



## **SOCIAL PLANNING COMMITTEE**

### *NOTICE OF OPEN MEETING*

**DATE:** WEDNESDAY, 2017 FEBRUARY 01

**TIME:** 6:00 PM

**PLACE:** Council Chamber, Burnaby City Hall

### **A G E N D A**

- |  | <b><u>PAGE</u></b> |
|--|--------------------|
| <b>1. <u>CALL TO ORDER</u></b>   |                    |
| <b>2. <u>MINUTES</u></b>   |                    |
| A) Minutes of the Social Planning Committee Open meeting held on 2016 November 09  | 1                  |
| <b>3. <u>PRESENTATION</u></b>  |                    |
| A) The Burnaby Access Advisory Committee<br>Re: 2017 Burnaby Access Advisory Committee Workplan<br><u>Speakers:</u> Nellie Wong<br>Nickolas Haddad |                    |
| <b>4. <u>REPORTS</u></b>   |                    |
| A) Report from the Director Planning and Building<br>Re: Burnaby Access Advisory Committee 2017 Workplan   | 7                  |
| B) Report from the Director Planning and Building<br>Re: Local Government Awareness Week 2017  | 11                 |
| <b>5. <u>NEW BUSINESS</u></b>  |                    |
| <b>6. <u>INQUIRIES</u></b>   |                    |
| <b>7. <u>ADJOURNMENT</u></b>   |                    |



## **SOCIAL PLANNING COMMITTEE**

### **MINUTES**

An Open meeting of the Social Planning Committee was held in the Council Chamber, Burnaby City Hall, 4949 Canada Way, Burnaby, B.C. on Wednesday, **2016 November 09** at 6:00 p.m.

#### **1. CALL TO ORDER**

**PRESENT:** Councillor Nick Volkow, Chair  
 Councillor Anne Kang, Vice Chair  
 Trustee Baljinder Narang, School Board Representative  
 Ms. Lubna Abdelrahman, Citizen Representative  
 Mr. Ryan Erwin, Citizen Representative  
 Mr. Frank Huang, Citizens Representative  
 Ms. Mary Lumby, Citizen Representative  
 Mr. William Tsai, Citizen Representative  
 Ms. Peggy Woodruff, Citizen Representative

**ABSENT:** Councillor James Wang, Member  
 Ms. Noreen Boudreau, Citizen Representative  
 Mr. Shiraz Nathwani, Citizen Representative  
 Ms. Laarni de los Reyes, Citizen Representative

**STAFF:** Mr. Craig Collis, Assistant Director – Recreation  
 Ms. Margaret Manifold, Senior Social Planner  
 Ms. Carla Schuk, Planner 2  
 Ms. Blanka Zeinabova, Administrative Officer

The Chair called the Open meeting to order at 6:05 p.m.

#### **2. MINUTES**

##### **A) Minutes of the Social Planning Committee** **Open meeting held on 2016 September 14**

**MOVED BY TRUSTEE NARANG**  
**SECONDED BY COUNCILLOR KANG**

THAT the minutes of the Social Planning Committee Open meeting held on 2016 September 14 be adopted.

CARRIED UNANIMOUSLY

**3. PRESENTATION**

MOVED BY COUNCILLOR KANG  
SECONDED BY MR. HUANG

THAT the presentation be heard.

CARRIED UNANIMOUSLY

**A) Burnaby Dementia-Friendly Community Action Plan**  
**Speakers: Margaret Manifold, Senior Social Planner**  
**Mariam Larson, Project Consultant**

**Ms. Margaret Manifold**, Senior Social Planner, and **Ms. Mariam Larson**, Project Coordinator, appeared before the Committee to present information on the Burnaby Dementia-Friendly Community Action Plan.

Ms. Manifold provided background information on the UBCM Age-Friendly grant, as well as a brief summary of the Project, process and timeline. It is expected that the Dementia-Friendly Action Plan will be completed in 2017.

Ms. Larson advised that dementia-friendly communities are also happening in other countries, i.e. UK, Australia, Ireland and Holland. It was noted approximately 2,400 people in Burnaby are living with dementia.

The speaker provided a detailed explanation of the Project activities, which included working group, focus groups, walking interview, and a community forum.

*\*\*Mr. Erwin arrived at the meeting at 6:17 p.m.\*\**

In conclusion, Ms. Manifold advised that an essential component of the Project will be active engagement of the City and primary partners, focused on education and resources. The speaker advised the dementia-friendly communities initiative will help create inclusive, inviting and supportive community where people living with dementia can feel comfortable and safe.

**4. CORRESPONDENCE**

MOVED BY MS. ABDELRAHMAN  
SECONDED BY MR. TSAI

THAT the correspondence be received.

CARRIED UNANIMOUSLY

**A) Correspondence from SPARC BC**  
**Re: SPARC BC Call for Nomination for the Deryck Thompson**  
**Award – Individual**

A correspondence was received from Ms. Irene Vodounou, SPARC BC, regarding a call for nominations for the Deryck Thompson Award to nominate an individual.

**B) Correspondence from SPARC BC**  
**Re: SPARC BC Call for Nomination for the Deryck Thompson**  
**Award – Organization**

A correspondence was received from Ms. Irene Vodounou, SPARC BC, regarding a call for nominations for the Deryck Thompson Award to nominate an organization.

Arising from discussion, the following motion was introduced:

MOVED BY TRUSTEE NARANG  
SECONDED BY MS. ABDELRAHMAN

THAT correspondence Items 4(A) & 4(B) be **REFERRED** to staff for review.

CARRIED UNANIMOUSLY

**C) Memorandum from the Administrative Officer**  
**Re: Metro Vancouver Regional Affordable Housing Strategy**  
**Endorsement**

A memorandum was received from the Administrative Officer advising that Council, at the Open Council meeting held on 2016 November 07, received and adopted the above noted report seeking endorsement of the updated Metro Vancouver Regional Affordable Housing Strategy.

**D) Memorandum from the City Clerk**  
**Re: Final Environmental Sustainability Strategy (ESS) and**  
**Final Community Energy and Emissions Plan (CEEP)**

A memorandum was received from the City Clerk advising that Council, at the Open Council meeting held on 2016 November 07, received and adopted the above noted report regarding the Final Burnaby Environmental Sustainability Strategy (ESS) and Final Community Energy and Emissions Plan (CEEP).

5. **REPORT**

MOVED BY MS. LUMBY  
SECONDED BY MS. WOODRUFF

THAT the report be received.

CARRIED UNANIMOUSLY

**A) Report from the Director Parks, Recreation & Cultural  
Services and Director Planning & Building  
Re: Public Access to Showers**

The Director Parks, Recreation and Cultural Services and the Director Planning and Building submitted a report providing information on a request from the Society to End Homelessness in Burnaby on current access to showers in Burnaby.

The Director Parks, Recreation and Cultural Services and the Director Planning and Building recommended:

1. THAT the Committee receive this report for information.
2. THAT a copy of the report be forwarded to Wanda Mulholland of the Society to End Homelessness in Burnaby.

The Committee received a letter from Ms. Karen O'Shannacery, President of the Society to End Homelessness in Burnaby, clarifying a few points from the Public Access to Showers report.

Ms. Wanda Mulholland, Community Development Coordinator of the Society to End Homelessness in Burnaby, appeared before the Committee to answer any questions from the members as well as referring to her presentation in June 2016 where successful model ideas were discussed.

MOVED BY MR. ERWIN  
SECONDED BY COUNCILLOR KANG

THAT the recommendations of the Director Parks, Recreation and Cultural Services and the Director Planning and Building be adopted.

- TABLED

MOVED BY TRUSTEE NARANG  
SECONDED BY MR. TSAI

THAT the report be **TABLED** pending a workshop between staff from the Parks, Recreation and Cultural Services Department, Planning and Building Department, as well as the Fraser Health Authority and the Society to End Homelessness in Burnaby.

CARRIED UNANIMOUSLY

6. **NEW BUSINESS**

**Ms. Lubna Abdelrahman**

Ms. Abdelrahman noted that 12 communities in Burnaby would be interested in an Arab-African festival.

Ms. Abdelrahman queried regarding available meeting space for a focus group on gender-based violence and women's abuse issues.

**Councillor Kang**

Councillor Kang provided information on 'Mealshare'. It was noted that Mealshare partners with restaurants, and places a logo next to a few menu items. When customers order a 'Mealshare Item', a restaurant contributes \$1.00 to Mealshare. The funds are then forwarded to one of partner charities, to go out and purchase the groceries and ingredients needed for a meal for children and youth in need. More information can be accessed at [www.mealshare.ca](http://www.mealshare.ca).

In Burnaby, Fortune House Seafood Restaurant in Metrotown has donated over \$20,092 since June 2016 to date.

Councillor Kang encouraged other restaurant owners to sign up to this program.

The Committee suggested Burnaby Firefighters work with Mealshare.

**Ms. Margaret Manifold**

Ms. Manifold advised that a delegation from Burnaby Children's Community Table appeared before Council on 2016 November 07. Council proclaimed 2016 November 20 as 'National Child Day'. The Table will be developing 'Burnaby Children's Charter' in 2017, where they will be asking children what they want and need to be happy.

**7. INQUIRIES**

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

**8. ADJOURNMENT**

MOVED BY MS. WOODRUFF  
SECONDED BY MS. LUMBY

THAT this Open Committee meeting do now adjourn.

CARRIED UNANIMOUSLY

The Open meeting adjourned at 7:01 p.m.

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Blanka Zeinabova  
ADMINISTRATIVE OFFICER

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Councillor Nick Volkow  
CHAIR



Meeting 2017 February 01

## COMMITTEE REPORT

**TO:** CHAIR AND MEMBERS  
SOCIAL PLANNING COMMITTEE

**DATE:** 2017 January 19

**FROM:** DIRECTOR PLANNING AND BUILDING

**FILE:** 1750 20  
*Reference:* BAAC

**SUBJECT:** BURNABY ACCESS ADVISORY COMMITTEE 2017 WORKPLAN

**PURPOSE:** To provide a summary of the Burnaby Access Advisory Committee's activities in 2016 and to propose a workplan for 2017.

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**RECOMMENDATION:**

1. **THAT** the Committee request Council to approve the proposed Burnaby Access Advisory Committee 2017 workplan, as outlined in Section 3.0 of this report.

**REPORT**

**1.0 BACKGROUND**

The Burnaby Access Advisory Committee (BAAC) was established in 1988 to provide advice and direction to the Planning and Building Department on access and inclusion issues. The Committee is comprised of Burnaby residents, as well as staff from a number of City Departments and the Fraser Health Authority. Some citizen members of BAAC are also members of organizations representing persons with disabilities, but they do not formally represent these organizations on BAAC. Planning staff coordinate the Committee's bi-monthly meetings and facilitate the work program.

Since its establishment, the Committee has pursued several initiatives directed toward the improvement of private and public services and facilities to better accommodate persons with disabilities. Examples include:

- recommendations for amendments to Burnaby's Zoning Bylaw to specify requirements for designated parking spaces, as well as public awareness activities about the regulations;
- provision of recommendations to the Engineering Department regarding the installation of curb cuts and accessible bus stops at various street intersections; and
- participation in or sponsorship of annual 'Access Awareness Day' and 'United Nations Day of Persons with Disabilities' community events.



To: Social Planning Committee  
 From: Director Planning and Building  
 Re: Burnaby Access Advisory Committee 2016 Workplan  
 2015 January 19..... Page 2

Each year, BAAC develops a workplan which is submitted to the Social Planning Committee and Council for approval. This report describes the Committee's 2016 activities and outlines proposed activities for BAAC's 2017 workplan.

## **2.0 OVERVIEW OF 2016 ACTIVITIES**

### **2.1 Access Improvements in City Facilities**

In 2016, funds were included in the Planning and Building Department's Operating Budget to finance access and inclusion improvements in City facilities. BAAC, in consultation with City staff, annually establishes a list of priority access improvements to be supported with the available funds. The following items were completed under a \$50,000 allocation provided in 2016:

#### **Bonsor Recreation Complex**

- Purchase of an aquatics wheelchair to enable access to the pool deck, change rooms and showers.

#### **Eileen Dailly Leisure Pool**

- Installation of a lift to enable easy transfer from a wheelchair to the hot tub.

#### **Burnaby Lake Rowing Pavilion**

- Installation of automatic doors to the main entrance of the building to improve access.

#### **Burnaby City Hall**

- Installation of automatic doors to cafeteria entrance to improve access.

#### **Kensington Arena**

- Installation of automatic doors to the main entrance of the building to improve access.

#### **McGill Library**

- Installation of automatic doors on family washroom to improve access.

### **2.2 Awareness Events**

In early June 2016, BAAC celebrated Access Awareness Day by holding a Human Library event. For this initiative, two BAAC members volunteered to be "human books" for grades 6 and 7 students from Edmonds Community School. The BAAC members shared personal stories with the students about living with a disability.

To mark the 2016 United Nations Day of Persons with Disabilities, which falls on December 3 each year, BAAC planned to host a guest speaker and film night at Tommy Douglas Library. The film selected was "Darius Goes West", which features a wheelchair-bound, young man living with Duchenne Muscular Dystrophy who travels the country to test wheelchair-accessibility.

To: Social Planning Committee  
 From: Director Planning and Building  
 Re: Burnaby Access Advisory Committee 2016 Workplan  
 2015 January 19..... Page 3

This event was scheduled for December 7, 2016 however due to winter conditions (snow and ice) it has been rescheduled for February 6, 2017.

### 2.3 Other Activities

In 2016, the Burnaby Access Advisory Committee continued to monitor needs for curb cuts, audible pedestrian traffic signals, sidewalk improvements, street furniture and other access improvements to City facilities. Issues and areas of concern were advanced to staff for consideration in determining priority improvements for 2017 and future years.

### 3.0 PROPOSED 2017 WORKPLAN

Staff, in consultation with BAAC, propose the following accessibility and inclusion-related initiatives for the Committee's 2017 workplan:

1. Assist staff in the identification of priority accessibility and inclusion improvements in City facilities for 2017/2018 under the capital program;
2. Support community events and initiatives for Access Awareness Day in June 2017;
3. Support community events and initiatives for the United Nations International Day of Disability in December 2017;
4. Support the implementation, as appropriate, of accessibility and inclusion-related actions contained in the Social Sustainability Strategy;
5. Revise the Burnaby Access Guidebook to reflect updates at community facilities;
6. Support staff with the development of a training opportunity for City staff to build awareness of accessibility and inclusion for persons with disabilities;
7. Monitor accessible transportation services including public transit and taxi service, and identify any need for better transit routing and accessible bus stops;
8. Liaise with relevant external organizations (including the Voices of Burnaby Seniors) that work on accessibility-related issues in Burnaby;
9. Provide accessibility-related comments on major plans and new civic developments early in the process, with appropriate follow-up;
10. Identify the need for curb cuts, audible pedestrian traffic signals, sidewalk improvements, and access improvements to City facilities; and
11. Connect with other municipal accessibility advisory bodies to share information and lessons learned.

To: Social Planning Committee  
 From: Director Planning and Building  
 Re: Burnaby Access Advisory Committee 2016 Workplan  
 2015 January 19..... Page 4

Acknowledging the availability of Committee resources and staff time, it should be noted that workplan items six to eleven are anticipated to occur on an 'as needed' basis. The Committee's priorities will be focused on workplan items one to five. It is expected that all of the suggested activities can be undertaken with existing staff resources and within the existing departmental budget.

From time to time, other issues of interest to BAAC may arise. Staff will advise the Social Planning Committee of any significant additions to the proposed 2017 workplan for BAAC.

#### 4.0 CONCLUSION

Since its establishment 29 years ago, BAAC has played an important role providing valuable advice and recommendations to the City regarding accessibility and inclusion issues. Implementation of items identified in the workplan for 2017 will enable BAAC to continue to assist the City to enhance access to facilities and inclusion in services for all Burnaby residents.

As such, it is recommended that the Committee request Council to approve the proposed Burnaby Access Advisory Committee 2017 workplan, as outlined in Section 3.0 of this report.

  
 Lou Pelletier, Director  
 PLANNING AND BUILDING

KL:sa

Copied to: City Manager  
 Deputy City Manager  
 Director Engineering  
 Director Finance  
 Director Parks, Recreation and Cultural Services  
 Chief Librarian  
 Fire Chief  
 OIC, RCMP  
 City Clerk

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2017 February 01

## COMMITTEE REPORT

**TO:** CHAIR AND MEMBERS  
SOCIAL PLANNING COMMITTEE

**DATE:** 2017 January 19

**FROM:** DIRECTOR PLANNING AND BUILDING

**FILE:** 2125 20  
*Reference:* UBCM

**SUBJECT:** LOCAL GOVERNMENT AWARENESS WEEK 2017

**PURPOSE:** To propose activities for Burnaby's participation in Local Government Awareness Week 2017.

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**RECOMMENDATION:**

1. **THAT** Council approve the City's involvement in Local Government Awareness Week 2017, as outlined in Section 2.2 of this report.

**REPORT**

**1.0 BACKGROUND**

Local Government Awareness Week (LGAW) is an annual Union of BC Municipalities (UBCM) initiative held in May to educate the public about the roles and responsibilities of local government, and to encourage public participation in local government processes.

LGAW was undertaken as a regular program item of the UBCM from 1987 to 2003. In 2010, following an endorsed resolution at the 2009 UBCM Convention, the initiative was reinstated with additional support provided by the UBCM for associated activities. UBCM now delivers LGAW in partnership with CivicInfo BC<sup>1</sup>, the Local Government Management Association<sup>2</sup>, the Ministry of Community, Sport and Cultural Development, the Ministry of Education, the BC School Trustees Association and the Public Works Association of BC<sup>3</sup>. Burnaby has participated since 2011.

Over the past few years, the City of Burnaby has implemented civic engagement and awareness initiatives that are ongoing today: City Hall stays open late on Thursdays in order to better serve

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<sup>1</sup> CivicInfo BC is a co-operative information service for those who work, or have an interest in British Columbia's local government sector. The main goal of CivicInfo BC is to facilitate the free and open exchange of local government information, which is done primarily through the web site: [www.civicinfo.bc.ca](http://www.civicinfo.bc.ca).

<sup>2</sup> The Local Government Management Association works to promote professional management and leadership excellence in local government in BC: [www.lgma.ca](http://www.lgma.ca).

<sup>3</sup> The Public Works Association of BC is a non-profit organization that supports individuals working for municipalities, utility companies and engineering consulting firms by providing opportunities for information sharing, education and professional development: <http://pwabc.cpwa.net/Index.html>.



To: Social Planning Committee  
 From: Director Planning and Building  
 Re: Local Government Awareness Week 2017  
 2017 January 19..... Page 2

the public and staff and the mayor's office offer tours to the general public and elementary students to introduce them to City Hall and civic government.

Last year, LGAW took place from 2016 May 15 – 21. The City continued its effort to increase citizen awareness of the many avenues for Burnaby residents to get involved in their local government and community. The City issued an official proclamation recognizing 2016 May 15 – 21 as LGAW, encouraged exploration of the new Heritage website through an online scavenger hunt and hosted a joint Open House with the RCMP. Information on the Heritage Scavenger Hunt was included in the Spring edition of InfoBurnaby. Between 2016 April 1 and June 30, 73 per cent of visitors to the Heritage website were new, which indicates a strong level of engagement. The Burnaby City Hall and RCMP Open House happened on 2016 September 17. This well attended event provided an opportunity for residents to have fun while learning about City services and for City Council, the RCMP and City staff to enjoy a day engaging with citizens.

The purpose of this report is to propose activities for Burnaby's participation in Local Government Awareness Week 2017. The UBCM is encouraging municipalities to develop their own theme.

## **2.0 PROPOSED LOCAL GOVERNMENT AWARENESS WEEK 2017 IN BURNABY**

The dates for LGAW in 2017 have not yet been announced. Typically, LGAW takes place the third week of May. The *Burnaby Social Sustainability Strategy* supports the City's continued participation in Local Government Awareness Week. Two of the seven strategic priorities identified in the Strategy were 'Getting Involved' and 'Learning for Life'. Through the Strategy's development process, it became evident that Burnaby residents place great value on the many existing opportunities in Burnaby to be involved, aware and engaged in civic matters and to have access to opportunities for informal learning.

In support of the Social Sustainability Strategy, Local Government Awareness Week provides an appropriate opportunity for the City to highlight its history, roles and functions and to encourage and educate its citizens about how to become involved civically, socially and culturally.

With Council's approval, this would be the seventh annual observance of LGAW in Burnaby.

### **2.1 Proposed Theme**

The proposed theme for Local Government Awareness Week 2017 is '*Celebrating and Connecting Burnaby*'. This theme would promote local government awareness and opportunities to be engaged in civic life through the City's public celebratory events and online resources. As 2017 marks Burnaby's 125<sup>th</sup> birthday, LGAW and its activities can be co-ordinated to highlight the 125<sup>th</sup> birthday activities.

To: Social Planning Committee  
 From: Director Planning and Building  
 Re: Local Government Awareness Week 2017  
 2017 January 19..... Page 3

## 2.2 Suggested Activities for Local Government Awareness Week 2017

Based on the ‘*Celebrating and Connecting Burnaby*’ theme, the following activities are proposed to recognize LGAW in 2017:

- City Proclamation: issue an official City proclamation recognizing Local Government Awareness Week in Burnaby.
- Drawing contest: develop and implement a themed drawing contest for school aged children, related to larger City initiatives such as either asking children to draw what they love about Burnaby or how they are going to celebrate Burnaby’s 125<sup>th</sup>/Canada’s 150<sup>th</sup> Birthdays. In keeping with the ‘*Celebrating and Connecting Burnaby*’ theme, winning drawings will be featured in social media, the City’s website and in InfoBurnaby. To further engage children in local government, the winners will be invited to attend a Council meeting where their art work will be officially recognized by the Mayor. In the future, staff could also choose to use these drawings to promote other civic initiatives.
- Civic Awareness videos: explore the creation of short information videos to promote civic awareness and engagement. The aim of the videos would be to reach new (younger) residents and foster stronger online connections. This larger initiative would be explored in 2017 with potential delivery in 2018.
- Refresh of the ‘Be Involved’ portal: develop a new, more dynamic interface and update information in the ‘Be Involved’ portal of the City’s website. The new portal would then be promoted through an InfoBurnaby article, on social media, and through the City Hall Tours program.
- Public Wi-Fi Network and Open Data Portal: inform the public about the locations of the City’s public Wi-Fi network and about the City of Burnaby’s online open data resources in an issue of InfoBurnaby. The Wi-Fi network will also be mapped and featured on the City’s website.
- 125<sup>th</sup>/150<sup>th</sup> Birthday Celebration Promotional Support: celebrating civic and federal birthdays will help create stronger connections amongst residents. Celebratory related initiatives will be promoted through InfoBurnaby articles and other social media.

All of the suggested activities would be undertaken with existing staff and budget resources.

## 3.0 CONCLUSION

As demonstrated through the development of the *Burnaby Social Sustainability Strategy (June 2011)*, Burnaby residents place great value on the opportunity to be civically engaged and active in their community, and pursue life long learning. Local Government Awareness Week (LGAW) is an opportunity for the City to build upon this strong base to develop greater awareness among

To: Social Planning Committee  
 From: Director Planning and Building  
 Re: Local Government Awareness Week 2017  
 2017 January 19..... Page 4

the public of the roles and responsibilities of local government and improve access to this information.

The proposed 2017 theme of '*Celebrating and Connecting Burnaby*' would focus on engaging children through a drawing contest, exploring the creation of civic awareness and engagement videos, updating the Be Involved portal, promoting the City's Public Wi-Fi network and Open Data Portal and supporting celebratory initiatives through articles in InfoBurnaby and social media.

As such, this report recommends that Council approve the City's involvement in Local Government Awareness Week 2017 through six proposed activities, as outlined in Section 2.2 of this report.

  
 Lou Pelletier, Director  
 PLANNING AND BUILDING

KL/sa

Copied to: City Manager  
 Deputy City Manager  
 Director Engineering  
 Director Finance  
 Director Parks, Recreation and Cultural Services  
 Director Public Safety and Community Services  
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 City Clerk

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