



## **EXECUTIVE COMMITTEE OF COUNCIL**

### **MINUTES**

An Open meeting of the Executive Committee of Council was held in the Council Committee Room, City Hall, 4949 Canada Way, Burnaby, B.C. on **Wednesday, 2019 March 06** at 10:00 a.m.

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

PRESENT: Councillor Sav Dhaliwal, Chair  
Mayor Mike Hurley, Vice Chair  
Councillor Pietro Calendino, Member  
Councillor Paul McDonell, Member  
Councillor Nick Volkow, Member  
Councillor James Wang, Member

STAFF: Mr. Lambert Chu, City Manager  
Ms. Noreen Kassam, Director Finance  
Mr. Dave Ellenwood, Director Parks, Recreation & Cultural Services  
Ms. Elaine Wong, Assistant to the Mayor  
Ms. Monica Macdonald, Administrative Officer

The Chair called the Open meeting to order at 10:00 a.m.

The Chair acknowledged the unceded, traditional, and ancestral lands of the hə́ŋqəmiŋə́ŋ and sk̓w̓xwú7mesh speaking people, and extended appreciation for the opportunity to hold a meeting on this shared Coast Salish territory.

#### **2. MINUTES**

- (a) [Minutes of the Executive Committee of Council Open meeting held on 2019 February 06](#)
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MOVED BY COUNCILLOR WANG  
SECONDED BY COUNCILLOR MCDONELL

THAT the minutes of the Executive Committee of Council Open meeting held on 2019 February 06 be adopted.

CARRIED UNANIMOUSLY

### 3. **CORRESPONDENCE**

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY MAYOR HURLEY

THAT the correspondence be received.

CARRIED UNANIMOUSLY

(a) **[Correspondence from Scouts Canada](#)**  
**Re: Letter of Appreciation (#18.11)**

Correspondence was received from Mr. Simon Evison, Council Relationship Manager, Scouts Canada, Pacific Coast Council, expressing appreciation to the City for funding support of Burnaby based Scouting programs for 2018.

### 4. **REPORTS**

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR MCDONELL

THAT the reports be received.

CARRIED UNANIMOUSLY

(a) **[Report from the Director Finance](#)**  
**Re: Community Grants Policy**

The Director Finance submitted a report reviewing the Community Grants Policy and Guidelines.

The Director Finance recommended:

1. THAT Executive Committee recommend Council adopt the proposed policy framework for awarding community grants for ongoing operating expenses, as presented in Section 3.0 of this report.
2. THAT Executive Committee recommend Council approve the updated Community Grants Policy and Application Form, as appended to this report.
3. THAT Executive Committee recommend Council increase the maximum contribution for travel expenses for recreational sports teams, as presented in Section 5.0 of this report.

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendations of the Director Finance be adopted.

Arising from discussion of the grant amount, the Committee expressed concern that Burnaby based non-profit groups retain the current level of support from the City and introduced the following motion:

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR MCDONELL

THAT Section 3.0 of the report be **AMENDED** to grandfather the amount of any grant currently awarded to a non-profit organization.

CARRIED UNANIMOUSLY

The question was then called on the previous motion:

THAT the recommendations of the Director Finance be adopted.

CARRIED UNANIMOUSLY

(b) [Report from the Director Parks, Recreation and Cultural Services](#)  
**Re: Complimentary Pass Program Changes**

The Director Parks, Recreation and Culture Services submitted a report proposing changes to Burnaby's Complimentary Pass Program.

The Director Parks, Recreation and Culture Services recommended:

1. THAT the Executive Committee recommend Council approve the changes to the City's complimentary pass program, as outlined in section 4.0 of this report.
2. THAT the City Solicitor be authorized to bring forward an amendment to Burnaby's Recreation Fees and Admissions Bylaw to implement the proposed changes.
3. THAT the Parks, Recreation and Culture Commission and all complimentary pass holders be informed of the proposed changes.

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY MAYOR HURLEY

THAT the recommendations of the Director Parks, Recreation and Culture Services be adopted.

Arising from discussion of the maximum annual cost equivalent of the pass, the Committee introduced the following motion:

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR WANG

THAT the report be **AMENDED** to increase the maximum annual cost equivalent of complimentary passes from \$1,000 to \$1,500.

CARRIED UNANIMOUSLY

Arising from further discussion and without objection by any member, the Committee requested staff send a letter to all current users explaining the policy change following Council's adoption of the report.

The question was then called on the previous motion:

THAT the recommendations of the Director Parks, Recreation and Culture Services be adopted.

CARRIED UNANIMOUSLY

(c) [Report from the Director Planning and Building](#)  
**Re: Community Resource Centres - 2020 Lease Rates and Grants**

The Director Planning and Building submitted a report presenting proposed lease rates and anticipated lease grants for 2020 for nonprofit tenants at all City-owned Community Resource Centres.

The Director Planning and Building recommended:

1. THAT Council be requested to approve the proposed 2020 lease rates for Resource Centre tenants, as presented in Section 4.0 of this report.
2. THAT information on the approved 2020 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 2020 lease grants.

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendations of the Director Planning and Building be adopted.

CARRIED UNANIMOUSLY

5. **FESTIVALS BURNABY GRANTS APPROVED TO DATE - \$15,500**

6. **COMMUNITY (GENERAL) GRANTS APPROVED TO DATE - \$4,000**

7. **NEW APPLICATIONS**

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR MCDONELL

THAT the New Applications be received.

CARRIED UNANIMOUSLY

(a) **#19.09.p - Rotary Club of Burnaby Metrotown**  
*2019 Wine, Food and Music Festival*

An application was received from the Rotary Club of Burnaby Metrotown requesting an in-kind printing grant in support of the 2019 Wine, Food and Music Festival scheduled to take place on Saturday, 2019 June 08 at the Nikkei National Museum and Cultural Centre. Proceeds raised support the Rotary Club's charitable work in Burnaby.

Request:	\$3,000 In-kind printing	CPA:	2018 - \$2,500 (in-kind printing)
			2017 - \$2,500 (in-kind printing)
			2016 - \$2,500 (in-kind printing)

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR CALENDINO

THAT an in-kind grant in the amount of \$2,500 be awarded to Rotary Club of Burnaby Metrotown to assist with the printing of promotional materials for the 2019 Wine, Food and Music Festival to be held on 2019 June 08 at the Nikkei National Museum and Cultural Centre.

CARRIED UNANIMOUSLY

(b) **#19.10. - The Maple Leaf Singers**  
*Annual Spring Show*

An application was received from the Maple Leaf Singers requesting a grant to assist with the cost of funding the Maple Leaf Singers Annual Spring Show Don't Stop Believin' to be held at the Massey Theatre, New Westminster on 2019 May 25 and 26. It was noted that the cost of ad space for the event has increased from \$200 in previous years to \$300 in the current year.

Request: \$300

CPA: 2018 – \$200  
2017 – \$200  
2016 – \$200

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR MCDONELL

THAT a grant in the amount of \$200 be awarded to the Maple Leaf Singers in support of their Annual Spring Show to be held on 2019 May 25 and 26 at the Massey Theatre in New Westminster.

CARRIED UNANIMOUSLY

- (c) [#19.11.p - The Society to End Homelessness in Burnaby and the Burnaby Task Force on Homelessness Outreach Events Materials](#)

An application was received from the Society to End Homelessness and Burnaby Task Force on Homelessness requesting an in-kind grant for printing of the banner to raise awareness of homelessness in Burnaby; as well as posters and flyers for the Outreach Resource Centre to promote community events such as the Coldest Night of the Year, Outreach Christmas, and Twice Feels Nice! Clothing Drive.

Request: \$1,000 In-kind  
printing

CPA: 2018 – No application  
2017 – No application\*  
2016 – No application

\*An in-kind printing grant of \$520 was awarded to the Society to End Homelessness for printing two banners and promoting the 2017 Coldest Night of the Year Walk.

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR MCDONELL

THAT an in-kind grant in the amount of \$550 be awarded to the Society to End Homelessness and Burnaby Task Force on Homelessness to assist with the printing of a banner, as well as, posters and flyers for the Outreach Resource Centre to promote community events in 2019.

CARRIED UNANIMOUSLY

(d) **#19.12. - The Bill Reid Centre for Northwest Coast Studies at SFU**  
*Indigenous Walking Tours Mobile App and Web-Based Project*

An application was received from the Bill Reid Centre for Northwest Coast Studies at Simon Fraser University requesting a grant to assist with the cost of creating: an Android version of an iOS Indigenous walking tour mobile app, pre-kindergarten to grade 12 educational resources to accompany walking tours (e.g., art, place names, and plant knowledge), and an augmented reality component to allow users to hear and view Indigenous names and spellings layered over the landscape through the camera of their mobile device. Portion of the grant would be used to promote availability of the free mobile app and to explore the use of Bluetooth beacons to notify visitors to Burnaby Mountain Park that the application is available. Overall aim of the project is to properly acknowledge the unceded territories of the Coast Salish people on which Simon Fraser University is located.

Request:	\$28,000	CPA:	2018 – No application
			2017 – No application
			2016 – No application

**MOVED BY MAYOR HURLEY**  
**SECONDED BY COUNCILLOR CALENDINO**

THAT staff contact the Bill Reid Centre for Northwest Coast Studies at Simon Fraser University and investigate the feasibility of a partnership with the City to develop an indigenous walking tours mobile app for Burnaby Mountain Park.

CARRIED UNANIMOUSLY

Arising from discussion and without objection by any member, the Committee requested staff report back to the Committee at its next meeting regarding the feasibility of a partnership, and if applicable, recommending the scope of the partnership and an amount of support for the project.

(e) **#19.13. - Scouts Canada**  
*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 2019.

Request:	\$6,000	CPA:	2018 – \$5,000
			2017 – \$5,000
			2016 – \$5,000

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR CALENDINO

THAT a grant in the amount of \$5,000 be awarded to Scouts Canada, Pacific Coast Council, to assist with the cost of providing Burnaby based scouting programs for Beavers, Cubs, Scouts, Venturers and Rovers for 2019.

CARRIED UNANIMOUSLY

(f) [#19.14. - Cumberland Place Community](#)  
*Block Party*

An application was received from Cumberland Place Community requesting a grant in support of a block party in the Burnaby neighbourhood to be held on Saturday, 2019 July 13. Festivities will include a bouncy castle and inflatables for the kids, popcorn, hot dogs, burgers, as well as a community based project that will engage five townhouse complexes.

Request:	\$300+	CPA:	2018 - \$300
			2017 - \$300
			2016 - No Application

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR CALENDINO

THAT a grant in the amount of \$300 be awarded to Cumberland Place Community to assist with the cost of hosting a block party on 2019 July 13 in Burnaby.

CARRIED UNANIMOUSLY

(g) [#19.15. - BC Wheelchair Floorball Association](#)  
*Annual Tournament*

An application was received from the BC Wheelchair Floorball Association requesting a grant in support of its 2nd annual tournament to be held on 2019 June 1-2 at the BCIT Burnaby campus. The Association facilitates a sustainable program for athletes with or without disabilities to participate in wheelchair floorball at both the developmental and competitive level, and promotes inclusion, team work and independence while supporting members to build long lasting relationships and stay involved in sport.

Request:	Request: \$250+	CPA:	2018 - No Application
			2017 - No Application
			2016 - No Application



MOVED BY COUNCILLOR MCDONELL  
SECONDED BY MAYOR HURLEY

THAT a grant in the amount of \$250 be awarded to the BC Wheelchair Floorball Association to assist with the cost of hosting its 2nd annual tournament to be held on 2019 June 1-2 at the BCIT Burnaby campus.

CARRIED UNANIMOUSLY

**8. NEW BUSINESS**

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

**9. INQUIRIES**

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

**10. CLOSED**

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

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR CALENDINO

THAT this Open Committee meeting do now recess.

CARRIED UNANIMOUSLY

The Open Committee meeting recessed at 11:18 a.m.

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR MCDONELL

THAT the Open Committee meeting do now reconvene.

CARRIED UNANIMOUSLY

The Open Committee meeting reconvened at 11:44 a.m.

**11. ADJOURNMENT**

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR CALENDINO

THAT this Open Committee meeting do now adjourn.

CARRIED UNANIMOUSLY

The Open Committee meeting adjourned at 11:44 a.m.

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Monica Macdonald  
Administrative Officer

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Councillor Sav Dhaliwal  
Chair