



FINANCIAL MANAGEMENT COMMITTEE

NOTICE OF OPEN MEETING

DATE: WEDNESDAY, 2017 MARCH 22

TIME: 5:30 PM

PLACE: Council Committee Room, Burnaby City Hall

A G E N D A

1. <u>CALL TO ORDER</u>	<u>PAGE</u>
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Committee
Re: Emergency Power at Select Key City Facilities - Feasibility
Study | 39 |

5. **NEW APPLICATIONS - FESTIVALS BURNABY**

Neighbourhood Events

- | | | |
|----|--|----|
| a) | #17-N-005 - Korean Writers' Association of Canada | 42 |
| | <i>Canada-Korean Literary Festival</i> | |

An application was received from the Korean Writers' Association of Canada for the Canada-Korean Literary Festival to be held on 2017 July 9 at the Shadbolt Centre for the Arts. This annual event is held to create an understanding between the Canadian and Korean cultures and forge a bond through multi-cultural performances, readings and interpretation of foreign language poems.

Request: \$8,000

CPA: 2016 - \$1,500 (Neighbourhood Grant)
2015 - \$2,000 (Neighbourhood Grant)
2014 - \$2,500 (Neighbourhood Grant)

Small Scale Events

- | | | |
|----|---|----|
| b) | #17-S-006 - Bula! Fiji Association of British Columbia | 44 |
| | <i>2017 Fiji Festival</i> | |

An application was received from the Bula! Fiji Association of British Columbia for the Fiji Festival to be held on 2017 July 15 at Swangard Stadium. This free annual festival in its 16th year will showcase a traditional Fijian ceremony and welcome remarks, entertainment, talent and a fashion show, ethnic foods, cultural display and soccer tournament.

Request: \$6,340

CPA: 2016 - \$4,000 (Neighbourhood Grant)
2015 - \$4,000 (Small Scale Grant)
2014 - \$4,000 (Small Scale Grant)

c) #17-S-007 - Malakurd Association 46
Newroz Kurdish New Year Celebration

An application was received from the Malakurd Association for the Newroz Kurdish New Year Celebration to be held on 2017 March 19 at Barnet Marine Park. This free event will celebrate the Kurdish New Year through entertainment, food, kids' activities and a cultural dance around fire.

Request: \$8,000

CPA: 2016 - No Application
2015 - No Application
2014 - No Application

d) #17-S-008 - Edmonds City Fair and Classic Car Show 48
Committee
Edmonds City Fair and Classic Car Show

An application was received from the Edmonds City Fair and Classic Car Show Committee for the Edmonds City Fair and Classic Car Show to be held on 2017 July 16 along Edmonds Street, from Canada Way to Kingsway. The local event will highlight Burnaby's 125th anniversary with free activities, entertainment and food. The event will feature an old fashion City Fair with rides, petting zoo, children and family activities, International Village and community displays and the Classic Car Show for the public to view and enjoy.

Request: \$6,000

CPA: 2016 - \$5,500 (Small Scale Grant)
2015 - \$5,000 (Small Scale Grant)
2014 - \$5,000 (Small Scale Grant)

6. NEW APPLICATIONS

a) #17.15. - Scouts Canada 50
Scouting Programs

An application was received from Scouts Canada Pacific Coast Council requesting a grant to support Burnaby based scouting programs for Beavers, Cubs, Scouts, Venturers and Rovers for 2017.

Request: \$6,000

CPA: 2016 - \$5,000
2015 - \$5,000
2014 - \$5,000

b) **#17.16. - Cumberland Place Community** 52
Canada 150th Cumberland Place Block Party

An application was received from Cumberland Place Community requesting a grant to celebrate Canada's 150th birthday with a block party in the neighbourhood. Festivities will include a bouncy castle for the kids, barbeque hot dogs, popcorn, performances as well as a petting zoo.

Request: \$2,350 CPA: 2016 - No Application
2015 - No Application
2014 - No Application

c) **#17.17. - The Maple Leaf Singers** 54
Annual Spring Show

An application was received from the Maple Leaf Singers requesting a grant to assist with the cost of funding their Annual Spring Show 'From the Heart' to be held at the Massey Theatre, New Westminster on 2017 May 27 and 28.

Request: \$200 CPA: 2016 - \$200
2015 - \$200
2014 - \$200

d) **#17.18. - Inclusion BC** 58
Canada 150 Celebrations

An application was received from Inclusion BC requesting a grant to help celebrate Canada's 150th birthday, inclusively. This year, Inclusion BC will present the first ever Disability Pride celebration including a parade in BC as part of Canada 150th. As well, throughout 2017 the foundation will be giving grants to individuals, families and community organizations to participate in existing celebrations, parades and marches in their own communities. As an Inclusive Communities Partner, the City will get included on the geo map with local events featured.

Request: \$1,000 CPA: 2016 - No Application
2015 - No Application
2014 - No Application

e) **#17.19. - Burnaby Neighbourhood House** 59
North House

An application was received from Burnaby Neighbourhood House requesting a grant to assist with expenses associated with the organization's expansion and creation of a second location (North House) in North Burnaby. Burnaby Neighbourhood House provides programs and services to Burnaby residents

of all ages and backgrounds, and promotes volunteering with meaningful experiences that help residents gain employment skills.

Request: \$20,000 CPA: 2016 - No Application
2015 - Denied (\$1,500 in-kind printing)
2014 - \$5,000 (Gilpin Daycare)

f) **#17.20. - Burnaby Minor Hockey Association** 62
 Provincial Tournament

An application was received from the Burnaby Minor Hockey Association (Bantam A1 Team) requesting a grant to assist with travel expenses for 17 players, Burnaby residents, to attend the BC Hockey Provincial tournament to be held on 2017 March 18 – 23 in Kamloops, BC.

Request: Unspecified CPA: 2016 - No Application
2015 - No Application
2014 - No Application

g) **#17.21. - Variety - The Children's Charity of BC** 63
 Variety Kids Campaign 2017/2018

An application was received from Variety – The Children’s Charity of BC requesting a grant to assist with their new Variety Kids Campaign in 2017/2018. Variety’s goal is to improve the quality of life for children who have special needs and to support them in their development. The organization helps over 1,600 children each year, spending an average of \$2,500 per child.

Request: \$10,000 CPA: 2016 - No Application
2015 - No Application
2014 - No Application

7. **NEW BUSINESS**

8. **INQUIRIES**

9. **ADJOURNMENT**



EXECUTIVE COMMITTEE OF COUNCIL

MINUTES

An Open meeting of the Executive Committee of Council was held in the Council Committee Room, main floor, City Hall, 4949 Canada Way, Burnaby, BC on Thursday, **2017 February 16** at 5:00 p.m.

1. CALL TO ORDER

PRESENT: Councillor Sav Dhaliwal, Chair
Councillor Paul McDonell, Vice Chair
Councillor Dan Johnston, Member (*arrived at 5:08 p.m.*)

STAFF: Mr. Lambert Chu, City Manager
Mr. Craig Collis, Assistant Director - Recreation
Ms. Blanka Zeinabova, Administrative Officer

The Chair called the Open meeting to order at 5:06 p.m.

2. MINUTES

- (a) **Minutes of the Executive Committee of Council
Open meeting held on 2017 January 26**

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR DHALI WAL

THAT the minutes of the Executive Committee of Council Open meeting held on 2017 January 26 be adopted.

CARRIED UNANIMOUSLY

3. DELEGATIONS

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR DHALI WAL

THAT the delegations be heard.

CARRIED UNANIMOUSLY

(a) **parkrun Canada**
Re: Deer Lake parkrun
Speaker: Euan Bowman, Country Manager

Councillor Johnston arrived at 5:08 p.m.

Mr. Euan Bowman, parkrun Canada Country Manager, and **Mr. George Patton**, a park runner from North Burnaby Runners, appeared before the Committee advising that parkrun is a not-for-profit organization that has a global track record of creating healthier and happier cities by helping residents to become more active physically and interacting with their community.

The speaker noted that parkrun is a free, weekly, 5km timed run and community event that is open to everyone. Since 2004, parkrun offers over 1,000 events worldwide (i.e. Great Britain, Europe, South Africa, Australia, USA, and Canada) with over 200,000 people taking part every week. The events are completely organized by volunteers.

Mr. Bowman further noted that in addition, parkrun offers the following benefits:

- increase in participation levels in exercise and volunteering;
- more international tourism to the area;
- increase prominent profile of the park (Deer Lake is proposed venue for Burnaby);
- greater sense of well-being in runners and walkers extends to their family and friends.

In conclusion, the speaker noted parkrun is seeking \$5,000 (50% of start-up costs) to establish Deer Lake parkrun in Burnaby. The amount will pay for the equipment, insurance, software, signage and registration items.

(b) **Crisis Intervention and Suicide Prevention Centre of BC**
Re: Services and Programs
Speakers: Sandy Biggerstaff, Executive Director
Kyle Tiney, Director of Development & Communications

Ms. Sandy Biggerstaff, Executive Director, and **Mr. Kyle Tiney**, Director of Development and Communications of the Crisis Intervention and Suicide Prevention Centre of BC, appeared before the Committee providing an overview of services and programs, as well as the impact the Centre has in the region.

Ms. Biggerstaff advised that the Crisis Centre has operated since 1969, and provides 24/7 free support to youth, adults and seniors.

Mr. Tiney noted that each year, the Centre provides support to approximately 5,000 to 7,000 Burnaby residents. The Crisis Centre also organizes workshops on suicide awareness, self-care, mindfulness, etc.

Ms. Biggerstaff noted that the Crisis Centre utilizes a holistic approach to suicide prevention in the communities, always working to further their mandate of empowering individuals to help themselves and others in times of distress. Each year, Youth Distress Services are accessed by thousands of Burnaby residents who are seeking targeted, non-judgmental youth support by highly trained volunteers, as well as informative resources regarding suicide prevention. By remaining adaptive to specific needs such as this and striving to create suicide-safer communities in Burnaby and beyond, the Centre is able to break down stigma surrounding suicide, showing youth they are not alone.

In conclusion, the speaker noted that 24% of their funding is received from the Vancouver Coastal Health, and the rest of the funding is received from the City of Vancouver, United Way, gaming funds, different foundations, and private donations. The Crisis Centre is seeking a grant in support of the services provided to Burnaby residents.

Arising from the delegations and further discussion regarding their grant requests, the Committee introduced the following motions:

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT a parkrun grant request be denied.

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT the Crisis Centre grant request be now **TABLED**.

CARRIED UNANIMOUSLY

This grant request was TABLED to allow Committee members the opportunity for further review.

The Chair advised regarding the upcoming new structure of the Committee, and further requested to forward this matter to the Financial Management Committee meeting on 2017 February 22.

4. CORRESPONDENCE

MOVED BY COUNCILLOR JOHNSTON
SECONDED BY COUNCILLOR MCDONELL

THAT the correspondence be received.

CARRIED UNANIMOUSLY

**(a) Big Sisters of BC Lower Mainland
Re: Letter of Appreciation (#16.34)**

Correspondence was received Ms. Brenda Gershkovitch, Executive Director, Big Sisters of BC Lower Mainland, expressing appreciation to the City for funding in support of their programs.

5. FESTIVALS BURNABY GRANTS APPROVED - \$7,900**6. PROGRESSIVE LIST OF GRANTS APPROVED- \$37,095****7. NEW APPLICATIONS**

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT the New Applications be received.

CARRIED UNANIMOUSLY

**(a) #17.11. - Canadian Fallen Heroes Foundation
*Youth Remembrance Project***

An application was received from Canadian Fallen Heroes Foundation requesting a grant to assist with the Youth Remembrance Project to create memorials in honour of Canada's fallen soldiers. Every \$500 raised will get a local classroom involved in a research project, and the classroom will be gifted \$150 to use towards a field trip.

Request: \$500

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

**(b) #17.12. - Community Centred College for the Retired
*Courses and Programs***

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

Request:	Unspecified	CPA:	2016 - \$1,500
			2015 - \$2,500
			2014 - \$2,500

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT a grant in the amount of \$1,500 be awarded to the Community Centred College for the Retired to assist with the cost of courses and programs in 2017.

CARRIED UNANIMOUSLY

8. TABLED MATTER

- (a) **#17.10. - Burnaby Community Services Society**
Burnaby Recreation Credit Program (2017 and 2016 Supplemental)
(Tabled 2017 January 26)

An application was received from Burnaby Community Services Society 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
 2915 – \$8,720 Supplemental Grant
 2014 – \$17,000
 2014 – \$9,260 Supplemental Grant

MOVED BY COUNCILLOR JOHNSTON
SECONDED BY COUNCILLOR MCDONELL

THAT this grant request be now TABLED.

CARRIED UNANIMOUSLY

This grant request was TABLED to allow the Committee members a further opportunity to review the matter.

MOVED BY COUNCILLOR JOHNSTON
SECONDED BY COUNCILLOR MCDONELL

THAT this grant request be now **LIFTED** from the table.

CARRIED UNANIMOUSLY

Mr. Craig Collis, Assistant Director – Recreation, appeared before the Committee providing an update on Burnaby Recreation Credit Program, as well as 5 year overview of the number of applications, value distributed and value of use.

The Committee inquired regarding:

- Burnaby Community Services Society's purpose;
- streamlining the process and using computers to fill in the applications in order to decrease processing time;
- a number of returning families and the possibility to decrease processing of those applications;
- verifying eligibility of children turning 19; and
- a number of new clients each year.

Staff undertook to investigate.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT a grant in the amount of \$24,912 be awarded to Burnaby Community Services Society for Burnaby Recreation Credit Program for 2017, including a supplemental balance of 2016.

CARRIED UNANIMOUSLY

9. NEW BUSINESS

There was no new business brought before the Committee at this time.

10. INQUIRIES

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

11. ADJOURNMENT

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT this Open Committee meeting do now adjourn.

CARRIED UNANIMOUSLY

The Open Committee meeting adjourned at 6:04 p.m.

Blanka Zeinabova
Administrative Officer

Councillor Sav Dhaliwal
Chair

DRAFT



FINANCIAL MANAGEMENT COMMITTEE

MINUTES

An Open meeting of the Financial Management Committee was held in the Council Committee Room, City Hall, 4949 Canada Way, Burnaby, B.C. on Wednesday, **2017 February 22** at 5:30 p.m.

1. CALL TO ORDER

PRESENT: Councillor Dan Johnston, Chair
 Councillor Colleen Jordan, Vice Chair
 Councillor Pietro Calendino, Member
 Councillor Anne Kang, Member
 Councillor Paul McDonell, Member

STAFF: Mr. Lambert Chu, City Manager
 Mr. Leon Gous, Director Engineering
 Mr. Bob Klimek, Deputy Director Finance
 Mr. Lou Pelletier, Director Planning & Building
 Ms. Blanka Zeinabova, Administrative Officer

The Chair called the Open meeting to order at 5:38 p.m.

2. MINUTES

a) **Minutes of the Open meeting of the Financial Management Committee held on 2017 January 25**

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JORDAN

THAT the minutes of the Open meeting of the Financial Management Committee held on 2017 January 25 be adopted.

CARRIED UNANIMOUSLY

The Chair welcomed Councillor Kang and Councillor Calendino as new members to the Financial Management Committee.

3. REPORTS

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR MCDONELL

THAT the reports be received.

CARRIED UNANIMOUSLY

a) Report from the Director Engineering
Re: 2017 Engineering Capital Infrastructure Traffic
Management Bylaw Funding Request

The Director Engineering submitted a report seeking funding approval for 2017 Traffic Management capital improvements.

The Director Engineering recommended:

1. THAT Council approve the capital expenditure of \$1.849 Million for Traffic Management capital improvements, as outlined in this report.
2. THAT Council authorize staff to bring down a Capital Reserves bylaw in the amount of \$1.935 Million (inclusive of GST) to finance the capital programs, as outlined in this report.

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendations of the Director Engineering be adopted.

CARRIED UNANIMOUSLY

b) Report from the Director Engineering
Re: 2017 Engineering Capital Infrastructure Bylaw Funding
Request

The Director Engineering submitted a report seeking approval and funding for 2017 Engineering capital infrastructure improvements.

The Director Engineering recommended:

1. THAT Council approve the additional capital expenditure of \$11.310 Million for infrastructure capital improvements, as outlined in this report.

2. THAT Council authorize staff to bring down a Capital reserves bylaw in the amount of \$7.679 Million (inclusive of GST), and draw from the Sanitary Sewer Capital Fund the amount of \$2.328 Million (inclusive of GST) and the Waterworks Utility Capital Fund the amount of \$1.831 Million (inclusive of GST).

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR CALENDINO

THAT the recommendations of the Director Engineering be adopted.

CARRIED UNANIMOUSLY

c) Report from the Director Finance
Re: 2017 – 2021 Provisional Financial Plan

The Director Finance submitted a report providing the 2017 – 2021 Provisional Financial Plan.

The Director Finance recommended:

1. THAT Financial Management Committee recommend Council receive the 2017 – 2021 Provisional Financial Plan.

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR CALENDINO

THAT the recommendation of the Director Finance be adopted.

CARRIED UNANIMOUSLY

d) Report from the Director Finance
Re: LGA Section 781 - Property Tax Write-Off

The Director Finance submitted a report seeking approval for the write off of property taxes for 1402-5000 Burrard Inlet.

The Director Finance recommended:

1. THAT the Financial Management Committee recommend Council authorize staff to apply to the Minister of Community, Sport and Cultural Development to issue an order pursuant to Section 781 of *the Local Government Act* that has the effect of writing off the property taxes in the amount of \$17,160.64 (2016 December 31) that are outstanding for the property listed in Appendix A, attached to this report.

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Director Finance be adopted.

CARRIED UNANIMOUSLY

4. **NEW BUSINESS**

Councillor Johnston – Tax on Employee Benefits

Councillor Johnston requested information regarding the Federal Government taxing private health and dental plans, and the impacts on the City.

Staff advised that this information will be provided to the Committee in the future.

It was further noted that this proposal was before the Federal Government for consideration multiple times, and staff suggested the City seek UBCM support.

Councillor Johnston requested that a copy of the report, when available, be sent to Burnaby Board of Trade.

Councillor Jordan – Medical Services Plan (MSP) Premiums

Councillor Jordan requested information regarding the MSP premiums, and the impact on the City.

Staff advised that this information will be provided to the Committee in the future.

5. **TABLED MATTER**

**the following matter was transferred to the Financial Management Committee from the Executive Committee of Council due to the Committee restructuring*

- a) **#17.14. – Crisis Intervention and Suicide Prevention Centre of BC**
Re: Services to Burnaby Residents
(Tabled 2017 February 16 at the Executive Committee of Council)

The Executive Committee of Council, at its Open meeting held on 2017 February 16, heard a delegation from Crisis Intervention and Suicide Prevention Centre of BC providing an overview of services and programs, as well as the impact the Centre has in the region. The delegation requested a grant in support of the services provided to Burnaby residents.

Request:	Unspecified	CPA:	2016 - Denied
			2015 - Denied
			2014 - \$4,000

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT this grant request be now TABLED.

CARRIED UNANIMOUSLY

This grant request was TABLED to allow Committee members the opportunity for further review.

The Chair advised regarding the upcoming new structure of the Committee, and further requested to forward this matter to the Financial Management Committee on 2017 February 22.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JORDAN

THAT this grant request be now LIFTED from the table.

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JORDAN

THAT a grant in the amount of \$4,000 be awarded to the Crisis Intervention and Suicide Prevention Centre of BC for services to Burnaby residents in 2017.

CARRIED UNANIMOUSLY

6. **INQUIRIES**

Councillor Jordan – BC Assessment

Councillor Jordan inquired regarding the BC Assessment Authority and its assessment of a number of properties at Metrotown area (Royal Oak to Patterson, south side of Kingsway) where value of approximately 80 buildings went drastically down.

Staff undertook to investigate.

7. **CLOSED**

Public excluded according to Sections 90 and 92 of the Community Charter.

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR MCDONELL

THAT this Open Committee meeting do now recess.

CARRIED UNANIMOUSLY

The Open Committee meeting recessed at 6:27 p.m.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JORDAN

THAT the Open Committee meeting do now reconvene.

CARRIED UNANIMOUSLY

The Open Committee meeting reconvened at 6:28 p.m.

8. **ADJOURNMENT**

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JORDAN

THAT this Open Committee meeting do now adjourn.

CARRIED UNANIMOUSLY

The Open Committee meeting adjourned at 6:28 p.m.

Blanka Zeinabova
ADMINISTRATIVE OFFICER

Councillor Dan Johnston
CHAIR



#17.14.

604-872-3311
Toll Free: 1-866-661-3311

www.youthinbc.com

604-872-1811

March 14, 2017

City of Burnaby Executive Committee of Council
C/O Administrative Officer 1
4949 Canada Way
Burnaby, BC V5G 1M2

Dear Councillor Dhaliwal and Executive Committee of Council Members,

On behalf of the more than 6,500 Burnaby residents who are impacted by our services annually, thank you so much for your commitment to supporting our suicide prevention and intervention programs. Your contribution helps us keep our vital community services in operation at no cost to the people we serve.

We depend on the hard work of a dedicated group of 425 volunteers to help deliver our life-saving programs and services to the community. We also depend on the generous support of our community to continue to reach out to people in need. You are providing life-saving phone calls that provide hope to people in crisis, eye-opening workshops which inspire young people to communicate about their feelings, opportunities for older adults to seek support from isolation and loneliness, and valuable training for community service providers to learn suicide intervention skills.

One of the most powerful notes we have received came recently with an online donation: *"Without the Distress Line being available, I wouldn't be here right now, donating one year later. Thank you."*

We look forward to sharing the impact of your generosity early next year. Thank you again for your commitment to building a suicide safer Burnaby.

In Best Health,

Sandy Biggerstaff
Executive Director

Kyle Tiney, CFRE
Director, Development and Communications



Meeting 2017 Mar 22

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2017 March 10

FROM: DIRECTOR ENGINEERING

FILE: 32000-05

SUBJECT: 2017 ENGINEERING CAPITAL INFRASTRUCTURE BYLAW FUNDING REQUEST

PURPOSE: To request approval and funding for multi-year Engineering capital infrastructure improvements.

RECOMMENDATIONS:

1. **THAT** Council approve the capital expenditure of \$21.068 Million for infrastructure capital improvements, as outlined in this report.
2. **THAT** Council authorize staff to bring down a Capital Reserves bylaw in the amount of \$11.408 Million (inclusive of GST), and draw from the Sanitary Sewer Capital Fund the amount of \$6.106 Million (inclusive of GST) and the Waterworks Utility Capital Fund the amount of \$4.537 Million (inclusive of GST).

REPORT

The 2017 – 2021 Provisional Capital Plan provides funding for various multi-year capital improvements. In order to proceed in a timely manner with the contracts for design and construction, funding approval is requested for the below listed projects. Sufficient Capital Reserves are available to complete these works.

1.0 2017 CAPITAL PROGRAM

For capital programs that have plan in multiple years, the funding for all years is being raised here in order to be able to award upcoming contracts for construction.

1.1 Combined Sewer Separation Program**\$5,703,107**

EJA.0015	Watermain Renewals	\$ 1,259,696
EKA.0015	Sanitary Main	4,099,731
EMC.0011	Local Road Network	27,276
EMF.0051	Minor Traffic Mgmt Projects	32,731
ERA.0063	Gilmore, Union to Pender	283,673
		<u>\$ 5,703,107</u>

To: Chair and Members Financial Management Committee

From: Director Engineering

Re: 2017 ENGINEERING CAPITAL INFRASTRUCTURE BYLAW FUNDING REQUEST

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This sewer separation project is part of the City's ongoing infrastructure renewal program involving separation of combined sewer as required under the Liquid Waste Management Plan (ILWRMP). Sewer separation minimizes volumes of combined sewer over-flow to the environment and the amount of wastewater that needs to be treated resulting in better allocation of resources, lower energy use and reduced environmental impact.

To optimize the combined sewer separation program, this project also includes replacement of aged watermain alongside the affected sewers, where applicable. A total of 2.2km of watermain replacement is anticipated.

The separation of combined sewers also includes road rehabilitation on all affected streets and lanes.

This is the second and final request for funding for this project. There was \$3.3 M raised in February.

1.2 Northeast Burnaby Roads Intersection Improvements \$7,304,000

AEC.0015	Civic Communications	\$ 250,000
EJA.0015	Watermain Renewals	350,000
ERA.0056	Streetlight & Sidewalk Program	950,000
ERA.0059	North Rd Upgrade	2,169,000
ERA.0060	Gamma Upgrade - Cambridge to Albert	1,985,000
ERA.0062	Shellmont – Arden to Underhill	<u>1,600,000</u>
		\$ 7,304,000

Transportation Planning (Planning), Transportation Services (Engineering), and Infrastructure Planning & Development (Engineering) have identified road improvements at a number of locations to improve traffic flow, accessibility and safety for all users. This includes street upgrades to the urban standard, intersection improvements, installation of new or upgrade of existing sidewalks/urban trails, etc.

1.3 Hastings Street Renewal Phase 5 of 5 \$3,351,500

EJA.015	Watermain Renewals	\$ 942,500
EKA.0015	Sanitary Main	1,309,000
EMA.0008	MRN	<u>1,100,000</u>
		\$ 3,351,500

Replace existing AC and CI watermain with new DI watermain as part of the City's ongoing infrastructure renewal program. Rehabilitation of the affected roads and accessibility improvements to be coordinated with watermain replacements as part of an integrated project, where applicable.

To: Chair and Members Financial Management Committee

From: Director Engineering

Re: 2017 ENGINEERING CAPITAL INFRASTRUCTURE BYLAW FUNDING REQUEST

2017 March 10 Page 3

1.4 10th Ave PRV & System Upgrade \$652,000

EJB.0011 Pump Stn, Reservoirs, PRVs

Upgrade the existing 10th Av PRV Station and related works as part of the City's ongoing infrastructure renewal program.

1.5 Water Meter Reading Project \$750,000

EJB.0012 Water Meters

Upgrade existing water meters to include automated metering reading technology, as part of the City's ongoing infrastructure renewal program. New meter reading technology improves meter reading accuracy and billing, and is anticipated to lead to significant cost saving compared to manual reading and data collection methods.

1.6 Trenchless Rehabilitation \$250,000

EKA.0015 Sanitary Main

Rehabilitation or replacement of sanitary sewer mains using Trenchless Technology (including Relining/Bursting, etc.).

1.7 Laurel St Works Yard On-Site Contamination Cleanup \$779,400

ENX.3042 Laurel Works Yard On-Site Contamination Cleanup

Soil remediation at the Laurel St Works Yard to prepare the site for the construction of the new works yard buildings.

1.8 Developer Coordinated Roads \$700,000

EMD.0022 DCW – Roads

This is an allotment of funds to complete road rehabilitation work in coordination with development projects.

1.9 Coordinated Works - Storm \$550,000

ELA.0025 Coordinated Works – Storm

This project involves development coordinated works related to storm sewers and drainage. Through development services review, the Engineering Department may identify offsite improvements adjacent to development that are more effective and/or cost efficient to be delivered by or together with development projects.

To: Chair and Members Financial Management Committee
 From: Director Engineering
 Re: 2017 ENGINEERING CAPITAL INFRASTRUCTURE BYLAW FUNDING REQUEST
 2017 March 10 Page 4

1.10 Water Coordinated Works \$343,000

EJA.0015 Watermain Renewals

Engineering Development Services will identify opportunities to coordinate City water infrastructure upgrades with development work. Location and scope to be determined based on emerging Development requirements.

1.11 Sanitary Coordinated Works \$150,000

EKA.0015 Sanitary Main

Allocation of funds from Sewer for potential coordinated works by Development. Location and scope to be determined based on emerging Development requirements.

1.12 Centennial Way – Horizons Ph II \$25,000

EJB.0011 Pump Stns, Reservoirs, PRVs, Scada

Work to include design of future flow control (PRV) chamber in conjunction with Phase II of the Centennial Main project (from 2016). Construction anticipated in 2018.

1.13 Right-of-Way Acquisitions \$20,000

EME.0001 ROW Acquisitions

This is budget allocation for right of way acquisition as required by road related projects.

1.14 Prior Year Projects \$489,500

EJA.0014	Watermain Renewal	\$ 12,500
ELA.0021	2016 Storm Sewers	202,000
ELD.0013	Byrne Creek Fish Barrier	250,000
EKB.0016	Wiggins Pump Station Upgrade	25,000
		<u>\$ 489,500</u>

Funding required to complete construction on prior year projects.

To: Chair and Members Financial Management Committee

From: Director Engineering

Re: 2017 ENGINEERING CAPITAL INFRASTRUCTURE BYLAW FUNDING REQUEST

2017 March 10 Page 5

2.0 RECOMMENDATION

It is recommended that Council approve the capital expenditure of \$21.068 Million for multi-year Infrastructure projects, as outlined in this report and that Council authorize staff to bring down a Capital Reserves Bylaw in the amount of \$11.408 Million (inclusive of GST), and draw from the Sanitary Sewer Capital Fund the amount of \$6.106 Million (inclusive of GST) and the Waterworks Utility Fund the amount of \$4.537 Million (inclusive of GST) to finance the capital programs as outlined in this report.



Leon A. Gous, P.Eng., MBA
DIRECTOR ENGINEERING

FV/ac

Copied to: City Manager
Director Finance
City Solicitor



Meeting 2017 Mar 22

COUNCIL REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2017 March 06

FROM: DIRECTOR ENGINEERING

FILE: 32000-05

SUBJECT: 2017 ENGINEERING CAPITAL BUILDING INFRASTRUCTURE
BYLAW FUNDING REQUEST

PURPOSE: To request funding approval for City facilities capital projects.

RECOMMENDATIONS:

1. **THAT** Council approve the capital expenditure of \$3.270 Million for facilities capital projects, as outlined in this report.
2. **THAT** Council authorize staff to bring down a Capital Reserves bylaw in the amount of \$3.423 Million (inclusive of GST), to finance the capital projects as outlined in this report.

REPORT

The 2017 – 2021 Provisional Financial Plan provides funding for various multi-year capital projects to replace building components that have reached the end of their service life. The City Building Program focuses on the protection of our building assets including the replacement of aging mechanical and heating ventilation equipment, electrical components, and roof replacements. By replacing the end of service life components in a timely manner, the City can minimize service disruptions due to system breakdowns and avoid costly emergency repairs. In order to proceed in a timely manner with the contracts for design and construction, funding approval is requested for the below listed projects. Sufficient Capital Reserves are available to complete these works.

To: Chair and Members Financial Management Committee
 From: Director Engineering
 Re: 2017 Engineering Capital Building Infrastructure Bylaw Funding Request
 2017 March 06 Page 2

1.0 CITY BUILDING PROGRAM

1.1 2017 Parks & Recreation (ENX.0077) \$2,355,000

Parks and Recreation buildings are chosen based on site condition reports, inspection reviews performed through the preventative maintenance programs and derived from repair frequencies of equipment. For 2017, the projects include replacement of skylights, exterior doors, pool deck tiles, sewer pipes, exhaust fans, pumps, electrical and fire alarm panels in various facilities ranging from Bonsor Recreation Centre to the Confederation Field Houses. The overall system improvements are expected to enhance system control, increase reliability, and improve energy efficiency.

1.2 2016 Library Buildings (ENX.0078) \$87,000

The Library buildings are chosen based on site condition reports, inspection reviews performed through the preventative maintenance programs and derived from repair frequencies of equipment. In 2017, the projects include domestic water pipe and pump replacements, and the renewal of the parkade CO2 monitoring system at the Bob Prittie Metrotown Library.

1.3 2017 Fire Halls (ENX.0079) \$125,000

Identified and scheduled for replacement are concrete apron and exhaust fan replacement at Firehall #1, hot water tank replacement at Firehall #2, apparatus bay concrete floor replacement at Firehall #3 and sump pump replacement at Firehall #5

1.4 2017 Resource and Daycare Centres (ENX.0080) \$90,000

2017 Resource and Daycare Centres projects include the Edmonds Resource Centre-Transformer Replacement and the Hanna Court Children's Centre – Exterior Envelope review.

1.5 2017 Commercial Properties (ENX.0081) \$16,000

The furnaces at the SPCA Animal Shelter have reached the end of their service life cycle. New higher efficiency furnaces will be considered as part of the replacement plan for energy conservation.

1.6 2017 Other Buildings (ENX.0082) \$347,500

This item will be used to support renewals at various building locations. For 2017, funding will be targeted to rehabilitate the many washrooms and fieldhouses located at the various parks sites. The works would include structural repairs as well as the replacement of sinks and counters. Also, included under this category is the facilities Water Conservation Program that involves the installation of water wise fixtures to reduce water consumption.

To: Chair and Members Financial Management Committee
 From: Director Engineering
 Re: 2017 Engineering Capital Building Infrastructure Bylaw Funding Request
 2017 March 06 Page 3

In addition, while the preventative maintenance and service life replacement programs are both in place to proactively minimize unexpected failures, equipment and component failures do occur and require urgent response to re-establish service for patrons. This funding allows for immediate response to handle these issues.

2.0 ENERGY PERFORMANCE PROGRAM

2.1 Energy Performance Program (ENX.0083) \$250,000

The Energy Performance Program involves the implementation of capital energy conversation improvements through the replacement of older electrical equipment with higher efficiency components. The projects would reduce energy consumption, operating costs, and greenhouse gas emissions.

The types of improvements include LED lighting, incorporation of high efficiency florescent light tubes, and compact florescent upgrades. The City funding for this program is typically partnered with BC Hydro or Fortis BC grant contributions.

3.0 RECOMMENDATION

It is recommended that Council approve the capital expenditure of \$3.270 Million for facilities capital projects, as outlined in this report and that Council authorize staff to bring down a Capital Reserves Bylaw in the amount of \$3.423 Million (inclusive of GST), to finance the capital projects as outlined in this report.



Leon A. Gous, P. Eng. MBA
 DIRECTOR ENGINEERING

FV/ac

Copied to: City Manager
 Director Finance
 Director Parks, Recreation & Cultural Services
 City Solicitor



Meeting 2017 Mar 22

COMMITTEE REPORT

TO: CHAIR AND MEMBERS FINANCIAL MANAGEMENT COMMITTEE **DATE:** 2017 March 06

FROM: DIRECTOR ENGINEERING **FILE:** 32000-05

SUBJECT: 2017 ENGINEERING CAPITAL INFRASTRUCTURE NEW VEHICLE AND EQUIPMENT ACQUISITION BYLAW FUNDING REQUEST

PURPOSE: To request funding approval for 2017 Engineering New Vehicles/Equipment.

RECOMMENDATIONS:

1. **THAT** Council approve the capital expenditure of \$1.095M for New Vehicle acquisitions, as outlined in this report.
2. **THAT** Council authorize staff to bring down a Capital Reserves Bylaw in the amount of \$1.146M (inclusive of GST), to finance the capital acquisitions outlined in this report.

REPORT

The 2017– 2021 Provisional Financial Plan identifies funding for various vehicles and equipment. In order to proceed in a timely manner with the contracts to purchase, funding approval is requested for the items listed below. Sufficient Capital Reserves are available to complete these purchases.

1.0 Vehicles Engineering Fleet

1.1 1 Ton Crew Cab Pickup	(ENZ.0050)	\$85,000
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Purchase of one 1-Ton Crew Pickup with utility box for the Sewers Division to enable crews to perform trenchless rehabilitation versus the standard excavation repair methods. This work requires crews to have all the equipment (preparation and flow control equipment, multiple sizes of bladders and repair material) on one vehicle to be able to effectively react and perform the work.

1.2 3/4T Crew Cab w/tailgate	(ENZ.0050)	\$48,000
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Purchase of one ¾ ton Crew Cab 4X2 with power tailgate and sign raking systems for Roads to provide an additional vehicle for crews to utilize for the installation of parking restriction signage for road works: flail mowing, street sweeping, vegetation control, etc.

To: Chair and Members Financial Management Committee
 From: Director Engineering
 Re: 2017 Engineering Capital Infrastructure New Vehicle Acquisition
 2017 March 06..... Page 2

2.0 New Equipment Engineering

2.1 Street Garbage and Recycling Containers (ENY.0016) \$750,000

To purchase additional street garbage and recycling containers that will be placed at 481 bus stops throughout the city.

2.3 Equipment – Less than \$100K (ENY.0016) \$211,800

5-Mobile Cameras-Illegal Dumping	\$50,000
1-Compactor for mixed containers	\$36,000
1-Emergency Traffic Control Trailer	\$30,000
9- Security Cameras-Still Creek Yard	\$26,900
5- Security Cameras-Eco Centre	\$16,900
1- Airless Paint Sprayer [laser liner]	\$16,000
2- 8x16 Axle Trailers [Water/Sewer]	\$15,000
6- Handheld Radios and 1 Base Station	\$11,000
1- Vinyl Plotter	\$10,000

3.0 RECOMMENDATION

It is recommended that Council approve the capital expenditure of \$1.095 M for new Vehicle and equipment acquisitions, as outlined in this report and that Council authorize staff to bring down a Capital Reserves Bylaw in the amount of \$1.146M (inclusive of GST) to finance the capital acquisitions as outlined in this report.



Leon A. Gous, P. Eng. MBA
 DIRECTOR ENGINEERING

FV/ac

Copied to: City Manager
 Director Finance
 City Solicitor



Meeting 2017 Mar 22

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2017 March 02

FROM: ACTING DIRECTOR FINANCE

FILE: 6500-01

SUBJECT: 2017 GAMING FUND REQUESTS

PURPOSE: To request funding from the Gaming Fund for five Council key initiatives.

RECOMMENDATION:

1. **THAT** Financial Management Committee recommend Council authorize funding in the amount of \$837,500 from the Gaming Fund to fund expenditures for five 2017 projects as outlined in this report.

REPORT**1.0 BACKGROUND**

In accordance with the Host Financial Assistance Agreement with the Province of BC, the City uses Community Gaming funds to fund Council approved initiatives based on Council policy. Annually Council reviews and approves all operating expenditures and capital project initiatives funded by the Gaming Fund for inclusion in the Financial Plan.

The eligibility criteria for use of gaming funds include operating expenditures that serve to protect or improve Burnaby's environment including beautification, heritage, public safety, international relations, or arts and culture.

In addition, operating expenditures project initiatives must satisfy the following criteria: be ad-hoc pilot projects which extend over a specific period of time and shall have little or no ongoing impact on the operating budget or result in a reliance on the property tax levy.

2.0 2017 GAMING FUND EXPENDITURES

The following Council initiatives will be included in the 2017 Provisional Operating Plan if approved by Council.

To: Financial Management Committee
 From: Acting Director Finance
 Re: 2017 GAMING FUND REQUESTS
 2017 March 22 Page 2

a. Festivals & Event Grants – \$520,000

Funding is required to support various festivals and special events throughout the year; examples include Hats Off Day Parade, Edmonds Community Fair, and Giro di Burnaby. Costs are largely associated with staff provisioned by Engineering, Police and Parks and Recreation and equipment expenses to provide sanitation, policing and traffic control and other support services to ensure safe and enjoyable events.

b. Burnaby Blues + Roots Festival – \$150,000

The cornerstone of the Festivals Burnaby program is the Burnaby Blues + Roots Festival. Festivals Burnaby support is used to ensure a diverse, high caliber roster is presented and the production and site amenities standards are met.

c. Symphony in the Park – \$30,000

The Symphony in the Park featuring the Vancouver Symphony Orchestra is a treasured event for Burnaby residents each summer. Additional funding is requested to ensure the production standards are currently met as part of the Festivals Burnaby program.

d. Intergovernmental Relations: Sister Cities – \$100,000

The City of Burnaby has a strong tradition and history associated with international sister city or friendship city relationships. Sister city arrangements are rooted in the philosophy that these relationships have intrinsic, long-term benefits to our community. These relationships are used as a tool to promote education, economic and cultural awareness. Burnaby was one of the first communities in Canada to recognize the economic and cultural opportunities of “friendships” with Asian cities and has supported a very active sister city relationship with Kushiro, Japan since 1965. Burnaby also shares a sister city relationship with Mesa, Arizona, Hwaseong, Korea and more recently, Zhongshan City, PR China. Funds are required for 2017 international sister city activities.

e. Anti-Graffiti Programs – \$37,500

i. Wrap Program – \$20,000

Art work or photos are used to wrap approximately 25 electrical cabinets at a cost of approximately \$800 each when they need replacement or maintenance. Each wrap is sourced internally and are specifically chosen for each location for the best fit. The wraps are purchased from a contractor inclusive of installation.

ii. Public Mural Program – \$17,500

Public murals are painted on otherwise blank walls in an effort to deter graffiti and to beautify the City. The Mural Program provides grants of up to 50% of the cost of painting a

To: Financial Management Committee
From: Acting Director Finance
Re: 2017 GAMING FUND REQUESTS

2017 March 22 Page 3

mural up to a maximum of \$3,500 on properties with a history of graffiti vandalism. Murals are painted by artists selected by the community. Since 2010, 25 murals have been installed throughout the City and they have been successful in deterring graffiti, beautifying an area and enhancing community identity.

3.0 RECOMMENDATION

It is recommended that Financial Management Committee recommend Council authorize funding in the amount of \$837,500 from the Gaming Fund to fund expenditures for five 2017 projects as outlined in this report.



Bob Klimek
ACTING DIRECTOR FINANCE

BK/ml

Copied to: City Manager



Meeting 2017 Mar 22

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2017 March 10

FROM: ACTING DIRECTOR FINANCE

FILE: 8150-01

SUBJECT: TAXATION OF EMPLOYER-PROVIDED HEALTH BENEFIT PLANS

PURPOSE: To provide information on the Federal Government's review of the tax-exempt status of employer-provided group health benefit plans.

RECOMMENDATIONS:

1. **THAT** the Financial Management Committee recommends Council advise the Union of BC Municipalities that it is opposed to any decision in the future by the Federal Government to include employer-provided group health benefit plans as a taxable benefit under the Federal Income Tax Act.
2. **THAT** this report be forwarded to Burnaby Members of Parliament and Burnaby Board of Trade.

REPORT**1.0 BACKGROUND**

At the 2017 January 26 meeting of the Executive Committee of Council, staff were requested to provide information on the possible change to the Federal Income Tax Act that would end the tax-free status of employer-provided group health and dental benefit plans reportedly under consideration by the federal government.

One week following Council's meeting, the Federal Government announced that it has no plans in the upcoming 2017 Budget to tax Canadians on employer-provided health benefit plans. This declaration likely came after mounting opposition to the move from a diverse group of interests, including, medical associations, insurance companies, unions and small businesses.

While this is welcome news, there is no guarantee that this measure will not be revisited in the future. The federal government have recently indicated that the current tax exemption status of employer-provided group health benefit plans was being scrutinized as part of a sweeping review of tax credits worth over \$100 billion dollars a year in foregone federal tax revenue. The government has insisted that the goal in undertaking this was to ensure tax fairness and to simplify the tax code, not to generate additional tax revenue. The 2016 Report on Federal Tax Expenditures forecasts the federal government will forego as much as \$2.9 billion in 2017 from the non-taxation of employer-provided group health and dental benefit contributions.

To: Financial Management Committee
 From: Acting Director Finance
 Re: TAXATION OF EMPLOYER-PROVIDED HEALTH BENEFIT PLANS
 2017 March 22 Page 2

It should be noted that this measure stemmed from the recommendations contained in a report of the *Advisory Panel on Healthcare Innovation* dated 2015 July. In this report, two of several recommendations put forward by the Panel are as follows:

1. Create a new Refundable Health Tax Credit (RHTC) to provide tax relief of 25 percent on eligible out-of-pocket healthcare expenditures up to \$3,000 per year, replacing the Refundable Medical Expense Supplement.

The RHTC would apply to the first-dollar spent on eligible expenses, and would be income-tested, with the full value of the credit made available to lower-income Canadians who bear a significant cost relative to their means. It would be administratively simple for tax filers, with tax slips issued by insurers and providers of health services. Payments to individuals with recurring expenses could be made on a quarterly basis.”

2. *“Make employer-provided premiums for employer-sponsored health and dental benefits a taxable benefit to the employee, while permitting employees to claim this expense as a qualifying medical expense under the new Refundable Health Tax Credit.”*

In their report, the Panel argued that that current non-taxation of employer-provided group health benefit plans creates unfairness as well as distorts the choice of compensation paid by public and group employers. The Panel also argued that individuals who are not able to participate in employer-provided health benefit plans received on average less tax relief for premiums under the current Medical Expense Tax Credit.

2.0 EMPLOYER-PROVIDED GROUP HEALTH BENEFIT PLANS

In Canada, employer-provided group health and dental benefit plans are currently not included as a taxable benefit, outside of Quebec. In particular, group health benefits are generally provided for under Extended Health which typically covers chiropractic care, acupuncture, vision and eye care and prescription drugs, among other benefits. Both group health and dental benefits provide employees with tax-efficient compensation.

Employer-provided group health benefit plans help fill crucial gaps in the public health system. It is estimated that group health benefit plans covers nearly 30 billion annually in health care costs for up to 22 million Canadians and their families, accounting for nearly 30% of the health-related spending nationally. Group coverage offers significant cost savings and access advantages over individual insurance, where high costs, medical underwriting, pre-existing condition limitations and benefit maximums are significant barriers to coverage, particularly for those in greatest need.

3.0 IMPACT OF TAXING HEALTH BENEFIT PLANS ON CITY EMPLOYEES

If the federal government decides in the future to end the tax-free status of employers-provided health benefit plans, those benefits would be reported on an employee’s T4 slip as a taxable income. This would be in addition to any employer-provided contributions for Medical Services Plan (MSP), Basic Life which are already considered a taxable income.

To: Financial Management Committee
 From: Acting Director Finance
 Re: TAXATION OF EMPLOYER-PROVIDED HEALTH BENEFIT PLANS
 2017 March 22 Page 3

The following table illustrates the taxable benefit impact on City employees using one employee group for simplicity. The table is based on 2016 data for part-time and full-time City employees who were enrolled in the City's extended health and dental plans throughout the year to outline the tax implications based on different income levels and taxable benefits for individual or family coverage. Taxation of 2016 health benefit plans would have resulted in the amounts indicated being included on an employee's T4 as a taxable benefit. Part-time employees who earn considerably less than their full-time counterparts would feel the impact of this measure more as the same taxable benefit would be applied to a much lower salary base. Both groups would also experience a reduction in their bi-weekly take-home pay which could cause unnecessary hardship for those already trying to make ends meet.

It should be noted that the average 2016 full-time salary of \$66,382 for this employee group would also include many employees who make considerably less than the average and would too be adversely impacted by the taxation of health and dental benefits.

Table 1: Estimated Impact of Taxing City Health Benefit Plans on City Employees

Status	No. Employees	Beneficiary Categorization	Average 2016 Salary (\$)	2016 Dental Taxable Benefit (\$)	2016 Ex. Health Taxable Benefit (\$)	2016 Taxable Benefit for Ex. Health and Dental (\$)	Percent of Total Taxable Benefit on 2016 Average Salary
Part-time	26	Single Employee & Dep. Family	32,449.09	545.52	1,690.80	2,236.32	
	12		41,720.91	1,036.32	1,690.80	2,727.12	
	34		33,015.61	1,745.76	1,690.80	3,436.56	
	72		35,728.54			2,800.00	7.84%
Full-time	220	Single Employee & Dep. Family	64,347.98	545.52	1,690.80	2,236.32	
	283		66,018.24	1,036.32	1,690.80	2,727.12	
	393		68,780.55	1,745.76	1,690.80	3,436.56	
	896		66,382.26			2,800.00	4.22%

In support of this argument, Mercer Canada estimates that half of Canadian employees covered by an existing employer-provided health benefit plans earn \$40,000 per year or less. As such, ending the tax-exempt status would have the biggest impact on the middle class and the working poor. Mercer argues that seniors on fixed incomes that have vested-post retirement contributions could also be adversely affected by the measure as their taxable income could rise thereby adversely affecting their eligibility for the federal government's Guaranteed Income Supplement Program which is income-tested.

4.0 IMPACT OF TAXING HEALTH BENEFIT PLANS ON CANADIANS

4.1 Impact on Employers

An estimated 22 million Canadians or 13.5 million workers and their dependents would be adversely affected by any future change in tax policy for employer-provided health benefits, outside of Quebec. According to Mercer Canada some of the adverse consequences from eliminating the tax-free status of these programs could potentially include:

To: Financial Management Committee

From: Acting Director Finance

Re: TAXATION OF EMPLOYER-PROVIDED HEALTH BENEFIT PLANS

2017 March 22 Page 4

1. Mercer Canada argues that the cost of group benefit plans particularly for prescription drugs has greatly outpaced payroll growth, putting these contributions under substantial financial pressure. The tax exemption of employer-provided benefit plans has enabled employers to mandate plan participation which keeps costs affordable to the group by retaining young, healthy plan members. The taxation of these benefits could potentially destabilize employer contributions as individuals could potentially drop coverage. For instance, as published in the *Journal of Public Economic* dated 25 September 2000, it was found that that when Quebec introduced provincial taxation of employer-provided health benefits in 1993, approximately one in five (20%) employees reportedly lost their employer-provided health and dental plan. With the costs and risks of such programs much higher now, a far larger proportion of employers could abandon these programs if they are fully taxed at the federal level.
2. Mercer Canada also argues that ending the tax exemption of employer-provided health benefit plans would also effectively reduce employee after-tax compensation which could potentially cause significant disruptions in labour relations and collective bargaining resulting in substantial additional costs to employers. Employers could also be subject to added legal risks, especially with respect to the devaluation of vest-post-retirement benefits accrued over the working career of retired members.
3. Lastly, Mercer Canada argues that such a measure could also negatively impact employers who rely on health benefit contributions to maintain a healthy work place, enhance productivity and wellbeing of employees, and attract and retain the people needed for innovation and growth. Taxation of employer-provided health benefits plans could also diminish the value of the programs employers offer to their employees if they are suddenly required to include employer contributions as a taxable benefit.

4.2 Impact on Middle-Class and Lower Income Canadians

As previously noted, the potential elimination of the tax-free status could potentially harm millions of working, middle-class and lower-income Canadians and their families who rely on these employer-provided benefits to sustain their health. As noted, such a measure would be felt more by middle-class and lower-income groups who would see a reduction in their take-home pay.

It has been suggested that replacing the tax exemption with refundable tax credits for individuals would open up coverage opportunities for the uninsured, including workers who lose their employer-provided plan. However, the Quebec experience suggests that most individuals will not obtain replacement coverage and that the number of uninsured Canadians will rise, putting greater pressure on public health programs.

4.3 Potential Impact on the Health Care System

Lastly, if the tax-free status of employer-provided health benefits were to be eliminated and employers decide to reduce or eliminate them and/or employees decide to opt out of these benefit plans, there could potentially be a substantial shift in healthcare costs to the public health system. Without these health benefits, more Canadians could potentially enter the public system and drive up costs which would place a greater burden on the federal government's finances.

To: Financial Management Committee
 From: Acting Director Finance
 Re: TAXATION OF EMPLOYER-PROVIDED HEALTH BENEFIT PLANS
 2017 March 22 Page 5

5.0 RECOMMENDATION

The federal government has recently indicated that the current tax exemption status of employer-provided group health benefit plans is being scrutinized as part of a sweeping review of tax credits worth over \$100 billion dollars a year in foregone federal tax revenue. While the government has no plans in the upcoming 2017 Budget to tax Canadians on employer-provided health benefit plans, there is no guarantee this measure will not be revisited in the future.

Any future decision by the federal government to amend the Federal Income Tax Act to end the tax exemption for employer-provided health benefits could potentially have direct and significant consequences for middle-class and lower income Canadians who are already trying to make ends meet.

It is recommended that the Financial Management Committee recommends Council advise the Union of BC Municipalities that it is opposed to any decision in the future by the Federal Government to include employer-provided group health benefit plans as a taxable benefit under the Federal Income Tax Act. It is further recommended that this report be forwarded to Burnaby Members of Parliament.



Bob Klimek
 ACTING DIRECTOR FINANCE

BK/mm

Copied to: City Manager
 Director Human Resources



Meeting 2017 March 22

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2017 March 15

FROM: DIRECTOR PLANNING AND BUILDING

FILE: 12000 10
Reference: Lease Grants

SUBJECT: COMMUNITY RESOURCE CENTRES – 2018 LEASE RATES AND GRANTS

PURPOSE: To present proposed lease rates and anticipated lease grants for 2018 for non-profit tenants at all City-owned Community Resource Centres.

RECOMMENDATIONS:

1. **THAT** Council be requested to approve the proposed 2018 lease rates for Resource Centre tenants, as presented in Section 3.0 of this report.
2. **THAT** information on the approved 2018 lease rates and the anticipated lease grants be distributed to Resource Centre tenants.
3. **THAT** Resource Centre tenants which meet the grant eligibility criteria established by Council be invited to make an application for 2018 lease grants.

REPORT**1.0 INTRODUCTION**

In 1992 April, Council approved guidelines for the establishment of lease rates and the issuance of lease grants to non-profit community groups occupying space at designated City-owned Resource Centres. The guidelines consist of two key components: a) annual adjustments for inflation to establish lease rates, and b) establishment of a mechanism for the provision of offsetting grants, representing 25% to 50% of lease costs, for qualifying tenant organizations¹.

The purpose of this report is to present the proposed lease rates and anticipated lease grants for 2018 for tenants of the City's Community Resource Centres:

- Brentwood Community Resource Centre, 2055 Rosser Avenue
- Edmonds Community Resource Centre, 7355 Canada Way
- Holdom Community Resource Centre, 2120 Holdom Avenue
- McKercher Community Resource 6140 McKercher Avenue
- Metrotown Community Resource Centre, 4460 Beresford Street
- Pioneer Community Resource Centre, 4535 Kingsway

¹ The 25 percent offset is available to agencies for which between 25 and 75 percent of their constituency consists of Burnaby residents. The 50 percent offset is available to agencies for which over 75 percent of their constituency consists of Burnaby residents.

To: Chair and Members, Financial Management Committee
 From: Director Planning and Building
 Re: Community Resource Centres –2018 Lease Rates and Grants
 2017 March 15Page 2

2.0 PROPOSED 2018 LEASE RATES AND ANTICIPATED 2018 LEASE GRANTS

For 2017, the lease rate was set at \$13.07/square foot per annum for program/office space at the Resource Centres. It is proposed that the lease rate for the coming year be increased by 2.05 percent, consistent with the current core consumer price index inflation rate². This change would result in a proposed lease rate of \$13.34/square foot per annum (rounded) for program/office space in 2018 (see Appendix 1, Table 2 *attached*).

Anticipated 2018 lease grant amounts and resulting 2018 lease costs to tenants are also outlined in Appendix 1, Table 2 *attached*. The lease grant amounts are based on the Council adopted lease grant guidelines. The estimate of anticipated lease grants is provided to assist tenants in making application for 2018 lease grants and for the City's budget planning purposes. Lease grant amounts are based on current occupancies and expected lease grant eligibility for 2018.

3.0 ANTICIPATED LEASE REVENUE AND GRANTS - SUMMARY

Funds for the anticipated 2018 lease grants will be included for consideration in the upcoming 2018 Provisional Operating Budget. For budgeting and comparison purposes, Table 1 below summarizes the total change arising from the proposed 2018 lease rates and anticipated lease grants for tenants of the Edmonds, Holdom, Brentwood, Metrotown, Pioneer, and McKercher Community Resource Centres, based on current 2017 space allocations and the proposed 2.05 percent lease rate increase.

Table 1
SUMMARY OF TOTAL CHANGE OF LEASE REVENUE AND GRANTS (2017-2018)

Resource Centre	2017	2018	Resulting Change 2017- 2018
Edmonds Neighbourhood Resource Centre			
Lease Revenue (before grants)	\$227,888.52	\$232,596.24	\$4,707.72
Allocated/Anticipated Lease Grants	\$91,764.47	\$93,660.14	\$1,895.67
Lease Revenues (after grants)	\$136,124.05	\$138,936.10	\$2,812.05
Holdom Community Resource Centre			
Lease Revenue (before grants)	\$65,938.15	\$67,300.30	\$1,362.15
Allocated/Anticipated Lease Grants	\$32,969.08	\$33,650.15	\$681.08
Lease Revenues (after grants)	\$32,969.08	\$33,650.15	\$681.07
Brentwood Community Resource Centre			
Lease Revenue (before grants)	\$79,805.42	\$81,454.04	\$1,648.62
Allocated/Anticipated Lease Grants	\$35,674.57	\$36,411.53	\$736.97
Lease Revenues (after grants)	\$44,130.86	\$45,042.51	\$911.65
Metrotown Community Resource Centre			
Lease Revenue (before grants)	\$143,992.19	\$146,966.78	\$2,974.59
Allocated/Anticipated Lease Grants	\$69,970.25	\$71,415.69	\$1,445.45
Lease Revenues (after grants)	\$74,021.95	\$75,551.09	\$1,529.15
Pioneer Community Resource Centre			
Lease Revenue (before grants)	\$61,481.28	\$62,751.36	\$1,270.08
Allocated/Anticipated Lease Grants	\$30,740.64	\$31,375.68	\$635.04
Lease Revenues (after grants)	\$30,740.64	\$31,375.68	\$635.04

² As provided by the Finance Department, based on information released by the Royal Bank of Canada.

To: Chair and Members, Financial Management Committee
 From: Director Planning and Building
 Re: Community Resource Centres –2018 Lease Rates and Grants
 2017 March 15Page 3

Resource Centre	2017	2018	Resulting Change 2017- 2018
McKercher Community Resource Centre			
Lease Revenue (before grants)	\$32,675.00	\$33,350.00	\$675.00
Allocated/Anticipated Lease Grants	\$16,337.50	\$16,675.00	\$337.50
Lease Revenues (after grants)	\$16,337.50	\$16,675.00	\$337.50
Total Revenue (after grants):	\$334,324.07	\$341,230.53	\$6,906.46
Total Lease Grant Amounts Allocated/Anticipated	\$277,456.50	\$283,188.19	\$5,731.70

4.0 RECOMMENDATIONS AND NEXT STEPS

It is recommended that the proposed 2018 lease rates for Resource Centre tenants be approved, as presented in this report. With Council approval, it is also recommended that staff be authorized to advise tenants of the 2018 lease rates. Depending on their eligibility for lease grant support, tenants would also be advised to apply for 2018 lease grants. As part of the lease grant application process, tenants would be asked to provide information on their 2017 service activities, including the following:

- Proof of non-profit status;
- Statement of program/service activities conducted in Burnaby;
- Estimate of hours-per-month allocated space was used for community agency purposes;
- Recognition of current City support in program materials and publications and on their websites;
- Percentage of agency recipients that were Burnaby residents; and
- Any changes in programs/services/client usage that the community service/agency might anticipate between 2017 and 2018.

Once the lease grant applications have been received, staff will prepare a further report for the Committee on the requested and recommended lease grant amounts for 2018.


 Lou Pellerin, Director
 PLANNING AND BUILDING

KL/sa
 Attachment

cc: City Manager Director Parks, Recreation and Cultural Services
 Deputy City Manager Chief Licence Inspector
 Director Engineering City Clerk
 Director Finance

R:\Long Range Clerical\DOCS\CS\Committee Reports\2017\Community Resources Centres 2018 Lease Rates (2017.03.22).docx

TABLE 2 PROPOSED 2018 LEASE RATES

RESOURCE CENTRES	Leased Area (sq.ft.)	2018 Proposed Rate Increase	2018 Proposed Lease Rate	2018 Proposed Lease Rates (before grant) \$/Year	2018 Anticipated Lease Grant \$/Year	2018 Anticipated Lease Revenues (after grant) \$/Year	2018 Anticipated Lease Support Offset (%)
Edmonds Neighbourhood Resource Centre							
Burnaby Family Life	3,000	2.05%	\$13.34	\$40,020.00	\$20,010.00	\$20,010.00	50%
Afghan Women's Sewing and Craft Cooperative/Afghan Women's Support Society	864	2.05%	\$13.34	\$11,525.76	\$5,762.88	\$5,762.88	50%
Burnaby School District	1,499	2.05%	\$13.34	\$19,996.66	\$0.00	\$19,996.66	0%
Canadian Mental Health Association	1,506	2.05%	\$13.34	\$20,090.04	\$10,045.02	\$10,045.02	50%
Canadian Red Cross Society - Burnaby Branch	1,500	2.05%	\$13.34	\$20,010.00	\$5,002.50	\$15,007.50	25%
Deaf Children's Society of BC	2,290	2.05%	\$13.34	\$30,548.60	\$7,637.15	\$22,911.45	25%
Immigrant Services Society of BC	1,167	2.05%	\$13.34	\$15,567.78	\$7,783.89	\$7,783.89	50%
St. Matthew's Day Care Society	5,610	2.05%	\$13.34	\$74,837.40	\$37,418.70	\$37,418.70	50%
TOTAL (Edmonds)	17,436	2.05%	\$13.34	\$232,596.24	\$93,660.14	\$138,936.10	40.3%
Holdom Community Resource Centre							
Burnaby Family Life	1,300	2.05%	\$13.34	\$17,342.00	\$8,671.00	\$8,671.00	50%
Dixon Transition Society	1,469	2.05%	\$13.34	\$19,596.46	\$9,798.23	\$9,798.23	50%
Community Living Society	570	2.05%	\$13.34	\$7,603.80	\$3,801.90	\$3,801.90	50%
Volunteer Burnaby	1,000	2.05%	\$13.34	\$13,340.00	\$6,670.00	\$6,670.00	50%
Community Living Society	706	2.05%	\$13.34	\$9,418.04	\$4,709.02	\$4,709.02	50%
TOTAL (Holdom)	5,045	2.05%	\$13.34	\$67,300.30	\$33,650.15	\$33,650.15	50.0%
Brentwood Community Resource Centre							
Burnaby Community Services	1,808	2.05%	\$13.34	\$24,118.72	\$12,059.36	\$12,059.36	50%
Burnaby Meals on Wheels	797	2.05%	\$13.34	\$10,631.98	\$5,315.99	\$5,315.99	50%
Burnaby Seniors Outreach Services Society	189	2.00%	\$13.34	\$2,521.26	\$1,260.63	\$1,260.63	50%
YMCA of Greater Vancouver	2,018	2.05%	\$13.34	\$26,920.12	\$13,460.06	\$13,460.06	50%
MOSAIC	1,294	2.05%	\$13.34	\$17,261.96	\$4,315.49	\$12,946.47	25%
TOTAL (Brentwood)	6,106	2.05%	\$13.34	\$81,454.04	\$36,411.53	\$45,042.51	44.7%
Metrotown Community Resource Centre							
Burnaby Neighbourhood House	7,838	2.05%	\$13.34	\$104,558.92	\$52,279.46	\$52,279.46	50%
National Congress of Black Women Foundation	620	2.05%	\$13.34	\$8,270.80	\$2,067.70	\$6,203.10	25%
B.C. Centre for Ability – Burnaby Supported Child Development Program	1,571	2.05%	\$13.34	\$20,957.14	\$10,478.57	\$10,478.57	50%
YMCA of Greater Vancouver – Childcare Resource and Referral Program	988	2.05%	\$13.34	\$13,179.92	\$6,589.96	\$6,589.96	50%
TOTAL (Metrotown)	11,017	2.05%	\$13.34	\$146,966.78	\$71,415.69	\$75,551.09	48.6%
Pioneer Community Resource Centre							
Burnaby Family Life	3,057	2.05%	\$13.34	\$40,780.38	\$20,390.19	\$20,390.19	50%
Burnaby Hospice Society	1,647	2.05%	\$13.34	\$21,970.98	\$10,985.49	\$10,985.49	50%
TOTAL (Pioneer)	4,704	2.05%	\$13.34	\$62,751.36	\$31,375.68	\$31,375.68	50.0%
McKercher Community Resource Centre							
Burnaby Family Life	2,500	2.05%	\$13.34	\$33,350.00	\$16,675.00	\$16,675.00	50%
TOTAL (McKercher)	2,500	2.05%	\$13.34	\$33,350.00	\$16,675.00	\$16,675.00	50.0%
TOTAL RESOURCE CENTRES	46,808	2.05%	\$13.34	\$624,418.72	\$283,188.19	\$341,230.53	45.4%



TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2017 March 10

FROM: DIRECTOR PUBLIC SAFETY &
COMMUNITY SERVICES

FILE: 5820-01
Reference: Willis Canada

SUBJECT: INSURANCE CONTRACT RENEWALS - NINE PROGRAMS

PURPOSE: To request approval to award insurance contracts for the annual Property and Liability insurance programs maintained by the City.

RECOMMENDATION:

1. **THAT** the Financial Management Committee recommend Council approve the award of nine (9) contracts of insurance as specified in this report. The total amount, payable to Willis Canada Inc., to fund the insurance premiums is \$900,000. Actual payment will be based on the final insurance agreements.

REPORT

Working closely with the City's insurance consultants at Willis Canada in Vancouver, the Risk Management Department manages the process of marketing, selecting, and arranging insurance coverage for the City. In consideration of an annual fee Willis Canada provides a wide range of professional services that include: advice and negotiation of coverage and policy wording; marketing of the City's risk in the global insurance market; binding coverage and paying premium on behalf of the City; and, as necessary, acting as claims advocate with insurers.

All City insurance programs renew annually on May 01 with the exception of the ICBC fleet program which renews on January 01. Insurance premium is determined by multiplying the total insured value by the insuring rate. Any increase in the total insured value results in a corresponding premium increase even if the rate remains unchanged from one year to the next. In February, 2017 Willis Canada was instructed to research and approach markets for the City's insurance programs. The following is based upon the most up to date information available from Willis Canada.

1.0 PROPERTY INSURANCE

The City's property assets are appraised annually by Universal Appraisal Services. The total insured value for 2017 is currently \$787 million (2016 value was \$742 million). Changes, almost always increases, in the total insured value from year to year are attributable to new facilities constructed during the past year; the ever-rising cost of replacement construction due to inflation; and, the accumulating building code and bylaw update requirements for replacement construction. A major marketing campaign was completed four years ago from which the Royal

To: Chair and Members Financial Management Committee
 From: Director Finance
 Re: Insurance Contract Renewals - Nine Programs
 2017 March 10Page 2

& Sun Alliance Insurance Company (RSA) was selected. RSA remains a very strong insurer with an "A" credit rating. RSA has sufficient capacity to underwrite this program. We are awaiting final renewal terms but based on global market conditions do not anticipate an increase in the rate and expect that premium for the major Property program will not exceed \$545,000 in 2017.

Boiler & Machinery coverage for all insured assets is purchased separately from RSA. As the cost of this program is also tied directly to the total insured value the cost this year is expected to rise proportionately. We do not expect the cost of this insurance to exceed \$30,000 in 2017.

2.0 COMMERCIAL GENERAL AND EXCESS LIABILITY

The past year was the second of a three year program offered by the incumbent liability insurer, QBE London. The insurer provides \$30 million of Primary and Excess/Umbrella liability coverage to the City. The total annual premium for the next two years is expected to be not more than \$210,000 per year.

3.0 OTHER PROGRAMS

Willis Canada actively markets several other smaller insurance programs, including the Crime and Fidelity policy with Travelers; two lesser Property programs, currently placed with RSA, that apply to commercial properties at Deer Lake I & II, the Hart House Restaurant, and Brentwood Community Resource Centre; a primary Commercial General Liability policy specific to the Deer Lake I and II operations placed with Aviva Canada; and, a corporate Non-Owned Auto policy provided by ICBC. In each case, based on other recent renewals of similar classes of business, Willis Canada advises that the incumbent insurers have offered favorable renewals that are not higher than expiring contracts. Total premium for these programs is expected to be not more than \$115,000.

4.0 RECOMMENDATION

The cost of maintaining insurance programs is a necessary operating expense included in the City's 2017 portion of the 2014 – 2018 Annual Financial Plan. Insurance charges are exempted from PST and GST. It is recommended that the Financial Management Committee request Council to approve and authorize staff to award these nine insurance contracts. The total 2017 premium, payable to Willis Canada to fund the nine insurance programs, is \$900,000 (2016 premium was \$850,000).


 Dave Critchley
 DIRECTOR PUBLIC SAFETY & COMMUNITY SERVICES

cc: City Manager
 Risk Manager



Meeting 2017 March 22

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2017 MARCH 07

FROM: MAJOR CIVIC BUILDING PROJECT
COORDINATION COMMITTEE

FILE: 23000 01

SUBJECT: EMERGENCY POWER AT SELECT KEY CITY FACILITIES -
FEASIBILITY STUDY

PURPOSE: To request Bylaw funding for the Feasibility Study to examine and assess identified building sites for emergency power.

RECOMMENDATION:

1. **THAT** Financial Management Committee recommend that Council be requested to bring down a Capital Reserves Bylaw in the amount of \$250,000 (inclusive of GST in the amount of \$11,905) to finance the Feasibility Study to install an emergency power supply at select City facilities described in Section 2.1 of this report.

REPORT

1.0 BACKGROUND

At its meeting on 2015 October 26, Council approved a report from the Financial Management Committee on the post-2015 August 29 wind-storm event. The report recommended a work program to review future emergency response. Included in the approved work program was a staff review of the advisability and feasibility of expanding the provision of emergency back-up power to select key City facilities throughout the City to provide public access, service provision and, if necessary, centres for respite during extended power outages.

Subsequently, at its meeting on 2016 October 03, Council approved a framework for the provision of emergency back-up power at select key City facilities. This report seeks Council approval to bring down a Capital Reserves Bylaw in the amount of \$250,000 to finance a feasibility study for the implementation of the first phase of the emergency power framework.

2.0 EMERGENCY POWER SUPPLY FRAMEWORK

During power outages, emergency back-up power would allow key City facilities to provide continued public access, service provision and, if necessary, places of respite to residents impacted by extended power outages.

In addition, emergency back-up power would enhance the City's capacity to deliver Emergency Support Services (ESS) following an emergency or disaster by increasing the number of key facilities capable of supporting ESS operations in areas where Hydro power was interrupted.

To: Financial Management Committee
 From: Major Civic Building Project Coordination Committee
 Re: Emergency Power at select Key City Facilities –
 Feasibility Study
 2017 March 07 Page 2

The approved framework considers both existing and planned facilities, as well as geographic distribution of facilities and a facility's suitability for public access and potential emergency support services. The framework includes an existing or planned facility in each quadrant of the City, as well as consideration for a facility in the Civic Centre area.

2.1 Phase 1 – Emergency Power Supply Program

This report seeks funding approval to finance a feasibility study to examine the capital budget, siting and installation considerations of Phase 1 of the emergency power supply program. The first phase will consider the existing Edmonds and Bonsor Community Centres, as well as a facility in the Civic Centre area. For the purposes of the proposed feasibility study, staff considered existing and planned facilities (future potential replacement facilities at CG Brown and Burnaby Lake Ice Rink) in the Civic Centre area. It was determined that the Shadbolt Centre for the Arts would be the most suitable facility to equip with emergency power supply based on its site configuration, including parking, dry floor space and on-site amenities.

Edmonds and Bonsor Community Centres, and Shadbolt Centre for the Arts

The feasibility study will:

- assess the existing building conditions to determine site limitations and considerations of each site;
- identify the improvements and/or major renovations required to the interior and exterior of each building;
- determine cost and siting considerations (electrical, mechanical, structural and architectural) of installing/upgrading emergency back-up power supply;
- determine the degree of disruptiveness during construction;
- provide a preliminary cost estimate; and,
- provide a preliminary design concept.

2.2 Phase 2 – Emergency Power Supply Program

For Phase 2 of the Emergency Power Supply program, it is recommended that emergency back-up power be considered through the design development and cost estimate process for a new Community Centre planned for the Brentwood Town Centre (northwest quadrant) and for the replacement of the Cameron Community Centre (northeast quadrant). Funding is not required at this time for the second phase.

3.0 PROJECT FINANCING

In order to advance the first phase of the Emergency Power Supply Program, it is recommended that the Financial Management Committee recommend that Council authorize staff to bring down a Capital Reserves Bylaw in the amount of \$250,000 (inclusive of GST in the amount of \$11,905) to finance the feasibility study to examine and assess identified building sites for the program.

To: Financial Management Committee
 From: Major Civic Building Project Coordination Committee
 Re: Emergency Power at select Key City Facilities –
 Feasibility Study
 2017 March 07 Page 3

• Feasibility Study	\$ 238,095.00
GST @ 5%	\$ 11,905.00
	<hr/>
	\$ 250,000.00

A capital funding allocation for this expenditure has been accounted for in the 2017-2021 Annual Financial Plan under the City Hall / Buildings component.

4.0 CONCLUSION

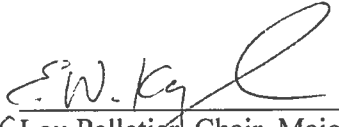
Subject to receiving the necessary funding approval, staff will prepare a Request for Proposal (RFP) to engage a consulting firm in the coming weeks for the Feasibility Study.


At the end of this feasibility study, staff will advance the findings of the consultant, which will also include a preliminary cost estimate, to undertake the upgrades and work required at each of the identified building locations.

In order to facilitate the feasibility study, it will be necessary to obtain funding for the project as outlined in the report.

It is recommended that the Financial Management Committee recommend Council bring down a Capital Reserves Bylaw in the amount of \$250,000 (inclusive of GST of \$11,905) to finance the Feasibility Study to examine and assess the identified building sites for emergency power.

These expenditures are included in the 2017-2021 Provisional Financial Plan under the City Hall Buildings component, and sufficient Capital Reserves are available to cover the expenditures.


 Lou Pelletier, Chair, Major Civic Building
 Project Coordination Committee


 Leon Gous, Director Engineering

JC/MP/PS:ap

Q:\Project Management\Emergency Power\Report\Committee\Emergency Power at select key City facilities Feasibility Study (2017.03.22).doc

cc: City Manager
 Director Public Safety & Community Services
 Chief Information Officer
 City Solicitor

Deputy City Manager
 Director Finance
 Purchasing Manager
 Chief Building Inspector



Meeting 2017 March 22

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE
OF COUNCIL

DATE: 2017 MARCH 3

FROM: DIRECTOR PARKS, RECREATION &
CULTURAL SERVICES

**SUBJECT: FESTIVALS BURNABY PROGRAM - NEIGHBOURHOOD EVENT
17-N-005 KOREAN WRITERS' ASSOCIATION OF CANADA**

PURPOSE: Grant Approval Request

RECOMMENDATION

1. **THAT** the Festivals Burnaby grant request from the Korean Writers' Association of Canada for the Canada-Korean Literary Festival be received.

REPORT

Festivals and Special Events:	Neighbourhood Event
Grant File 17-N-005	Korean Writers' Association of Canada
Application Received:	2017 February 15
Project Budget:	\$12,500
Project Request:	\$ 4,000
Previous Support:	2016 Neighbourhood Festivals Burnaby Grant \$1,500 2015 Neighbourhood Festivals Burnaby Grant \$2,000 2014 Neighbourhood Festivals Burnaby Grant \$2,500 2013 Neighbourhood Festivals Burnaby Grant \$2,500 2012 Small Scale Festivals Burnaby Grant \$3,000

An application request for \$4,000 has been received from the Korean Writers' Association of Canada for the Canada-Korean Literary Festival on 2017 July 9 Shadbolt Centre for the Arts, Studio theatre. This annual event is held to create an understanding between the Canadian and Korean cultures and forge a bond through multi-cultural performances, readings and interpreting poems written in other languages.

To: Financial Management Committee of Council
From: Director Parks, Recreation & Cultural Services
Re: Festivals Burnaby Program - Neighbourhood
Event

2017 March 3Page 2

The Korean Writer's Association mission is to promote Korean writers and create cross-cultural awareness and appreciation.

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:sj
17-N-005 Korean Writers' Association of Canada



Meeting 2017 March 22
COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE
OF COUNCIL

DATE: 2017 March 3

FROM: DIRECTOR PARKS, RECREATION &
CULTURAL SERVICES

**SUBJECT: FESTIVALS BURNABY PROGRAM - SMALL SCALE EVENT
17-S-006 BULA! FIJI ASSOCIATION OF BRITISH COLUMBIA**

PURPOSE: Grant Approval Request

RECOMMENDATION:

1. **THAT** the Festivals Burnaby Grant request from the Bula! Fiji Association of British Columbia for the Fiji Festival on 2017 July 15 be received.

REPORT

Festivals and Special Events:	Small Scale Event
Grant File 17-S-006:	Bula! Fiji Association of British Columbia
Application Received:	2017 January 21
Project Budget:	\$12,340
Project Request:	\$ 6,340
Previous Support:	2016 Neighbourhood Festival Burnaby Grant \$4,000 2015 Small Scale Festivals Burnaby Grant \$4,000 2014 Small Scale Festivals Burnaby Grant \$4,000 2013 Neighbourhood Festivals Burnaby Grant \$4,000 2012 Small Scale Festivals Burnaby Grant \$4,000 2011 Small Scale Festivals Burnaby Grant \$4,000

An application request for \$6,340 has been received from the Bula! Fiji Association of British Columbia for the Fiji Festival on 2017 July 15 at Swangard Stadium. This free annual festival in its 16th year will showcase a traditional Fijian ceremony and welcome remarks, entertainment, talent and a fashion show, ethnic foods, cultural display and soccer tournament.

To: Financial Management Committee of Council
From: Director Parks, Recreation & Cultural Services
Re: Festivals Burnaby Program - Small Scale Event
2017 March 3Page 2

The Bula! Association of British Columbia has put on this cultural event since 1999 with the purpose of showcasing Fijian culture, traditional foods and dance to the wider community, while educating the younger Fijian Canadian generation on the importance of their culture, tradition and food.

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:sj
17-S-006 Bula! Fiji Association of British Columbia



Meeting 2017 March 22
COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE
OF COUNCIL

DATE: 2017 MARCH 3

FROM: DIRECTOR PARKS, RECREATION &
CULTURAL SERVICES

**SUBJECT: FESTIVALS BURNABY PROGRAM - SMALL SCALE EVENT
17-S-007 MALAKURD ASSOCIATION**

PURPOSE: Grant Approval Request

RECOMMENDATION:

1. **THAT** the Festivals Burnaby Grant request from the Malakurd Association for the Newroz Kurdish New Year Celebration on 2017 March 19 be received.

REPORT

Festivals and Special Events:	Small Scale Event
Grant File 17-S-007:	Malakurd Association
Application Received:	2017 February 3
Project Budget:	\$20,000
Project Request:	\$ 8,000
Previous Support:	New Festivals Burnaby Grant applicant

An application request for \$8,000 has been received from the Malakurd Association for the Newroz Kurdish New Year Celebration on 2017 March 19 at Barnet Marine Park. This free event will celebrate the Kurdish New Year through entertainment, food, kid's activities and a cultural dance around fire.

The Malakurd Association has been a registered charity organization since March 2016. The organizations mission is to help the Kurdish community integrate into Canadian society and assist them with making career choices.

To: Financial Management Committee of Council
From: Director Parks, Recreation & Cultural Services
Re: Festivals Burnaby Program - Small Scale Event
2017 March 3Page 2

The application has been completed in full.

Festivals Burnaby funds would be allocated toward eligible project expenses related to programming, marketing/promotions and administration.

A handwritten signature in black ink that reads "D. Ellenwood". The signature is written in a cursive, flowing style.

Dave Ellenwood
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

DE:sj
17-S-007 Malakurd Association



Meeting 2017 March 22
COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE
OF COUNCIL

DATE: 2017 MARCH 3

FROM: DIRECTOR PARKS, RECREATION &
CULTURAL SERVICES

**SUBJECT: FESTIVALS BURNABY PROGRAM - SMALL SCALE EVENT
17-S-008 EDMONDS CITY FAIR AND CLASSIC CAR SHOW
COMMITTEE**

PURPOSE: Grant Approval Request

RECOMMENDATION:

1. **THAT** the Festivals Burnaby Grant request from the Edmonds City Fair and Classic Car Show Committee for the Edmonds City Fair and Classic Car Show on 2017 July 16 be received.

REPORT

Festivals and Special Events: Small Scale Event

Grant File 17-S-008: Edmonds City fair and Classic Car Show Committee

Application Received: 2017 February 21

Project Budget: \$21,860

Project Request: \$ 6,000

Previous Support:

- 2016 Small Scale Festivals Burnaby Grant \$5,500
- 2015 Small Scale Festivals Burnaby Grant \$5,000
- 2014 Small Scale Festivals Burnaby Grant \$5,000
- 2012 Small Scale Festivals Burnaby Grant \$4,000
- 2011 Small Scale Festivals Burnaby Grant \$4,000

An application request for \$6,000 has been received from the Edmonds City Fair and Classic Car Show Committee for the Edmonds City Fair and Classic Car Show on 2017 July 16 along Edmonds Street from Canada Way to Kingsway. The local event will

To: Financial Management Committee of Council
From: Director Parks, Recreation & Cultural Services
Re: Festivals Burnaby Program - Small Scale Event
2017 March 3.....Page 2

highlight Burnaby's 125 Anniversary with free activities, entertainment and food. The event will feature an old fashion City Fair with rides, petting zoo, children and family activities, International Village and Community displays and the Classic Car Show for the public to view and enjoy.

The festival is organized by a local committee comprised of volunteers and local agencies for the purpose of celebrating the Edmonds' Community.

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:sj
17-S-008 EDMONDS CITY FAIR AND CLASSIC CAR SHOW COMMITTEE



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Pacific Coast
Council**
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Vancouver BC
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T 1.888.726.8876
F 604.879.5725
www.scouts.ca

February 9, 2017

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

Dear Mr. Cleave:

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

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

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

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

Over the past 40 years, the City of Burnaby has assisted in supporting our Scouting programs for Beaver Scouts, Cub Scouts, Scouts, Venturer Scouts and Rover Scouts by awarding a Community grant. The City's continuing support to our programs has greatly benefited Scouting. For 2017, Burnaby Area is asking for your support in the form of a **\$6,000 grant**. The request would be used to provide much needed financial assistance to youth who otherwise would not be able to experience the adventure of Scouting. The attached proposal and supporting documents will describe how we would use these funds upon being successful.

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

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

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

Yours sincerely,

SCOUTS CANADA

Alamin B. Pirani
Executive Director

ENCLOSURES

- Area Budget 2016-2017
- Pacific Coast Council's Annual Report 2015-2016



Scouts Canada - Burnaby Area

Budget 2016 - 2017

Revenue

United Way	30,000
Burnaby Community Grant	6,000
Membership Fees	<u>35,000</u>
Total revenue	<u>\$71,000</u>

Expenses

Staff Services	35,000
Adverstising/Marketing	4,500
Training Course Fees	4,000
Forum Refreshments	1,500
Forum Facility Rental	500
Communications	1,200
Recognition	1,500
Quartermaster Operations	2,000
Youth Assistance	4,000
Meeting Facility	2,500
Youth Events	7,000
Administration	<u>7,500</u>
Total expenses	<u>\$71,200</u>
Surplus (deficit)	<u><u>-\$200</u></u>

17.16.

Zeinabova, Blanka

From: Parent, Geraldine on behalf of festivalsburnaby
Sent: February 10, 2017 11:11 AM
To: Zeinabova, Blanka
Subject: FW: Festivals Grant Application for Neighbourhood Block Party
Attachments: CNYCanada150.pdf; Project Proposal 2017.pdf; Festivals+Burnaby+-+Neighbourhood+Events.pdf

Email 3

From: Jonathan L Chan [<mailto:jonathanlkchan@me.com>]
Sent: January-31-17 2:15 PM
To: festivalsburnaby
Subject: Festivals Grant Application for Neighbourhood Block Party

Dear Ms. Geraldine Parent,

This past weekend, I spoke with Burnaby's city counsellor, Mr. Paul McDonell about my block party that I held last year at the Cumberland Place neighbourhood and he recommended me to submit an application for the Festivals Burnaby grant for this year's block party that I will be organizing on Canada Day, Saturday, July 1st from 4pm-6:30pm.

I attached the following documents:

- 1) The application form
- 2) Project Proposal and Budget Proposal
- 3) Last year's block party banner picture
- 4) The recent Canada 150 Chinese New Year Celebration Promo Poster as an example of sponsorship placements

Here's also a link to the youtube video of our block party from last year: https://youtu.be/1_diVouQrnA?list=PLJ4N1ZMOBYSkkbmFygJiczSNoqL_w3W6g

Thank you so much for your time and consideration. If you have any questions or would like more information, please do not hesitate to contact me.

Sincerely

Jonathan Chan
 (778) 773-2552

Project Proposal: Canada 150th Cumberland Place Block Party

Dear Ms. Geraldine Parent,

Last year, we held a block party at our Cumberland Place neighbourhood. We saw 300 people come out to enjoy the festivities as we had a bouncy castle for the kids, BBQ'd hot dogs, popcorn, performances by the Burnaby North Jazz Band, neighbourhood potluck and visits from a fire truck and police patrol car.

This year we would like to make our block party special since it's Canada's 150th birthday by also bringing in a petting zoo by Aldor Acres. We are writing to you in hopes that Festivals Burnaby can support us in making this a memorable and exciting party for our diverse community by sponsoring one or more items listed on the attached sponsorship proposal. Festivals Burnaby will be recognized in three ways: 1) Festivals Burnaby's logo will be on our Facebook event page and invitations to our 5 townhouse complexes which includes 1 social housing complex and a housing co-op complex 2) on our block party banner which will be raised 3 weeks prior to the event on the corner of 16th & Cumberland St. and 3) during public announcements at the event.

Our goal for the event is to connect our diverse neighbourhood. As we mentioned above, not only is our neighbourhood ethnically diverse but we are also socially diverse. Therefore, to close the gap and reduce the inertia between the 5 complexes, we believe that one of the best ways to do this is to hold a block party especially on Canada's 150th birthday!

Our criteria to evaluate the success of this block party is through the engagement we receive through social media and invitation responses. The more we receive engagement, the more we believe the event is a success.

Sincerely,

The Cumberland Place Community

Projected Budget

Budgeted Expenses	
Bouncy Castle	\$500
Petting Zoo	\$1,050
Popcorn Machine & Accessories	\$300
Hot Dogs & Condiments	\$500
Printing Promotional Material	\$100
Table Rentals	\$300
Tent Rentals	\$300
Budgeted Revenues	
Potential Sponsorships	\$2,000

Zeinabova, Blanka

Subject:

Attachments:

FW: Grant application - Maple Leaf Singers
Burnaby City 2016_MLS.pdf; ATT00001.htm; 2017_RackCard_ALLChorus_inter150.jpg;
ATT00002.htm; 2017_RackCard_ALLChorus_inter1502.jpg; ATT00003.htm

Hello again Blanka,

It's that time again. Please forward to the appropriate people for consideration. I've attached last year's ad - if all remains the same - we can use as is.

Attached is our eRackCard, with show dates and location. **We would like to offer two comp tickets to our Saturday, May 27 - 7:30pm show.** Let me know if interested.

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

Payment method - A cheque made out to: **Maple Leaf Singers**
c/o Keith Parker
6166 Clinton Street
Burnaby V5J2M7

Congratulations Maple Leaf Singers



**COUNCILLOR
PIETRO CALENDINO**



**COUNCILLOR
SAV DHALIWAL**



**CITY OF BURNABY
OFFICE OF THE MAYOR**



**MAYOR
DEREK CORRIGAN**



**COUNCILLOR
DAN JOHNSTON**



**COUNCILLOR
COLLEEN JORDAN**



**COUNCILLOR
ANNE KANG**



**COUNCILLOR
NICK VOLKOW**



**COUNCILLOR
PAUL MCDONELL**

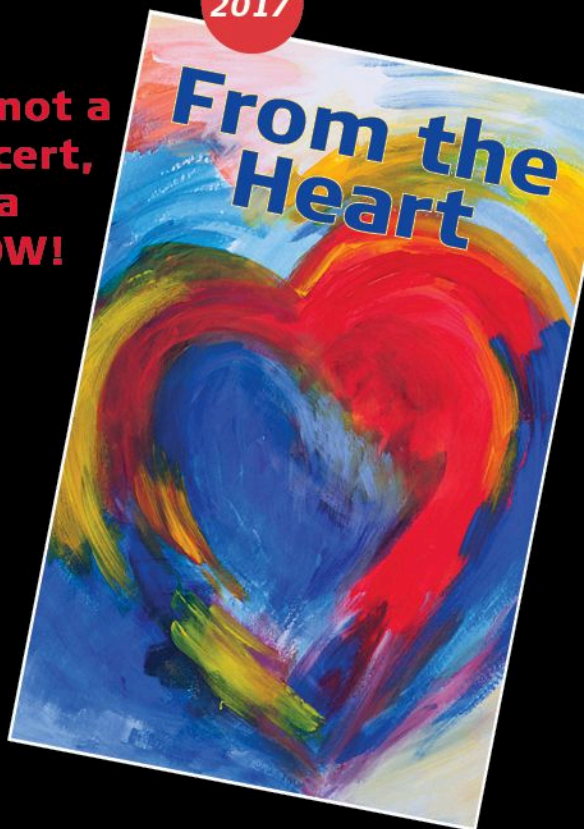


**COUNCILLOR
JAMES WANG**

The Maple Leaf Singers

2017

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



Sat. May 27 • Sun. May 28

7:30 pm

2:00 pm

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

Massey
THEATRE

Special Group and Advance Club pricing, call:

604.985.1489 or 778.245.4445

The Maple Leaf Singers

present

From the Heart

When the Maple Leaf Singers perform, it's always **From the Heart**. Their 49th annual show features familiar favourites as well as material from beloved Canadian artists in celebration of Canada's 150th anniversary. Join the Maple Leaf Singers at New Westminster's Massey Theatre on May 27 and 28 for a joyful performance, truly **From the Heart**.

The Maple Leaf Singers are known for their varied repertoire, from folk and classical to rock and pop, from gospel to Broadway and movie memories. This year, enjoy Broadway musical magic such as *Into the Woods*, *Mama Mia*, *Something Rotten*, and *Seasons of Love*, along with three different ways to sing *Hallelujah!* Pieces from Canadian icons Leonard Cohen and The Rankin Family pull at the heartstrings, while Tiller's Folly and David Baker put B.C. history on the musical map. Special individual acts round out the program for a show you won't forget!

The Maple Leaf Singers promise you a show worthy of this great country's 150th anniversary, a show **From the Heart**. Be sure to share it with family and friends; give tickets as gifts.

Special Group Pricing: 1 free ticket for every 10 ordered.

Advance Club Pricing: No service charges.

Please contact the numbers on the front of this card.

tickets
NW.CA

Massey Theatre | 735 Eighth Avenue, New Westminster
T 604 521 5050 | Outlets: Massey Theatre & Anvil Centre
ticketsnw.ca



facebook.com/mapleleafsingers



twitter.com/MapleLeafSinger



youtube.com/MapleLeafSingers



mapleleafsingers.com

information@mapleleafsingers.com

-57-.com



NEW WESTMINSTER

artsCOUNCIL
OF SURREY



Zeinabova, Blanka

Subject: FW: Help Celebrate Canada 150 Inclusively



From: Elizabeth Murphy [mailto:emurphy@inclusionbc.org]

Sent: February-17-17 4:25 PM

To: Mayor

Subject: Help Celebrate Canada 150 Inclusively

His Worship Mayor Derek Corrigan

4949 Canada Way, Burnaby
Burnaby, BC
V5G 1M2

Dear Mayor Corrigan:

This year Inclusion BC will present the first ever Disability Pride celebration and parade in British Columbia as part of Canada 150+. Disability crosses every demographic so on June 15th, 2017, thousands will gather to celebrate the pride we have for Canadian citizens of all abilities. Self-advocacy and family groups, youth, multi-cultural and community living organizations, the Chief Commissioner of the Canadian Human Rights Commission, Ministry of Canadian Heritage and various social movements will gather at Richmond, BC's City Hall and parade the streets moving to a location where we will host a huge pancake breakfast.

While we are excited to take it to the streets and celebrate the disability identity as part of sesquicentennial celebrations, our pride celebration is aspiring to be truly inclusive, self-determined by people with intellectual disabilities and their families, and a model of connectedness and belonging so, our celebrations are twofold. Throughout 2017 we will be giving grants to individuals, families, and community organizations to participate in existing celebrations, parades and marches in their own communities around the province. These grants will provide opportunities for people historically not included to become civically and socially engaged outside of our movement.

We are proud to lead the country in advancing a new culture of pride, strength and freedom for people with intellectual disabilities in Canada. We welcome Burnaby to be part of the celebrations.

In order to make the community granting dollars needed, we are asking every municipality in the province to make a contribution of \$1,000. Be an Inclusive Communities Partner with a contribution of \$1,000 and get included on our geo map at <https://www.disabilitypride.ca/> and have your local events featured. Your support will help build communities where we all belong and celebrate Canadians of all abilities throughout this anniversary year.

Sincerely,

Faith Bodnar

Executive Director | Inclusion BC



March 9, 2017

To: City of Burnaby
Executive of Council/Finance Committee

Re: Grant request for Burnaby Neighbourhood House North House

The Burnaby Neighbourhood House has continued to grow in the scope of our work over the past decade. Three years ago, based on our awareness of emerging needs we saw that a Neighbourhood House was needed to serve the residents of North Burnaby. We started the North House with donated space and reallocated funds from our organization's operating budget as well as we continued to fundraise. As a result of this strategic direction to move North, we dropped South from our name becoming the Burnaby Neighbourhood House. Today, we have two fully functioning Neighbourhood Houses that we refer to as the South House and the North House. We appreciate the city facility that our South House occupies and hope to one day have a permanent home for our North House. We have an established North House advisory committee made of local North Burnaby residents that is working to develop the North House and guide its direction. Additionally, we have included representation from the North Burnaby community on our Board of Directors. The North House is actively working with schools, partner organizations and local residents to develop programs that respond to local needs.

As you may be aware, we recently relocated the North House as our time in the donated space came to an end last December. With the financial and volunteer support of our community we are pleased that we found a suitable storefront at 4908 Hastings Street. We completed the necessary leasehold improvements and created a welcoming storefront. The new space provides a hub in the community where neighbours can drop in for local information and connections to resources. It also includes a space for a family drop in, a learning kitchen, a meeting space where neighbours can gather for programs and /or drop in to use the public computers.

Given that the work of the Neighbourhood House is expanding and we are supporting Burnaby residents of all ages and diverse backgrounds, we would like to request a grant of \$20,000 to support our North House's continued development. The grant will help us to manage the increased expenses due to the relocation and the market rent that we are now paying.

SUCCESS OVER THE PAST YEAR

The Neighbourhood House promotes volunteering as a means to creating an increased sense of belonging in the city. Volunteering provides individuals, many who face numerous barriers to their participation in community, with meaningful experiences that help them with personal growth and gaining job experience, language and employment skills. Our BNH staff support individuals, many who are immigrants, unemployed, low income and multi-barriered, to increase

Our Mission is to make neighbourhoods better places to live.

4460 Beresford St. Burnaby, BC V5H 0B8 P: 604-431-0400 F: 604-431-9499 info@burnabynh.ca
www.burnabynh.ca



their confidence and capacity to get involved, participate actively in their community and build new skills.

The Neighbourhood House in North Burnaby plays an essential role in serving the residents of Burnaby. Last year's BNH community impact report demonstrated the impact of the community volunteer program on the lives of Burnaby residents who participate as volunteers. When surveyed, 85% of volunteers responded that their experience helped them meet personal goals such as increasing work experience, improving English communication or exploring possible career opportunities. Last year, the North House engaged 131 Burnaby residents as volunteers who gave 2990 hours to help organize and delivered free and low cost programs that supported their neighbours. Through these free and low cost programs, we are pleased to report that 4916 individuals, primarily Burnaby residents, participated in community programs at the North House.

Key to the North House is the welcoming storefront that has been created as a hub of information and resources. More importantly, it provides the opportunity for Burnaby residents to drop in for a chat with a staff member and/or volunteer at the front reception. Through the welcoming storefront, people are connected to both Neighbourhood House programs as well as other resources in the community. Our most recent annual report showed that the North House helped 2348 individuals, (primarily Burnaby residents), who dropped in for information and connection which was an increase from 1584 the year prior. With our new space, and our increased partnerships with schools and other local agencies in North Burnaby, we anticipate this number will continue to grow.

COMMUNITY SPACE

An important role that the Neighbourhood House fills is the sharing of our space with local residents and other community organizations. The North House space is already used by local resident groups, AA groups, seniors volunteer dance groups, Cameray Family Services and ISS. Interagency committees have also been benefitting by meeting within the new space.

The Burnaby Neighbourhood North House, is addressing many local needs of North Burnaby residents. Our vision for North is to grow a Neighbourhood House similar to the one in South Burnaby. We know that this will take time, hard work and continued community support. As our work benefits all Burnaby citizens, especially those who are most vulnerable, we urge the City to support us with a financial contribution. I have attached an operating budget for the North House. I would be pleased to answer any questions that you may have.

Sincerely,



Antonia Beck
Executive Director

Our Mission is to make neighbourhoods better places to live.

4460 Beresford St. Burnaby, BC V5H 0B8 P: 604-431-0400 F: 604-431-9499 info@burnabynh.ca www.burnabynh.ca



Burnaby Neighbourhood House - North House Budget
 one year operating budget
 Sept 2016-August 2017

Revenues

City of Burnaby Request	\$	20,000
Alexandra Foundation	\$	60,000
Other grant requests	\$	20,000
Provincial Government/projects	\$	25,000
Burnaby Neighbourhood House - core operations	\$	23,000
Streetside developments - Sept rent	\$	3,266
Image Path Solutions -(photocopier lease)	\$	1,980
Space Use Recoveries (space sharing with partners)	\$	8,000
Fees	\$	850
community donations/fundraising	\$	8,144
Total	\$	170,240

Expenses

Wages:

Senior Management/development support	\$	34,403
volunteer/program coordinator (20hrs*20/wk*52)	\$	20,946
Program staff	\$	4,500
office assistant	\$	15,360
Employee benefits - (12%)	\$	9,935
staff mileage	\$	1,200
Meeting Expenses	\$	500
Office supplies	\$	1,000
Program/events supplies	\$	5,000
PR and Marketing	\$	1,000
Computer expenses	\$	2,000
Utilities	\$	3,800
Copier Lease	\$	1,980
telephone/internet	\$	3,200
Insurance	\$	314
Leashold Improvements	\$	20,000
Lease	\$	40,000
Administration - Accounting/payroll	\$	5,107
Total	\$	170,245

Total	-\$	5
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March 11, 2017

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

Dear Committee Members,

RE: Request for Sports Grant

Please accept this letter on behalf of our Burnaby Minor Hockey Association Bantam A1 Team that they be considered for the City of Burnaby Sports Grant.

Our Bantam A1 team consists of 17 players all Burnaby residents aged 14 to 15 years old.

This past weekend the team was able to accomplish finishing in 2nd place which qualified them to attend the BC Hockey Provincial tournament in Kamloops BC March 18 – 23, 2017.

This team has worked hard over the last 7 months to get to this point. In the regular season they finished 3rd after 20 league games. Then went on to the 1st round of playoffs to finish in the top 16. Then 2nd round they finished in the top 8 and 3rd and final round they finished 2nd of 4 teams to move onto Provincials. The team has had a great season. They won gold in the Comox Valley Tournament in October 2016 then they went on to win gold in the Pat Quinn Classic Bantam AAA division in December 2016.

The last time Burnaby Minor Hockey Association had a team attend Provincials was 23 years ago. The boys are eager to proudly represent the City of Burnaby and Burnaby Minor Hockey Association in Kamloops. It would be a great help if your committee would consider supporting the team in order to offset the costs of travelling to Kamloops for our 17 players for the 5 nights.

Sincerely,

Darryl Mah
President
Burnaby Minor Hockey Association
www.burnabymenor.com

March 15, 2017

Financial Management Committee
City of Burnaby
4949 Canada Way
Burnaby, BC V5G 1M2

RE: Variety Kids Can Project

Dear Chair & Members,

Variety - The Children's Charity of BC is seeking a \$10,000 grant to support our new Variety Kids Campaign in 2017/2018. Whether it's the ability to succeed in school, at play, or the simple activities of day-to-day life, Variety's goal is to improve the quality of life for children who have special needs and support them in their unique development.

Research supports that early intervention increases the developmental, educational and social gains for children with special needs and reduces the potential for secondary problems later in life. While much has been done in regards to health promotion for children and families, accessibility to services is still a problem. This is where Variety - the Children's Charity of BC steps in.

Variety BC helps over 1600 children in need each year and spends an average of \$2,500 for each child per year. Families that require our assistance fall just above the poverty line, bringing in an average combined family income of about \$40,000. In Metro Vancouver, 47% of the annual income of a two-parent, two-child family is spent on housing, leaving families with little economic security, struggling to care for one or more children with special needs. Recognizing that the need for our services continue to rise, we are launching the Variety Kids Campaign to raise \$2,500,000 to help an additional 1,000 children.

We are excited that the campaign has already received a leadership gift of \$1,000,000 from the Milan and Maureen Ilich Foundation and look forward to partnering with the City of Burnaby to help better serve our local community. On behalf of Variety's board of directors, I would like to extend an invitation to all members of the City of Burnaby's Financial Management Committee to attend the campaign launch event on Tuesday, March 28th. We will forward to you a formal invitation via email with more details and a link to R.S.V.P.

Thank you for your time and consideration of our request. Enclosed is our proposal for funding. Please contact Meghan Bradner, Manager, Major Gifts & Recognition at 604.268.3896 (or by email at meghan.bradner@variety.bc.ca) if you have any questions or require more detailed information.

Sincerely,



Kristy Gill
Chief Executive Officer, CEO

ENCLOSURE



Variety Kids Can

Submitted to: City of Burnaby

March 15, 2017

Anna Domagas
Development Officer
Variety - The Children's Charity
4300 Still Creek Drive
Burnaby, BC V5C 6C6
604.268.3883



variety.bc.ca

Executive Summary

Variety - The Children's Charity of BC is seeking a grant for the Variety Kids Can campaign which aims to extend our support to an additional 1,000 children with special needs in BC.

Since 1966 Variety BC has been providing direct help to families who need financial assistance in order to access vital equipment and support services for children 0-19 years of age living in BC or the Yukon, who has a qualified need (medical/developmental) as recognized by a designated professional, and whose financial circumstance limits their ability to afford the item or service required for their health and development.

Our goal is to connect children and youth with special needs to the services they need as early as possible by addressing accessibility and covering the associated costs to ensure that the children receive the equipment and support they need at a time when it can have the biggest impact on their development and future opportunities. Funding in the amount of \$10,000 is requested to support more families in the City of Burnaby, and to address the urgent and growing need for our services in this community. Your contribution will have an immediate and lasting impact on the life of every child who benefits from this campaign.

Statement of Need

The lifelong benefits of early intervention and support for children with developmental disabilities are well documented. The earlier a child's special needs is not only diagnosed but also addressed, the more likely the child and family will experience meaningful results. While much progress has been made in the development of new and improved equipment, therapies, and specialized programs, the problem Variety strives to address is accessibility.

In 2016 Variety helped 109 children (and their families) in Burnaby totaling \$305,502 – numbers which have almost doubled since the previous year when Variety spent \$164,502 to help 68 families.

Faced with an unexpected and unknown future, parents of children who have special needs are overwhelmed by the costs of care, the pressures of providing for their families and the demands of parenting. In addition to medical, rehabilitation and other direct expenses that are often beyond what is covered by the healthcare system, families also face opportunity costs, as parents and family members must often give up or limit their employment in order to care for children with diagnosed medical conditions or developmental disabilities. Many children and families sit on lengthy waitlists to receive government funded services, missing or delaying the opportunity to fully benefit from early intervention support. For children with special needs, support is essential, early intervention is critical, and the parents we serve simply can't afford what's imperative for their child's development. This reality occurs every day. They need help and they come to Variety.



Such was the case for the Hinton family. Oliver and Elliott were born with a form of muscular dystrophy and require leg braces that must be replaced yearly as the boys grow. These custom orthotics would have cost parents Jen and Mike an astounding \$3,500 a pair for a total of \$7000 each year.

“As my husband and I sat down to consider how much all of this was going to cost us, our hearts sank because we realized we couldn’t possibly afford it. My husband works incredibly hard for us, but the cost of living in Vancouver is very high and we had no idea how we could ever afford to give our special guys all the help that they need. It was horrible to think that as parents we couldn’t help our kids.” – Jen

With help from Variety, Oliver and Elliott are able to run, jump and be active like other boys their age.

Program Description

The Variety Kids Can Campaign will raise \$2,500,000 to help and additional 1,000 children in BC. Contributions to the campaign will ensure that children in communities throughout Metro Vancouver and across British Columbia will receive the following vital services and equipment to aid in their physical, mental, and emotional development:

- Mobility, communication, and adaptive equipment such as power and manual wheelchairs, hearing aids, orthotics, and standing walkers to give children their freedom and independence
- Life-saving medication and supplies such as diabetic supplies and feeding pumps for children who cannot be fed orally
- Specialized therapies such as speech & language, occupational, and physical therapies
- Tuition to specialized schools and tutoring bursaries for children with learning disabilities
- Counseling services for children and youth facing mental health challenges

Goals & Objectives

Through the Variety Kids Can campaign we hope to give these children the support they need to succeed in the adult world and the opportunity to grow into their best selves - inspired to brave more challenging times, and energized to become the leaders of tomorrow, affecting others positively the way they have been affected by the generosity of others.

Giving children with special needs access to the equipment, tools, services, and specialized educational programs they need can significantly increase their ability to integrate into future social environments, including school, community, and employment.

Families caring for one or more children with special needs often experience frustration, stress, disappointment, helplessness and social isolation. When a child with special needs receives support

early on, it impacts not only the child but can also improve the wellbeing of the entire family. By helping to alleviate some of the pressures and equipping parents with the tools and knowledge to help their child can further affect the development of the special needs child by building a strong, positive, and supportive environment

More specifically, our main goals are:

- To improve the quality of life and enhance the development of children with special needs
- To improve the home environment and family dynamic by providing support and assistance to the children's families
- To lay the foundation for children and their families to have greater opportunities for full participation in society

Variety has been providing direct help to children for over 50 years. Children like Thaddeus who was born premature at 31 weeks and weighed only four pounds. Joint contractures at birth prevented him from straightening his arms and legs, and was diagnosed with Central Core Myopathy – a disease weakening his muscles. Variety helped to cover the cost of an orthotic back brace (\$2,358) to hold his spine and prevent a scoliosis curve from progressing when he was only 15 months old, but the biggest assistance came from physiotherapy (an average of \$2,000 each year from 2 – 4 years of age) and a specialized tricycle (\$3,100) to give him increased strength and mobility. Now, 8-year-old Thaddeus can participate in wheelchair basketball, racing, and sledge hockey, and is living proof that early intervention can transform a child's life.

"Without the help of Variety, Thaddeus wouldn't be the strong and independent boy he is now." – Candace (mother to Thaddeus)

Thaddeus and his family are just one of thousands of families across British Columbia who reach out to Variety each year. The City of Burnaby's investment of \$10,000 will promote inclusion and equal rights through accessibility, and ensure that Variety can help children with special needs not only survive, but also to thrive.

Budget

Revenues

*Foundations	\$	1,500,000
Fundraising Events	\$	550,000
Individual Donors	\$	250,000
Corporate Donors	\$	200,000
	\$	<u>2,500,000</u>

Expenses

Mobility & Adaptive Equipment	\$	1,250,000
Life-Saving Medication & Supplies	\$	500,000
Specialized Therapies	\$	400,000
Educational Tuition & Bursaries	\$	250,000
Counseling	\$	100,000
	\$	<u>2,500,000</u>

Staffing, marketing, administration, and fundraising costs will be coming out of Variety's general budget.

*\$1,000,000 foundation revenues have already been confirmed.

Evaluation

Variety will conduct a 12-month follow-up with all grant recipients to collect feedback and measure the impact that grants have had on their child's health and the family overall. Data obtained will seek to measure improvements in a child's:

- Physical and emotional well-being
- Independence (personal control, choices, competence, performance, education, and personal skill)
- Interpersonal relations with family and friends
- Community integration and participation

Participation is not mandatory. To protect the privacy of grantees, all responses will remain anonymous.