity, Seniors Services Society, Immigrant Services Society, and SFU Gerontology. The project is still in early stages, but we are already developing expansions of



transportation options such as introducing a fleet of vehicles through Modo Car Co-op, working on shuttle bus routes (thank you for nominating the "Door 2 Door Seniors Bus Project" for a FortisBC community grant), and public transit orientation in collaboration with Translink and HandyDART.

#### **Christmas Bureau**

We are again very grateful to the City of Burnaby for providing the use of 7252 Kingsway (the old Kingsway Library) for the 2013, 2014, 2015 and 2016 Christmas Bureau Toy Room. Your generosity allowed us to reach 3,100 people—including 1,739 children, 137 seniors and 35 unique individuals (those who are homeless or at risk of homelessness).

In addition to traditional Christmas Bureau activities, in February of 2016 we provided gifts and household items to over 80 recently arrived Syrian refugee families.

#### **Advocacy**

A series of programs and partnerships to help people access services and break the cycle of poverty, including *Community Volunteer Income Tax Program* and a *Form Completion Assistance* program that combined helped 940 people—a 253% increase from last year; and partnerships with *Access Pro Bono* and UBC's *Law Students' Legal Advice Program* to deliver legal advice and law clinics.

#### **Welcoming Seniors Spaces**

Starting in May 2016, Burnaby Community Services partnered with Burnaby Neighbourhood House, Tommy Douglas Library and Confederation Seniors Centre to create Welcoming Seniors Spaces. This project, funded through Employment and Social Development Canada, to coordinate outreach services to seniors experiencing isolation and engaging them in social integration activities throughout the community.

#### **Publications**

We published and distributed 100,050 guides in 2016. These brochures and cards to ensure that everyone in our community has access to resources and support:

60,000 Community Resource Guide, a listing of programs and services in Burnaby and New Westminster, were distributed in partnership with the Burnaby Now and Record.

15,000 Ready, Set, Learn Brochure, a mapped resource guide of services for families with children birth to 12 years old, were printed in collaboration with the Burnaby School District and Whole Food Markets. Listings include both preschool and school-age programs.

25,000 As We Age Seniors Resource Guide, a guide to services for seniors in Burnaby and New Westminster, published in collaboration with the Burnaby Now.

500 Community Outreach Resources Card, a weather-resistant guide for those who are homeless or at-risk of homelessness, were distributed in collaboration with Progress Housing and the Society to End Homelessness in Burnaby.



We didn't print any Seniors Resource Cards (a guide to services for seniors at-risk, including translations in Chinese, Farsi (Persian), Punjabi and Korean), but continued to use those printed late in 2015 and will be printing 6,000 early this year.

#### **Brentwood Community Resource Centre**

Burnaby Community Services, along with the City of Burnaby, the YMCA of Greater Vancouver, MOSAIC Settlement Services and Burnaby Seniors Outreach and Burnaby Meals on Wheels operate the Brentwood Community Resource Centre. The Brentwood CRC provides support and resource to meet the diverse needs of one of the fastest growing communities in the Lower Mainland. We offer programs for children, families, youth, seniors and newcomers.

In collaboration with the Burnaby Public Library and Literacy Now Burnaby we have introduced very popular *Book Swap Library* and the Brentwood Community Resource Centre. We expanded the program during the Burnaby Christmas Bureau to ensure every child received a new book.

#### Our grant request

We are requesting community grants in the amount of \$28,000. The grants will be allocated as outlined below:

Programs	Allocation Amount		
Burnaby Camping Bureau	\$6,000		
Publications	\$9,000		
Seniors Transportation	\$8,000		
Christmas Bureau	\$5,000		
Total	\$28,000		

#### The impact of your community grants

Your community grant will cover some of the operational costs associated with coordinating the various programs, and some of the costs associated with researching and printing our publications. Thanks to your ongoing support we continue to help families with low income and seniors experiencing isolation, and develop innovative ways to meet the growing demand for services.

Thank you for your time and consideration. If you have any questions or would like to arrange a meeting please contact me at 604-292-3904 or Stephen@BbyServices.ca.

Sincerely,

Stephen D'Souza Executive Director



January 16th, 2017

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

Re: 2017 Community In-kind Grant Requests

Dear Councillor Sav Dhaliwal and members of the Executive Committee,

Thank you for inviting me to the May 19<sup>th</sup>, 2016 meeting of the Executive Committee of Council. I really appreciated the opportunity to highlight Burnaby Community Services programs, publications and partnerships, the impact of the City of Burnaby's ongoing support of our Society, and some of the challenges we are facing.

One of the central aspects of my presentation was our Community Resource Publications; specifically the *Community Resource Guide, Ready, Set, Learn Brochure, As We Age Seniors Resource Guide, Seniors Resource Card,* and *Community Outreach Resources Card.* 

Following my presentation we had a frank conversation about the continued need for these resources despite access to information through online search engines like Google and Bing, and services like BC211. As you may recall, I indicated that the demand for print has been increasing over the last few years as:

- (a) people are looking for information they can have confidence in,
- (b) those who are most marginalized and vulnerable have barriers in accessing these online tools and navigating systems,
- (c) with print material we can have the material where people are (schools, libraries, ministry & government offices, service providers, etc.), and
- (d) when making referrals, all the information is in one place that people can easily take with them.

Since the first publication of the *Directory of Services for Burnaby and New Westminster* in September 1984, the City of Burnaby has supported our publications. The Community Grant currently provided help fund the staff required for the publications, specifically the collection of information (a time consuming process to ensure accuracy), design and layout of the materials, and coordination of the distribution.

Following the presentation to the Executive Committee of Council, we began discussions with the City of Burnaby print shop to get quotes for the various resources. Through the discussion, they advised us to apply to the Committee of an inkind grant to support the printing costs of the publications. Given the significant ongoing support of the Mayor and Council, we felt it would be appropriate to have this request coincide with our 2017 Community Grant Request so that there is full transparency.



Based on estimates from the print shop, we are asking for an in-kind grant of \$7,750. These funds would be used to print 6,000 Seniors Outreach Cards in multiple languages (\$2,500), 15,000 Ready, Set, Learn Brochures (\$3,250), and 6,000 Community Outreach Cards (\$2,000) on a weather resistant paper.

The combination of the annual Community Grant allocated towards the publications and this in-kind grant would be a total of \$16,750.

We know this is a significant contribution (and this doesn't include the lease grant and myriad of other ways that you support us on an ongoing basis) towards ensuring Burnaby residents have access to civic and community information. However, we also know that these publications are critical to the health of our community. This was recognized within the *City of Burnaby's Social Sustainability Strategy* as Suggested Action 75 which notes the need for "a guide for new Burnaby residents, which provides information on Burnaby's features and assets, and on available City and community services and resources". The resources fulfill this strategic action for seniors-at-risk, families, and those living in extreme poverty.

For samples of each of these publications you can visit www.BbyServices.ca/resources.php.

Thank you for your time and consideration. If you have any questions or would like to arrange a meeting please contact me at 604-292-3904 or Stephen@BbyServices.ca.

Sincerely,

Stephen D'Souza Executive Director



January 16th, 2016

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

Dear Councillor Sav Dhaliwal and Members of the Executive Committee,

Re: 2017 Grant Request for Burnaby Recreation Credit Program

### **Executive Summary**

Since 1996 the City of Burnaby has awarded Burnaby Community Services with an annual grant to administer a portion of the Burnaby Recreation Credit program.

Currently, the grant is provided in two installments:

- (1) A fixed \$17,000 annually to reflect the fixed costs of the program (such as office space, office equipment & supplies, telecom, insurance, staff salaries and benefits, and other expenses).
- (2) With an additional grant amount of \$4 per approved application to reflect variable costs (such as printing & reproductions, postage and additional staff hours) based on last year's actuals.

#### Background

Founded in 1971, *Burnaby Community Services* is a charitable society providing people who need support with a voice, resources and opportunities. We believe change can only occur when people are empowered to improve their lives and their community. Currently we offer a range of programs and publications to support families with low income and isolated seniors.

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 various programs and admissions offered through Burnaby Parks, Recreation, and Cultural Services.

Burnaby Community Services is responsible for:

- providing intake of application forms from low income individuals, families and seniors, 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 and BC Family Bonus Notice); and
- determining eligibility based on approved criteria.



Our grant request

This request is for \$24,912, \$17,000 fixed grant for 2017 and an additional grant of \$7,912 for 2016's approved applications.

The additional grant amount is based on \$4 per approved application in 2016, with an adjustment for any variance for 2015. From January 1st to December 31st, 2016 we approved 2,026 applications. In 2015 we received a supplemental grant for 2,244 approved applications, but only approved 2,196 applications.

Therefore, we are requesting a supplemental grant of \$7,912, based on (2.026 - (2,244 - 2,196)) x \$4.

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** 

Cc: Leslie White, Community Development Coordinator, Burnaby Parks, Recreation and Cultural Services