



EXECUTIVE COMMITTEE OF COUNCIL

NOTICE OF OPEN MEETING

DATE: **TUESDAY, 2019 OCTOBER 01** ←
TIME: **3:00 p.m.** ←
PLACE: **Council Committee Room, Main Floor, City Hall**

A G E N D A

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1. <u>CALL TO ORDER</u>	
2. <u>MINUTES</u>	
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5. **FESTIVALS BURNABY GRANTS APPROVED TO DATE - \$171,100**

6. **NEW APPLICATIONS - FESTIVALS BURNABY**

Neighbourhood Events

- (a) **#19-N-013 - Nidhi Foundation** 40
Vancouver Kannada Kuta Deepawali & Kannada Rajyotsava Celebrations

An application was received from the Nidhi Foundation for their Vancouver Kannada Kuta Deepawali (Festival of Lights) and Kannada Rajyotsava Celebrations to be held on 2019 November 03 at the Bonsor Banquet Hall, Burnaby. The Deepawali festival highlights the good or evil battles of life; while the Kannada Rajyotsava Celebrations celebrate the formation of Karnataka state. Kannada is the official language of Karnataka state. Small local communities celebrate these events as a socio-cultural festival focusing on its diverse rich heritage, history, music and food.

Request: \$1,850

CPA: 2018 - No Application
2017 - No Application
2016 - No Application

Small Scale Events

- (b) **#19-S-013 - Namsadang Cultural Institute** 42
World Traditional Performing Arts Festival

An application was received from the Namsadang Cultural Institute for the World Traditional Performing Arts Festival to be held on 2019 November 23 at the Leslie and Gordon Diamond Family Auditorium, Simon Fraser University. The festival includes multicultural performances from various ethnic groups including First Nations, Korean, Indonesian and Taiwanese. In its third year, the festival focuses on commemorating Remembrance Day and acknowledging those who served Canada and devoted their lives to the country for world peace.

Request: \$3,200

CPA: 2018 - \$1,000 (Small Scale Grant)
2017 - No Application
2016 - No Application

- (c) **#19-S-014 - Korean Evergreen Seniors Society of Canada** 44
BC Seniors Performing Arts Festival

An application was received from the Korean Evergreen Seniors Society of Canada for their BC Seniors Performing Arts Festival to be held on 2019 November 09 at the James Cowan Theatre, Shadbolt Center for the Arts. The festival includes performing arts such as dancing (modern and traditional) and singing (classic, pop and traditional folk songs); as well as band music. The festival promotes senior citizens' health and social engagement.

Request: \$8,000

CPA: 2018 - No Application
2017 - No Application
2016 - No Application

7. PROGRESSIVE LIST OF GRANTS APPROVED TO DATE - \$216,533

- a) **Program Grants Approved to Date - \$199,533**
b) **Operating Grants Approved to Date - \$17,000**

8. NEW APPLICATIONS

- a) **#19.48. - Pro Motion Research Institute and the Fortius Foundation** 46
KidsMove Schools

An application was received from the Pro Motion Research Institute and the Fortius Foundation requesting a grant in support of the KidsMove Schools program in 2019/2020. The 10 week program provides inclusive physical and health education; and builds skills, confidence and enjoyment in physical activity for 450 Burnaby elementary school students (ages 9 to 12). Participants have different physical and cognitive abilities, and some of them are from refugee families. The two-hour sessions at Fortius Sport and Health facility include a warm-up, series of activity and learning stations, and a large group activity. The program benefits at least 18 school teachers as well by furthering their knowledge to deliver physical and health education program to students of different physical abilities.

Request: \$25,000

CPA: 2018 - No Application
2017 - Denied
2016 - No Application

b) #19.49. - Burnaby Hospital Foundation
Annual Gala

53

An application was received from the Burnaby Hospital Foundation requesting a grant in support of their annual gala to be held on 2019 November 15 at the Delta Hotels Burnaby Conference Centre. The event's theme is Nashville Nights, country music pilgrimage, and it includes a cocktail reception, multi-course meal, live entertainment, dancing, live and silent auctions, raffle, and guests' donations. The gala raises awareness and funds in support of the Hospital (i.e. medical equipment, patient care, and innovative and educational programs). The event will be attended by over 300 guests, including sponsors, physicians, corporate leaders, elected officials, and benefactors and hospital patrons. The majority of the guests reside in Burnaby; while the majority of the sponsors have business in the community. The Hospital serves over 200,000 patients per year.

Request: \$25,000 CPA: 2018 - No Application
2017 - No Application
2016 - No Application

c) **#19.50. - The Heights Neighbourhood Association**
Burnaby Heights Art Crawl

61

An application was received from the Heights Neighbourhood Association requesting a grant in support of Burnaby Heights Art Crawl on Hastings Street to be held on 2019 September 28 from 11 a.m. to 4 p.m. This free event features local artists; allows the public to view, purchase, and enjoy artwork created for the community; and encourages community building and appreciation for local art. The event includes an all artists gallery based at Burnaby North Neighbourhood House, which will feature two to three pieces of artwork from each artist. Approximately 500 residents are expected to attend the event.

Request: \$5,000 CPA: 2018 - No Application
2017 - No Application
2016 - No Application

d) **#19.51. - Dutch Liberation 2020 Canadian Society**
75th Commemorative European Liberation

68

An application was received from the Dutch Liberation 2020 Canadian Society requesting a grant in support of the 75th Commemorative European Liberation. The project includes a candlelight commemorative vigil to be held on 2020 May 02. Further, the Society will provide 75 “Canadian Liberator” tulip bulbs to each participating elementary school to plant in their school

gardens through the “Celebrating Liberation with Planting a Promise” educational initiative. The project’s goal is to honour Canada’s veterans and educate residents. At least 17 Burnaby elementary schools are expected to participate in the initiative.

Request: \$2,500

CPA: 2018 - No Application
2017 - No Application
2016 - No Application

9. NEW BUSINESS

10. INQUIRIES

11. ADJOURNMENT



EXECUTIVE COMMITTEE OF COUNCIL

MINUTES

An Open meeting of the Executive Committee of Council was held in the Council Committee Room, City Hall, 4949 Canada Way, Burnaby, BC on **Tuesday, 2019 September 03** at 1:30 p.m. followed by a Closed meeting from which the public was excluded.

1. CALL TO ORDER

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

ABSENT: Councillor Nick Volkow, Member (*due to illness*)

STAFF: Mr. Lambert Chu, City Manager
Ms. Noreen Kassam, Director Finance
Mr. Dave Ellenwood, Director Parks, Recreation & Cultural Services
Ms. Deborah Tuytens, Acting Assistant Director, Cultural Services
Mr. David Jordan, Arts Services Manager
Ms. Elaine Wong, Executive Assistant to the Mayor
Ms. Nikolina Vracar, Administrative Officer 2

The Chair called the Open meeting to order at 1:32 p.m.

The Chair acknowledged the ancestral and unceded homelands of the Skwxwú7mesh and traditional hə́nqəmiṇəm speaking people, and extended appreciation for the opportunity to hold a meeting on this shared territory.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR CALENDINO

THAT the Committee Agenda be **AMENDED** by adding a memorandum from the Director Finance "Down Syndrome Resource Foundation (DSRF)", as Item 4(e).

CARRIED UNANIMOUSLY

2. MINUTES**(a) Minutes of the Executive Committee of Council Open meeting held on 2019 July 10**

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR WANG

THAT the minutes of the Executive Committee of Council Open meeting held on 2019 July 10 be adopted.

CARRIED UNANIMOUSLY

3. DELEGATIONS

(a) Burnaby Arts Council
Re: Community Arts Development
Speakers: Teena Martin, Executive Director
Maria Anna Parolin, Co-Chair, Board of Directors

Ms. Teena Martin, Executive Director, and **Ms. Maria Anna Parolin**, Co-Chair, Board of Directors, Burnaby Arts Council (BAC), appeared before the Committee for a follow-up presentation to their delegation at the 2019 June 06 Committee meeting.

Ms. Martin advised that the BAC has worked with City staff to provide additional information regarding its previously presented funding request, and noted that the organization is seeking funding for the following reasons:

- the population growth has created new opportunities for cultural engagement;
- organization's capacity to meet the community's needs is at its maximum; and,
- programs and events need to be more accessible to the community.

Further, Ms. Martin stated that the BAC is a registered charity with access to niche funding, provides free programs to the community, and is the only non-profit arts service organization in Burnaby.

The delegation concluded that the BAC is seeking a \$50,000 increase in annual funding to bring quality arts programming, such as: Indigenous cultural engagement, youth music mentoring, engagement of individuals with disabilities, artist outreach, and creating intergenerational connections.

Arising from discussion, the Committee introduced the following motion:

MOVED BY MAYOR HURLEY
SECONDED BY COUNCILLOR MCDONELL

THAT the delegation's presentation be **REFERRED** to staff for a report.

CARRIED UNANIMOUSLY

- (b) **Volunteer Burnaby**
Re: Work in the Community
Speakers: Dave Baspaly, Executive Director
Jason Lesage, Community Engagement Coordinator
Madison Yip, Volunteer Burnaby Hive Team Member

Mr. Dave Baspaly, Executive Director, **Mr. Jason Lesage**, Community Engagement Coordinator, and **Ms. Madison Yip**, Grade 12 Student at Moscrop Secondary School and Hive Team Member, Volunteer Burnaby, appeared before the Committee providing information on Volunteer Burnaby's work in the community.

Mr. Lesage expressed appreciation to the City for the support it has provided to Volunteer Burnaby over the past 40 years, and highlighted the following:

- the number of volunteers has increased between 2015 and 2018, with 217 volunteers providing 1,530 hours of volunteer work in 2018;
- 100 Burnaby organizations are seeking volunteers on the govolyunteer.ca website which Volunteer Burnaby helps manage; and,
- volunteers support a variety of community events, including Burnaby Pride Street Party, Canada Day at Burnaby Village Museum, Edmonds City Fair, Edmonds Festival of Lights, Hats Off Day, Korean Festival, Terry Fox Run and World Rivers Day.

The speaker noted that Volunteer Burnaby member organizations include Burnaby-based and Metro Vancouver organizations, such as: the Burnaby Arts Council; Burnaby Community Services; Burnaby Family Life Institute; Burnaby Hospice Society; Burnaby MoreSports Society; Burnaby Neighbourhood House; Elizabeth Fry Society of Greater Vancouver; Greater Vancouver Food Bank; Heights Merchants Association; Immigrant Services Society of BC (ISSofBC); and Variety – the Children's Charity of BC. Further, Volunteer Burnaby is coordinating with private businesses who are interested in volunteer work in the community.

Mr. Lesage introduced Ms. Yip, a member of the Volunteer Burnaby Hive Team, an elite team of Burnaby youth who are highly engaged in the community. Ms. Yip began volunteering in the community at 13 years of age, and enjoys spending time in the community, and interacting with and helping community members.

In closing, the delegation requested:

- an annual grant in support of the organization's community programming – Item 7(a) on the agenda; and,
- declaration of Volunteer Burnaby as an essential service in the City.

The Committee requested clarification regarding the essential service declaration.

Mr. Baspaly noted that the City has previously declared two local organizations as essential in its Community Granting Policy, and Volunteer Burnaby sees volunteerism as intrinsic to Burnaby's identity and civic engagement.

The Committee recognized the value of volunteers, and advised that two organizations were grandfathered in the Community Granting Policy as they provide contractual services to the City. Further, the Committee inquired regarding initiatives to engage volunteers of different backgrounds.

The delegation informed the Committee that some Volunteer Burnaby volunteers speak a second language, and the organization engages cultural groups and new Canadians through the Mosaic, S.U.C.C.E.S.S and ISSofBC.

4. CORRESPONDENCE

(a) Correspondence from Variety - the Children's Charity of BC
Re: Letter of Appreciation (#19.31)

Correspondence was received from Ms. Cally Wesson, Chief Executive Officer, Variety – the Children's Charity of BC, expressing appreciation to the City for providing funding in support of the Variety Mobility Day held on 2019 June 05.

(b) Correspondence from parkrun Canada
Re: Letter of Appreciation (#19.36.f)

Correspondence was received from Ms. Debby Fu, Event Director, parkrun Canada, expressing appreciation to the City for providing an in-kind grant in support of the organization's weekly Saturday morning 5km run in Central Park.

(c) Correspondence from the BC Lacrosse Association
Re: Letter of Appreciation (#19.35)

Correspondence was received from Ms. Rochelle Winterton, Executive Director, BC Lacrosse Association Board of Directors, expressing appreciation to the City for providing funding to assist with travel expenses for six Burnaby residents who competed in the 2019 Canadian Lacrosse National Championships in Field Lacrosse held in August and September.

(d) **Correspondence from the Nikkei Seniors Health Centre and Housing Society**
Re: Letter of Appreciation (#19.18.o)

Correspondence was received from Ms. Ruth Coles, President, and Ms. Cathy Makihara, Executive Director, Nikkei Seniors Society, expressing appreciation to the City for providing an in-kind green fee waiver grant in support of the 14th Annual Nikkei Place Charity Golf Tournament held on 2019 May 31. The tournament raised funds for the Nikkei Seniors Health Care and Housing Society's "Beat the Odds" campaign.

(e) **Memorandum from the Director Finance**
Re: Down Syndrome Resource Foundation (DSRF)

A memorandum was received from the Director Finance regarding the DSRF's funding request in support of their 25th anniversary capital campaign; as well as potential options for providing support. The Director Finance advised that the City could support the DSRF through the Community Grants Program and Permissive Tax Exemption Program. The DSRF's Community Grant application appears as item 7(b) on the agenda.

5. **FESTIVALS BURNABY GRANTS APPROVED TO DATE - \$171,100**

6. **PROGRESSIVE LIST OF GRANTS APPROVED TO DATE - \$168,283**

7. **NEW APPLICATIONS**

a) **#19.39. - Volunteer Burnaby**
Community Programming

An application was received from Volunteer Burnaby requesting a grant to assist with the cost of community programming provided by the organization to the citizens of Burnaby in 2019. Volunteer Burnaby collaborates with other community organizations, government, schools and community leaders to identify needs, mobilize volunteers and deliver community events throughout the City (e.g., Hats Off Day, Canada Day celebrations, Edmonds City Fair and Classic Car Show, Edmonds Festival of Lights, World Rivers Day, SFU Volunteer Fair, Korean Cultural Heritage Festival, North Burnaby Community Fair and Burnaby Chalk Art Experience).

Request: \$10,000

CPA: 2018 - \$12,000
2017 - \$12,000
2016 - \$12,000

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR WANG

THAT a grant in the amount of \$10,000 be awarded to Volunteer Burnaby in support of the organization's community programming in 2019.

CARRIED UNANIMOUSLY

b) #19.40. - Down Syndrome Resource Foundation
One to One Children Programs

An application was received from the Burnaby-based Down Syndrome Resource Foundation (DSRF) requesting a grant in support of the One to One Children Programs in 2019/2020. The DSRF provides specialized and innovative health and education programs and services which meet the complex health and educational needs, increase social connectedness and self-esteem, improve the quality of life, and provide a foundation for lifelong learning for children under the age of 18 living with Down Syndrome. Programs and services focus on speech, language and occupational therapy, reading and communication, math, and enhancing the life skills to foster independence. Approximately 500 individuals, including 250 Burnaby residents, benefit annually from the programs and services.

Request: \$25,000

CPA: 2018 - No Application
2017 - No Application
2016 - No Application

MOVED BY MAYOR HURLEY
SECONDED BY COUNCILLOR MCDONELL

THAT a grant in the amount of \$10,000 be awarded to the Down Syndrome Resource Foundation in support of One to One Children Programs in Burnaby for 2019/2020.

CARRIED UNANIMOUSLY

c) #19.41. - Volunteer Grandparents
Family Match and School Grandparent Programs

An application was received from Volunteer Grandparents requesting a grant to support provision of programs in the community in 2020. The Family Match Program matches senior volunteers (i.e. grandparents) with families who have children aged 3 to 14 years and do not have grandparents. The program meets social and emotional needs of older adults and families, and emphasizes the creation of long-term extended family relationships. The School Grandparent Program provides senior volunteers for elementary

school activities (i.e. listening, reading, arts and crafts, and special events), and provides volunteers with an opportunity to share their skills, knowledge and experience. Approximately 205 grandparents, families, students, and program ambassadors participate directly in the programs. A grant will defray cost of recruiting, screening, and training more senior volunteers, enrolling more families seeking a grandparent, supporting the grandparent matches, and promoting the organization in the community.

Request: \$10,000

CPA: 2018 - \$1,000 in-kind printing*
2017 - No Application
2016 - No Application

**A \$1,000 in-kind printing grant was awarded to Volunteer Grandparents for printing of promotional materials for their 45th anniversary campaign.*

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT an in-kind printing grant in the amount of \$1,500 be awarded to Volunteer Grandparents in support of their Family Match and Student Grandparent Programs in Burnaby in 2020.

CARRIED UNANIMOUSLY

d) #19.42. - Stream of Dreams Mural Society
Plastics Program at Burnaby Elementary Schools

An application was received from Stream of Dreams Murals Society requesting a grant in support of a program promoting environmental stewardship by Burnaby children and their families and reducing the amounts of plastics entering Deer Lake. The program includes school education workshops, school neighbourhood garbage pick-ups by students, storm drain clean-up by community volunteers nearby participating schools, and data compilation to assess the program's effectiveness. Approximately 1,376 students and 153 teachers from Morley, Windsor, Brantford, and Buckingham Elementary schools are expected to participate.

Request: \$7,475

CPA: 2018 - No Application
2017 - No Application
2016 - No Application

MOVED BY MAYOR HURLEY
SECONDED BY COUNCILLOR MCDONELL

THAT a grant in the amount of \$5,000 be awarded to Stream of Dreams Mural Society in support of the plastics program at Morley, Windsor, Brantford and Buckingham Elementary in 2019/2020.

CARRIED UNANIMOUSLY

e) #19.43. - Burnaby Family Life Institute
Community Grant – Support for Burnaby Residents

An application was received from Burnaby Family Life (BFL) requesting a grant in support of services provided to all Burnaby residents in 2019/2020. BFL supports expecting and new mothers, children and mothers who have been victims or witnesses of violence, and newcomers to Canada. Their services include family resources, counselling, and full-time and occasional child care delivered through nine locations across the City. BFL advocates on behalf of children living in poverty, leads the Intercultural Planning Table, and partners with other community organizations and the business sector (i.e. the Burnaby Board of Trade) to better serve the community. In the last fiscal year, 2,915 Burnaby residents (a 6% increase from previous year) have benefited from BFL's services.

Request: \$20,000

CPA: 2018 - \$17,000
2017 - \$17,000
2016 - \$17,000

MOVED BY COUNCILLOR CALENDINO
SECONDED BY MAYOR HURLEY

THAT a grant in the amount of \$18,000 be awarded to Burnaby Family Life Institute in support of services provided to Burnaby residents in 2019/2020.

CARRIED UNANIMOUSLY

f) #19.44. - Burnaby Barracudas Summer Aquatics Club
BCSSA Summer Aquatics Championships

An application was received from Burnaby Barracudas Summer Aquatics Club requesting a grant to assist with travel expenses for 74 players and Burnaby residents who participated at the BCSSA Summer Aquatics Championships held on 2019 August 12-18 in Kamloops, BC.

Request: \$1,750

CPA: 2018 - No Application
2017 - \$1,000
2016 - No Application

MOVED BY MAYOR HURLEY
SECONDED BY COUNCILLOR MCDONELL

THAT a grant in the amount of \$1,750 be awarded to the Burnaby Barracudas Summer Aquatics Club team to assist with travel expenses for 74 Burnaby residents who participated at the BCSSA Summer Aquatics Championships held on 2019 August 12-18 in Kamloops, BC.

CARRIED UNANIMOUSLY

g) #19.45. - Canada LaPower Running Society
The Second Burnaby Lake Run and Festival

An application was received from Canada LaPower Running Society requesting a grant in support of the morning 5K and 10K run/walk races and afternoon family and children festival to be held on 2019 September 22 at Burnaby Lake. The festival includes the 1.8K run for children under 12 years old, arts and crafts, meet-up with an Olympic marathon athlete, face painting, games, and food. This full-day event is expected to have 1,200-1,500 participants.

Request: \$25,000

CPA: 2018 - No Application
2017 - No Application
2016 - No Application

MOVED BY MAYOR HURLEY
SECONDED BY COUNCILLOR CALENDINO

THAT a grant in the amount of \$2,000 be awarded to the Canada LaPower Running Society to assist with The Second Burnaby Lake Run and Festival to be held on 2019 September 22 at Burnaby Lake.

CARRIED UNANIMOUSLY

h) #19.46. - The Society to End Homelessness in Burnaby and the Burnaby Task Force on Homelessness
Outreach Resource Centre Support

An application was received from the Society to End Homelessness in Burnaby and Burnaby Task Force on Homelessness requesting a grant in support of the Outreach Resource Centre (ORC). The ORC provides essential basics (i.e. food, clothing, toiletries, and transit tickets), referrals to on and off-site services to address a range of needs, as well as creates social connections amongst residents experiencing homelessness, at risk of becoming homeless, or who have been homeless in the past. Services are provided in a low-barrier environment by peers, volunteers and community workers. A grant will defray the costs of: operating the existing ORC in Edmonds Town Centre; establishing a new ORC in north Burnaby; recruiting, screening and training volunteers; educating Burnaby residents regarding homelessness; and coordinating and supporting the collaborative approach to addressing homelessness in Burnaby. The existing ORC serves approximately 100-120 residents per week, and has served 400 unique individuals in the first quarter of 2019.

Request: \$10,000

CPA: 2018 – No Application
2017 – \$520 in-kind printing*
2016 – No Application

**A \$550 in-kind printing grant was awarded to the Society to End Homelessness and the Burnaby Task Force on Homelessness for printing of 2019 outreach events materials, and a \$520 in-kind printing grant 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 this grant application be **DENIED**.

CARRIED UNANIMOUSLY

i) **#19.47. - Edmonds Association for Community Health in Burnaby**
Edmonds 25

An application was received from the Edmonds Association for Community Health in Burnaby (EachBurn) requesting a grant in support of the Edmonds 25 project in 2019/2020. The project will launch the new Edmonds neighbourhood association (i.e. EachBurn) and its brand in celebration of the 25th anniversary of the Edmonds Town Centre Plan. The project will further include: documenting the history and culture of the Edmonds neighbourhood; engaging and consulting residents regarding the neighbourhood's events, policies, and changes, as well as the City's policies; producing a community newsletter and video series; and promoting the association as well as the neighbourhood community events. The Association plans to directly engage at least 2,500 residents.

Request: \$8,500

CPA: 2018 - No Application
2017 - No Application
2016 - No Application

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR CALENDINO

THAT this grant application be **DENIED**, as it does not fall within Council's guidelines for awarding grants.

CARRIED UNANIMOUSLY

8. NEW BUSINESS

There were no new business items 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 for the Committee to consider matters concerning personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity.

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT this Open Committee meeting do now recess.

CARRIED UNANIMOUSLY

The Open Committee meeting recessed at 2:59 p.m.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR CALENDINO

THAT the Open Council meeting do now reconvene.

CARRIED UNANIMOUSLY

The Open Committee meeting reconvened at 3:02 p.m.

11. ADJOURNMENT

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the Open Committee meeting do now adjourn.

CARRIED UNANIMOUSLY

The Open Committee meeting adjourned at 3:02 p.m.

Nikolina Vracar
Administrative Officer 2

Councillor Sav Dhaliwal
Chair

DRAFT

From: danielle vezina [mailto:]
Sent: September-02-19 5:04 PM
To: Mayor
Subject: Emma Earle: Young Dancer invited to Join Elite Ballet Training at Ballet School

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr. Hurley,

I am writing to you (as I assume most people do) in hopes that you might be able to help me. I am years old and I have lived my whole life in Burnaby. My whole life I have dreamed of being a professional ballet dancer. I have attended by audition all the top ballet school summer intensives in Canada (The National Ballet School Of Canada in Toronto, L'Ecole Superieure Du Ballet De Quebec, The Royal Winnipeg Ballet School and Finally Ballet School). I have been offered full time placement at 3 of these schools. However I chose until now (largely for financial reasons) to stay in Burnaby.

In Burnaby I have completed grade 8 at , and grade 9 and 10 through the Burnaby On-Line Platform while dancing up to 35 hours a week in a half day program at Grand Ballet Vancouver. My current average at school is around 93%, with some of my grades being 95 or higher. I am a committed student, and have academic plans which include going to University- and pursuing a career as a forensic scientist or a coroner. But, these academic pursuits will wait until I have finished my dance career.

Dance training is strenuous, and it is for the young! It is not something that can be put off... sadly there are no professional training full time programs here in Vancouver which can satisfy both the artistic and academic needs of a Classical Ballet student such as myself.

I have accepted a placement at Ballet School at a cost of 37.5 thousand dollars. This Tuition cost as well as residency does not qualify for RRSP funds. I have requested through both Gina Niccoli-Moen (Burnaby School Board Superintendent) as well as Russell Horswill (Treasure Burnaby School District) to have my BC Education Funding transferred to Alberta so as to help defray the cost of my education. They were both exceptionally supportive, however, they are unable to help because it has been legislated that students cannot have their BC Education Funding follow them outside of Province. I have contacted our MLA in hopes that she might be able change this policy.

I am asking for your help with this. I am by all means an exceptionally talented and 'bright' student. I have a dream, I am pursuing my dream to the fullest with my parents support. I fully believe that the community in which I have grown up would support my academic and artistic endeavours. There are no bursaries/grants/scholarships available to me other than applying for a BC Arts Council Bursary (which I will do this spring). However as a young dancer these bursaries put young students against practicing artists, leaving a very real gap for young dancers in training.

Currently, as the second of three children in my family pursuing my dream will result in my family having to make some very hard financial adjustments . This past year my dance training cost in excess of \$20,000 dollars. My oldest sister (age) will be attending University Next September is a Canadian Champion Rock Climber, who competes on the World Cup Circuit. My parents fund her dreams as well.... My youngest sister is in elementary school and is extremely fun and exceptionally bright . my mother works part time . My dad works full time and he works hard. I am grateful to have parents who are willing to support me and my sisters. They have done this in the belief that education and experiences are worth more than a big beautiful house and stuff. I would very much like to be able to get a Scholarship or a Grant through BC if there were any to be had. I have searched for ones to apply for and haven't found any. I am wondering if you might know of any Burnaby Community initiatives to help

Note: Staff notified the writer that the request does not meet the Community Granting Policy criteria.

young developing artists/dancers, which I might be able to approach. I believe that BC should be supporting its best talent and brightest students in their quest for excellence.

I am hoping that for myself and other young dancers who take the exceptional step to move away from home and train professionally outside of the province that you might be supportive in helping me find a way to make this financially viable.

I also understand excellence, commitment, community and action. I truly hope that you may be a person of action and that you may find a way to help me find either access to funds, or at least start the conversation in Burnaby of how best to support its young dance artists. Perhaps it is time to start thinking of a Burnaby Scholarship or Grant process for exceptional Elite education opportunities.

Most kindly, Emma Earle



INTER-OFFICE MEMORANDUM

TO: CHAIR AND MEMBERS
EXECUTIVE COMMITTEE OF COUNCIL

DATE: 2019 Sep 26

FROM: DIRECTOR FINANCE

SUBJECT: BURNABY ARTS COUNCIL GRANT REQUEST

This memorandum is provided in response to a request from the Burnaby Arts Council (BAC) for an additional \$50,000 community grant per year.

On 2019 June 06, the BAC made a presentation to the Executive Committee requesting the following:

- 2019: additional \$50,000 for a total annual funding of \$75,000;
- 2020: \$100,000 annual funding and implementation of one annual payment in January of each year moving forward; and
- 2021 \$100,000 annual funding.

Subsequently, the BAC presented again to the Executive Committee on 2019 September 3 revising their request to seek an additional \$50,000 to expand their programming with their growth for 2019 onwards. Attachment 1 provides further details of their request.

The BAC's mandate is to promote, support and expand the arts development in the City of Burnaby. With a volunteer-based Board of Directors, one part-time administrator, a membership of 140 individual members and 20 member groups, the BAC operates their offices and the Deer Lake Gallery in Deer Lake Park. The BAC facilitates monthly community arts exhibitions, special events and programs in support of its mandate. The BAC has requested an increased contribution for operating costs, which the City has supported annually at the \$25,000 level since 2000. The BAC operating grant has been grandfathered under the new Community Granting Policy as endorsed by Council on 2019 April 08. As a result, the BAC continues to receive \$25,000 rather than the capped amount of \$10,000 under the new policy.

In addition to the operating grant, the BAC has used the City owned building at 6584 Deer Lake Avenue for over 20 years as their office and program space and to operate the Deer Lake Gallery. Use of this house on Deer Lake Avenue was formalized in 2005 with a standard license agreement which allows the BAC use of the building, along with custodial, gardening, maintenance and utility support provided by the City and valued at approximately \$33,000 annually.

To: Chair and Members Executive Committee of Council
 From: Director Finance
 Re: Burnaby Arts Council Grant Request
 2019 Sep 26 Page 2

Furthermore, the BAC receives \$4,000 from the Festivals Burnaby grant program to support the annual Deer Lake Craft Festival and \$5,000 from the Festivals Burnaby grant program to support the annual Summer Arts Festival.

The following is a summary of the grant funding provided to the BAC in 2019:

Grant	Amount
Use of 6584 Deer Lake Avenue	\$33,000
Community Grant (operating)	\$25,000
Festivals Burnaby - Summer Arts Festival	\$ 5,000
Festivals Burnaby - Deer Lake Craft Festival	\$ 4,000
Total	\$ 67,000

The BAC continues to receive a substantial amount of funding and support from the City in comparison to other organizations.

The Community Granting Policy is intended to provide financial support to numerous eligible Burnaby-based non-profit societies that deliver specific programs and services that benefit the community. Rather than using City resources as an indefinite funding source, the program has always encouraged organizational long-term self-sufficiency. Although the community grant budget was increased in 2019 by \$100,000 to accommodate operating grant applications from Burnaby-based non-profit societies, there are numerous eligible Burnaby-based non-profit societies that may apply in the future for such assistance.

In order to ensure consistency, equity, fairness and inclusivity for all eligible organizations that apply for community grants, staff recommend that the Executive Committee of Council maintain the BAC operating funding at \$25,000 through the Community Grant Program, as grandfathered in the recently approved policy, and review any subsequent applications from the BAC for programs and festivals within policy limits.



Noreen Kassam, CPA, CGA
 DIRECTOR FINANCE

NK / jk

Attachment: 1 - Burnaby Arts Council - Community Arts Development Presentation

Copied to: City Manager
 Director Parks, Recreation and Cultural Services

TERRITORIAL ACKNOWLEDGMENT

Burnaby is located on ancestral, unceded, and shared Coast Salish territory, including the Katzie, Kwantlen, Kwikwetlem, Musqueam, Squamish, and Tsleil-Waututh Nations. These are Hənqəminəm speaking communities, with the exception of Squamish who speak Skwxwu7mesh snichim.

50 YEARS OF HISTORY

The Burnaby Arts Council has a long history of creating a presence for the Arts in the City of Burnaby. The organization started in the late 1960s when local art groups organized and advocated for a permanent home for the fledgling Burnaby Art Gallery and later instrumental in the building of the Shadbolt Centre for the Arts. Since those early years, the BAC has seen many changes in the cultural life of the City of Burnaby and has itself evolved to become a dynamic community orientated cultural organization with many successful arts programs and projects to its credit.

We have a long history of working with the City of Burnaby. The City have generously donated the space in which the Deer Lake Art Gallery and the Burnaby Arts Council offices are located. We have an amazing front and back yard that we extensively utilize for many of our community events. At the recent Blues & Roots Festival the City provided the Arts Council with the opportunity to sell 50/50 tickets and helped raise \$3500 for our events & programs. In September 2019 the City is replacing our back deck and in January 2020 the City is expanding the Gallery space. Many thanks for your continued support of the Burnaby Arts Council!

MANDATE & MISSION

The Burnaby Arts Council hosts and sponsors a wide variety of cultural activities throughout the year. From art exhibitions, dance, theatre, poetry, to music performances, the BAC provides a community based outlet for people of all ages to engage in the arts and express their creativity. The Arts Council makes art accessible to everyone in the community.

Mandate: The Burnaby Arts Council is committed to serving the community by creating a vibrant and diverse presence of the Arts in the City and to actively advocate for the importance of the Arts.

Vision: To inspire a life-long curiosity and appreciation for the Arts. Our vision for ongoing arts development in Burnaby is built upon the recognition that cultural diversity is a tremendous asset to the arts. Inclusion, diversity, equity and access are critical priorities to the Burnaby Arts Council. Our new 3 year strategic plan strives to build a culture of participation, appreciation, inclusion, and diversity.

OPPORTUNITY & CHALLENGES

The Arts Council plays a vital role in the City of Burnaby. The Arts Council is unique, whereby no other organization in the City does what we do. In the last 20 years we have witnessed our community double in size. Our capacity as an organization reflects and continues to engage with the growing diversity of the community.

Challenge: The community of Burnaby consists of 4 quadrants that include Metrotown, Brentwood, Lougheed and Edmonds/Deer Lake covering over 98.60 square kilometers. The City's population has grown rapidly in the last 20 years. In 1986, the population was 145,161, 2016 ~ 232,755 (last census), and in 2019 based on historical population growth Burnaby is expected to reach 252,373. The Arts Council's biggest challenge is having the capacity as an organization to meet the needs of our vast and growing community. Our goal is to develop programming to better serve our growing community and the many segments of the population: seniors, new citizens, youth, artists, families, and many others.

We are aware of the fact that our events and activities are not accessible to all individuals and the main reason is our critical organizational capacity.

Opportunity: The Arts Council are positioned to take on a deeper level of community arts development within the City.

The Arts Council is positioned to take the lead on creating content that will attract more diverse audiences, donors, and other key stakeholders to achieve programmatic, financial, and operational success.

In 2019 the Arts Council launched a new 3 year strategic plan. In the last two years, the Arts Council has focused our time on developing diverse and innovative arts programs, including a thriving Indigenous Cultural Engagement program. The new strategic plan is our commitment to begin a renewal process. We are rebuilding the organization from the ground up, which involves investing in skillful staff to support and grow our outreach and develop new revenue sources.

Challenge: A current challenge is having enough space to showcase our events, activities and gallery exhibitions. Presently the current size of the art gallery is 400 sqf. We are and are looking to expand the cultural space for community activities to continue and grow, more space and greater accessibility is needed. The space is not only for art exhibitions, but for other activities including live music performances, literary arts events, and Indigenous Cultural Engagement programs that include a diverse offering of artist talks, storytelling, open conversations and workshops.

The upcoming January 2020 renovation of the Gallery space will allow the Arts Council to accommodate additional artists to exhibit as well as providing more seating, and gathering space for our extensive events. We are not simply an arts council running a gallery but a Burnaby arts centre!

Opportunity 1: The City of Burnaby is exceptionally supportive of our programming, and is working with us to expand our current space

Opportunity 2: One objective of our programming in 2020 is outreach and community engagement. We would like to create alternative venues for the community to engage and experience art outside of the Deer Lake Art Gallery. As well as explore and facilitate opportunities for artists to exhibit their work throughout the community by sourcing alternative venues such as corporate offices, businesses, and community spaces.

Strengths
<ul style="list-style-type: none">- Only non-profit art service organization in Burnaby- Well-developed existing programming- Solid reputation in the arts community- Strong relationship with the City of Burnaby- Growing interest from artists wanting to exhibit at the Deer Lake Gallery
Weaknesses
<ul style="list-style-type: none">- Events and programs are not currently accessible to all individuals- Currently lacking the operational capacity to meet the needs of the growing community
Opportunities
<ul style="list-style-type: none">- Burnaby's growing population will open up new possibilities for cultural engagement- Build on current programming and create new events and activities that can attract more diverse audience- Gallery renovations will allow greater capacity as an event and exhibition space- Expand programming to alternative venues beyond the Deer Lake Gallery to increase outreach

COMMUNITY ARTS DEVELOPMENT

Our proposal contains three major aspects of developing deeper community engagement and outreach. We are seeking an additional \$50,000 with a total annual contribution of \$75,000. The increase will enable us to grow with the City's population.

- a. Build strong connections within the Indigenous community the Arts Council has created authentic long lasting relationships. Our Indigenous cultural engagement is part of our regular programming and integral to our organization and the community. We would like to be the driving force in Burnaby to take this relationship to a deeper level by initiating intercultural round tables and workshops.
- b. Significantly increase community outreach and develop programs to engage seniors, youth and people with disabilities which will make considerable impact on the health and wellbeing of our community.
- c. Expand upon our solid Gallery reputation by creating an artist outreach program. The number of submissions from Artists wanting to exhibit at the Deer Lake Gallery has increased significantly in the last four years. In 2018 we exhibited internationally known Coast Salish artist Susan Point, and in 2019 we were pleased to exhibit Coast Salish artist Kelly Cannell in her first solo exhibition. In 2020 we have confirmed Rande Cook will showcase his recent work by pushing the boundaries between

traditional indigenous techniques and contemporary art-making. We would like to leverage our solid reputation to create connections with corporations and businesses to explore and facilitate opportunities for artists in the community. Which in turn, invites the community to engage and experience culturally diverse artwork.

In the Burnaby Arts Council's 50th year, we plan to take our programming to a new level and champion a role in community arts development. With the additional funding we would be able to begin developing and expanding upon the following programs:

Indigenous Cultural Engagement - \$15,000

- Continue to grow and engage the community in authentic indigenous cultural experiences
- Create opportunities for open dialogue & conversations between the local community and Indigenous peoples of BC
- Our intent is to facilitate more access and opportunities to listen, question and understand other cultures

Music for Youth: Music Mentoring - \$13,000

- Youth Music Jam 2.0. Host regular occurring events for local youth
- Provide youth access to musical mentors to develop, empower and motivate local youth through music
- Create a pool of 'music mentors' to attend events, listen to youth performances and give motivational and constructive feedback to encourage further development
- Provide FREE, quality musical activities for youth regardless of their socio-economic status

People with Disabilities - \$8,000

- Provide access and opportunity to showcase artwork by people with disabilities
- Facilitate a month long art festival showcasing work by artists with disabilities
- Through art, bridge the gap between people with disabilities and community

Artist Outreach - \$9,000

- Explore and facilitate opportunities for artists in the community
- Source alternate venues to include community spaces, corporate offices and businesses, as well as work with the City secure permanent artist working spaces.

Intergeneration Connections: Seniors & Youth - \$5,000

- Seniors have unique knowledge and life experiences with many stories to share to our children and youth
- Create opportunities between generations to share stories, experiences, ethnic heritage, and shared customs
- Build connections and engagement, and provide an inclusive and safe environment for seniors living alone to get out and connect with our youth!

FAQS & OTHER INFO

- The Arts Council is a BC registered non-profit Society and a listed CRA Charity Organization since June 1970. By working together the Arts Council can leverage our charity status we have niche resources and access to alternative funds

- We provide access to the arts by bridging the gap between the community and accessibility. We are not in competition to the programs that the Shadbolt provide, in fact our organization complements and aligns with the City's strategic goals
- The organization has grown into an essential non-profit society. We have consolidated the City's arts relationships
- The programs we host and organize are NOT fee based, they are accessible to everyone in the community: youth, disabled, seniors, artists, families
- Represent diverse stakeholders
- The ONLY non-profit art services organization in Burnaby
- BC Arts Council has recognized the quality of work that we have developed and programmed in the last 4 years and responded by awarding us with additional funding
- The Arts Council are at a critical organization capacity

SUMMARY

The last 50 years, the Burnaby Arts Council has laid down a strong foundation for arts in the City. With a rapidly growing population, the Burnaby Arts Council has a vital need for more space and greater accessibility. In order to continue bringing quality programming to the community for another 50 years, we are proposing that the City invest in the Burnaby Arts Council. We are in an excellent position within the City to be the leaders in community arts development. WE are ready for another 50 years!



Meeting 2019 October 01

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
EXECUTIVE COMMITTEE OF COUNCIL

DATE: 2019 Sep 23

FROM: CITY CLERK

SUBJECT: 2019 CHRISTMAS LUNCH/DINNER GRANTS

PURPOSE: To seek Council authorization to award the 2019 Christmas lunch/dinner grants to Burnaby-based seniors groups.

RECOMMENDATION:

1. **THAT** the Committee recommend Council award a grant in the amount of \$8.00 per person to Burnaby-based seniors groups applying for their 2019 Christmas lunch/dinner grants.

REPORT**1.0 INTRODUCTION**

An application was received from the New Vista Society and Chelsea Terrace, requesting a grant to assist with the cost of providing Christmas dinners for their residents. The New Vista Society is organizing a Christmas dinner on 2019 November 26 and 27 for 260 seniors residing in the Winch Tower, Douglas Manor, JS Woodward Courts, Vista Tower, Margaret Bacchus Manor and Grace MacInnis Manor. Chelsea Terrace is planning a Christmas dinner on 2019 December 13 for approximately 90 residents. City staff are expecting to receive additional Christmas lunch/dinner grant requests from other seniors groups. To facilitate efficient processing of applications and timely disbursement of funds, staff are seeking Council's authorization to award \$8.00 per person to Burnaby-based seniors groups applying for the 2019 Christmas lunch/dinner grants, as outlined in the report.

2.0 POLICY SECTION**Goal**

- A Connected Community
 - Social connection – Enhance social connections throughout Burnaby

To: Executive Committee of Council
 From: City Clerk
 Re: 2019 Christmas Lunch/Dinner Grants
 2019 Oct 01 Page 2

- An Inclusive Community
 - Create a sense of community –
 Provide opportunities that encourage and welcome all community members and create a sense of belonging

3.0 BACKGROUND

Throughout the fall of each year, the City receives requests from Burnaby-based seniors groups for a grant in support of the Christmas lunch/dinner for their residents or clients. The table below summarizes the value of the grants awarded annually between 2016 and 2018.

2016 – 2018 Christmas Lunch/Dinner Grants			
	2016	2017	2018
Grand Total of Awarded Grants	\$10,664	\$9,952	\$11,240

Approximately 10 groups apply for a Christmas lunch/dinner grant each year. The table below provides an overview of the 2018 grant recipients, and the amounts awarded to each group. The list is not exhaustive as different groups may apply from year to year, or new groups may be established.

2018 Christmas Lunch/Dinner Grant Recipients		
Seniors Group	Number of Residents	Grant Amount
115 Place Housing Co-operative	90	\$720
Bonsor 55+ Society	200	\$1,600
Cameron Seniors Society	85	\$680
Chelsea Terrace	80	\$640
Citizen Support Services	150	\$1,200
Community Centred College for the Retired	86	\$688
Confederation Seniors' Association	200	\$1,600
Fair Haven Super Seniors	43	\$344
Kingsway Court	65	\$520
The New Vista Society	260	\$2,080
Society for Christian Care of the Elderly	146	\$1,168
Grand Total	1,405	\$11,240

4.0 GRANT APPLICATION AND APPROVAL PROCESS

Christmas lunch/dinner grant applicants submit a written correspondence request, providing the date and location of the event, and the number of residents who will attend the event.

To: Executive Committee of Council
From: City Clerk
Re: 2019 Christmas Lunch/Dinner Grants
2019 Oct 01 Page 3

In the past, the Committee responsible for reviewing grants reviewed the initial grant request (i.e. applicant's letter), and recommended to Council the grant amount per person to be awarded to the applicant and to other forthcoming applicants for the same calendar year. Council approved the recommended grant amount, and staff subsequently processed Christmas lunch/dinner grants to all applicants within the same year.

Starting in 2019, staff plan to seek Council's authorization for this type of grant through a report in order to:

- provide background information regarding the previously awarded grants;
- maintain transparency through publically disclosing grant awards (consistent with other grants awarded by Council); and
- ensure efficient processing of applications and timely disbursement of funds by submitting the report in early fall of each year independent of the timing of the first application.

Upon approval, staff will process 2019 requests and issue grants to Burnaby-based seniors groups organizing Christmas lunch/dinner prior to January 01, 2020.

5.0 RECOMMENDATION

This report provides an overview of the Christmas lunch/dinner grants provided to seniors groups, and the process for requesting and approving the grants. It is recommended that Council authorize staff to award a grant in the amount of \$8.00 per person to seniors groups applying for their 2019 Christmas lunch/dinner grants.



Kate O'Connell
CITY CLERK

NV: nv

Copied to: City Manager
Director Corporate Services
Director Finance



Meeting 2019 October 1

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
EXECUTIVE COMMITTEE OF COUNCIL

DATE: 2019 September 23

FROM: DIRECTOR PLANNING AND BUILDING

FILE: 12000 10
Reference: Lease Grants

SUBJECT: 2020 LEASE GRANTS - COMMUNITY RESOURCE CENTRES

PURPOSE: To propose 2020 lease grants for non-profit tenants at the Holdom, Edmonds, Brentwood, Metrotown, McKercher and Pioneer Community Resource Centres.

RECOMMENDATIONS:

1. **THAT** Council be requested to approve the proposed 2020 lease grants for community resource centre tenants, as outlined in Table 1, *attached*, of this report.
2. **THAT** Council be requested to authorize staff to make the appropriate 2020 lease renewal arrangements with Holdom, Edmonds, Brentwood, Metrotown, McKercher and Pioneer Community Resource Centre tenants.

REPORT**1.0 BACKGROUND**

In 1992 April, Council approved guidelines for the issuance of grants to offset lease rates for non-profit groups allocated space at the City's Community Resource Centres. In general, tenants at the resource centres can qualify for a grant to offset their lease costs depending on the extent of service provided to Burnaby residents. Where 75 percent or more of the recipients of programs or services of the non-profit group are Burnaby residents, a tenant can qualify for a lease grant to offset lease costs by 50 percent. Where 25 to 75 percent of service recipients are Burnaby residents, a group can qualify for a partial lease grant to offset costs by 25 percent.

At its meeting of 2019 March 11, Council approved recommendations from the Executive Committee of Council for 2020 lease rates and anticipated lease grant amounts for tenants at the Community Resource Centres. Council also approved a recommendation to distribute information on the approved 2020 lease rates and the anticipated lease grants to tenants, with a request for tenants to make an application for 2020 lease grants. Staff accordingly communicated

To: Executive Committee of Council
 From: Director Planning and Building
 Re: 2020 Lease Grants - Community Resource Centres
 2019 September 23..... Page 2

such to existing tenants and received applications. This report confirms the anticipated lease grant amounts for 2020.

2.0 POLICY SECTION

The Community Resource Centre lease grants are aligned with the City of Burnaby's Corporate Strategic Plan by supporting the following goals and sub-goals of the plan:

A Connected Community

- Partnership – Work collaboratively with businesses, educational institutions, associations, other communities and governments.

A Dynamic Community

- City facilities and infrastructure – Build and maintain infrastructure that meets the needs of our growing community.

3.0 PROPOSED 2020 LEASE GRANTS

Table 1, *attached*, indicates the proposed lease grants for 2020 based on the approved guidelines. All existing tenants have requested and demonstrated eligibility for the same percentage and/or total amount of lease grant support as anticipated in the 2019 March 06 report approved by Council.

Accordingly, it is recommended that Council be requested to approve the proposed 2020 lease grants for community resource centre tenants, as outlined in Table 1, *attached*. It is also recommended that Council be requested to authorize staff to make the appropriate 2020 lease renewal arrangements with Holdom, Edmonds, Brentwood, Metrotown, McKercher, and Pioneer Community Resource Centre tenants.

4.0 RECOGNITION OF CITY SUPPORT

As outlined in the City's Recognition Guidelines, updated in 2015 November, all tenants were requested to submit a minimum of three examples of recognition of the City's support through its lease grant program with their lease grant application. Tenants provided copies of their annual general reports or financial statements, links to recognition on their websites, and other recognition on various brochures, promotional videos, newsletters, program flyers, office signage or other print materials.

To: Executive Committee of Council
From: Director Planning and Building
Re: 2020 Lease Grants - Community Resource Centres
2019 September 23..... Page 3

5.0 NEXT STEPS

With Council approval of the 2020 lease grants, the Finance Department will adjust the monthly 2020 lease charges for the benefiting organizations to reflect the approved grant amount. The grant funds will be transferred internally for budgeting and accounting purposes.



E. W. Kozak, Director
PLANNING AND BUILDING

CS:sa

Attachment

Copied to: City Manager
Director Corporate Services
Director Finance

Chief Licence Inspector
City Clerk

R:\Long Range Clerical\DOCS\CS\Committee Reports\2019-2020 Lease Grants - Community Resource Centres (2019.10.02).docx

TABLE 1 PROPOSED 2020 LEASE GRANTS

RESOURCE CENTRES	Leased Area* (sq. ft.)	2020 Approved Lease Rate Increase	2020 Lease Rate	2020 Proposed Lease Rates (before grant) \$/Year	2020 Anticipated Lease Grant \$/Year	2020 Anticipated Lease Revenues (after grant) \$/Year	2020 Anticipated Lease Support Offset (%)
Edmonds Neighbourhood Resource Centre							
Burnaby Family Life Institute	3,000	2.0%	\$13.90	\$41,700.00	\$20,850.00	\$20,850.00	50%
Afghan Women's Support Society	864	2.0%	\$13.90	\$12,009.60	\$6,004.80	\$6,004.80	50%
Burnaby School District	1,499	2.0%	\$13.90	\$20,836.10	\$0.00	\$20,836.10	0%
Canadian Mental Health Association	1,506	2.0%	\$13.90	\$20,933.40	\$10,466.70	\$10,466.70	50%
Canadian Red Cross Society - Burnaby Branch	1,500	2.0%	\$13.90	\$20,850.00	\$5,212.50	\$15,637.50	25%
Deaf Children's Society of BC	2,290	2.0%	\$13.90	\$31,831.00	\$7,957.75	\$23,873.25	25%
Immigrant Services Society of BC	1,167	2.0%	\$13.90	\$16,221.30	\$8,110.65	\$8,110.65	50%
St. Matthew's Day Care Society	5,610	2.0%	\$13.90	\$77,979.00	\$38,989.50	\$38,989.50	50%
TOTAL (Edmonds)	17,436	2.0%	\$13.90	\$242,360.40	\$97,591.90	\$144,768.50	40.3%
Holdom Community Resource Centre							
Burnaby Family Life Institute	1,300	2.0%	\$13.90	\$18,070.00	\$9,035.00	\$9,035.00	50%
Dixon Transition Society	1,469	2.0%	\$13.90	\$20,419.10	\$10,209.55	\$10,209.55	50%
Community Living Society	1,276	2.0%	\$13.90	\$17,736.40	\$8,868.20	\$8,868.20	50%
Volunteer Burnaby	1,000	2.0%	\$13.90	\$13,900.00	\$6,950.00	\$6,950.00	50%
TOTAL (Holdom)	5,045	2.0%	\$13.90	\$70,125.50	\$35,062.75	\$35,062.75	50.0%
Brentwood Community Resource Centre							
Burnaby Community Services	2,213	2.0%	\$13.90	\$30,760.70	\$15,380.35	\$15,380.35	50%
Burnaby Meals on Wheels	834	2.0%	\$13.90	\$11,592.60	\$5,796.30	\$5,796.30	50%
Burnaby Seniors Outreach Services Society	799	2.0%	\$13.90	\$11,106.10	\$5,553.05	\$5,553.05	50%
MOSAIC	2,260	2.0%	\$13.90	\$31,414.00	\$15,707.00	\$15,707.00	50%
TOTAL (Brentwood)	6,106	2.0%	\$13.90	\$84,873.40	\$42,436.70	\$42,436.70	50.0%
Metrotown Community Resource Centre							
Burnaby Neighbourhood House	7,838	2.0%	\$13.90	\$108,948.20	\$54,474.10	\$54,474.10	50%
National Congress of Black Women Foundation	620	2.0%	\$13.90	\$8,618.00	\$2,154.50	\$6,463.50	25%
B.C. Centre for Ability – Burnaby Supported Child Development Program	1,571	2.0%	\$13.90	\$21,836.90	\$10,918.45	\$10,918.45	50%
YMCA of Greater Vancouver – Childcare Resource and Referral Program	988	2.0%	\$13.90	\$13,733.20	\$6,866.60	\$6,866.60	50%
TOTAL (Metrotown)	11,017	2.0%	\$13.90	\$153,136.30	\$74,413.65	\$78,722.65	48.6%
Pioneer Community Resource Centre							
Burnaby Family Life Institute	3,057	2.0%	\$13.90	\$42,492.30	\$21,246.15	\$21,246.15	50%
Burnaby Hospice Society	1,647	2.0%	\$13.90	\$22,893.30	\$11,446.65	\$11,446.65	50%
TOTAL (Pioneer)	4,704	2.0%	\$13.90	\$65,385.60	\$32,692.80	\$32,692.80	50%
McKercher Community Resource Centre							
Burnaby Family Life Institute	2,500	2.0%	\$13.90	\$34,750.00	\$17,375.00	\$17,375.00	50%
TOTAL (McKercher)	2,500	2.0%	\$13.90	\$34,750.00	\$17,375.00	\$17,375.00	50%
TOTAL RESOURCE CENTRES	46,808	2.0%	\$13.90	\$650,631.20	\$299,572.80	\$351,058.40	46.0%



Meeting 2019 October 01

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
EXECUTIVE COMMITTEE

DATE: 2019 September 24

FROM: DIRECTOR PLANNING AND BUILDING

FILE: 2155 01

**SUBJECT: TRUTH AND RECONCILIATION COMMISSION OF CANADA –
UPDATE ON ‘CALLS TO ACTION’ FOR LOCAL GOVERNMENT**

PURPOSE: To provide the Committee with an update on implementation of the Truth and Reconciliation Commission of Canada’s Calls to Action for local governments.

RECOMMENDATIONS:

1. **THAT** the Committee request Council to approve an annual expenditure of up to \$10,000 from the Boards, Committees and Commissions budget in order to fund reconciliation focussed protocol related activities, as detailed in *Section 5.2* of this report.
2. **THAT** the Committee request Council to authorize staff to pursue the approach and process regarding acknowledging Indigenous territory in written documents as outlined in *Section 5.3* of this report.
3. **THAT** a copy of this report be forwarded to the Environment and Social Planning Committee and the Community Heritage Commission for information.

REPORT

1.0 INDIGENOUS PEOPLES IN BURNABY

Burnaby is located on the ancestral, unceded, and shared Coast Salish territory of hə́nqəmínəḥ and Sk̓wx̓wú7mesh speaking peoples. According to the 2016 National Census, approximately 4,195 individuals living in Burnaby self-identified as being Aboriginal. This accounts for approximately 1.8% of the total city population. Based on enrollment information from the Burnaby School District, the Burnaby neighbourhoods with the highest percentage of Indigenous families are the Heights, Edmonds, Cameron, and Stride.

2.0 RECONCILIATION BACKGROUND

In 2016 September, Council received a report providing background and context relating to the Truth and Reconciliation Commission of Canada (TRC) final report *Honouring the Truth – Reconciling for the Future*, and the contained ‘Calls to Action’ for local government. Since that time, staff have been working to initiate relationships with local Nations, including commissioning research regarding ancestral and ongoing Indigenous presence on this land,

To: Executive Committee
 From: Director Planning and Building
 Re: Truth and Reconciliation Commission of Canada – Update on ‘Calls to Action’
 for Local Government
 2019 September 24 Page 2

hiring Indigenous Educators (at Burnaby Village Museum), and developing appropriate language for territory acknowledgement. As the Executive Committee of Council Terms of Reference has recently been updated to include oversight of corporate reconciliation efforts, it is an appropriate time to bring forward an update of activities.

3.0 POLICY SECTION

The City of Burnaby efforts to implement the ‘Calls to Action’ are supported by the following Council-adopted policies:

- Equity Policy, approved by Council in 1994, which states that “The City has a duty to its citizens to set a positive example and foster a climate of understanding and mutual respect”;
- Burnaby Social Sustainability Strategy, approved by Council in 2011, includes a primary goal of ‘Community Inclusion’. This goal is particularly concerned with ensuring the City is “welcoming of all cultures, identities and abilities”, and focuses on “principles of economic and social security and justice”; and the
- Goals and sub-goals of the Corporate Strategic Plan through:
 - An Inclusive Community
 - Celebrate diversity –
Create more opportunities for the community to celebrate diversity
 - Serve a diverse community –
Ensure City services fully meet the needs of our dynamic community
 - Create a sense of community –
Provide opportunities that encourage and welcome all community members and create a sense of belonging
 - A Thriving Organization
 - Organizational culture –
Ensure that our core values are reflected in our policies, programs and service delivery

4.0 TRUTH AND RECONCILIATION COMMISSION OF CANADA

The mandate for the Truth and Reconciliation Commission of Canada (TRC) is outlined in *Schedule N* of the *Indian Residential Schools Settlement Agreement (2007)*, which is the agreement reached between former residential school students, the involved Churches¹, the Assembly of First Nations, other Aboriginal organizations, and the Government of Canada.

Beginning in the 1870’s, approximately 150,000 Indigenous children were removed and separated from their families and communities to attend residential schools. While most of the 139 residential schools ceased to operate by the mid-1970s, the last federally-run school closed in 1996.²

¹ Specifically: The General Synod of the Anglican Church of Canada, the Presbyterian Church of Canada, the United Church of Canada, and Roman Catholic Entities.

² The last operational Residential School was Gordon Residential School in Punnichy, Saskatchewan.

To: Executive Committee
 From: Director Planning and Building
 Re: Truth and Reconciliation Commission of Canada – Update on ‘Calls to Action’
 for Local Government
 2019 September 24..... Page 3

Commissioners of the TRC spent six years travelling to all parts of Canada to hear from Indigenous people who had been taken from their families as children, often by force, and placed for much of their childhoods in residential schools. What they heard regarding the ongoing impacts felt by Indigenous individuals and communities of the abuse, neglect and cultural genocide experienced in these residential schools is contained in the Commission’s final report *Honouring the Truth – Reconciling for the Future*³ (2015 December). The report also contains a series of 94 ‘Calls to Action for Reconciliation’, which are directed towards all parties of the Agreement as well as to individuals, community institutions, and all levels of government including local government.

As part of its work, in 2015 the TRC established the National Centre for Truth and Reconciliation housed at the University of Manitoba. This Centre fulfills the TRC’s commitment to establish a national research centre on reconciliation and also is a permanent repository and archive for the statements, documents and other materials the TRC gathered over its years of operation and for ongoing related documents.

4.1 Calls to Action for Local Governments

The ‘Calls to Action’ included in the final report of the TRC are divided into two categories: legacy (Actions #1 to #42) and reconciliation (Actions #43 to #94.). The ‘legacy’ actions include sections on Child Welfare, Education, Language and Culture, Health, and Justice. The ‘reconciliation’ actions include sections relating to the *United Nations Declaration on the Rights of Indigenous Peoples*⁴; equity for Indigenous peoples in the legal system; professional development and training for public servants; education; relationships with faith institutions; youth; museums and archives; missing children and women; sports; business; and immigration. These actions also provide direction to the National Centre for Truth and Reconciliation to continue its research and cataloguing activities.

As mentioned above, the ‘Calls to Action’ speak not only to parties of the Agreement but also to other levels of governments, including local government, and to community institutions and individual Canadians. The eight actions that specifically name municipal governments or which refer to ‘all levels of government’ in areas of local government jurisdiction/involvement are excerpted below:

- **#43)** We call upon all levels of government to recognize the *United Nations Declaration on the Rights of Indigenous Peoples* as a framework for reconciliation.
- **#47)** We call upon all levels of government to repudiate concepts used to justify European sovereignty over Indigenous peoples and lands.
- **#55)** We call upon all levels of government to provide annual reports and/or any current relevant data to the National Centre for Reconciliation

³ A full copy of the report can be found at: <http://nctr.ca/reports.php>

⁴ The *United Nations Declaration on the Rights of Indigenous Peoples*⁴ was adopted by the United Nations General Assembly in 2007 and recognises the wide range of basic human rights and fundamental freedoms of Indigenous peoples. In particular, the Declaration highlights the requirement for prior and informed consultation, participation and consent for activities of any kind that impact Indigenous peoples.

To: Executive Committee
 From: Director Planning and Building
 Re: Truth and Reconciliation Commission of Canada – Update on ‘Calls to Action’
 for Local Government
 2019 September 24..... Page 4

- #57) We call upon all levels of governments to provide education to public servants on the history of Indigenous peoples, including the history and legacy of residential schools. This will require skills-based training in intercultural competency, conflict resolution, human rights, and anti-racism.
- #75) We call upon all levels of government, as applicable, to develop and implement strategies and procedures for the ongoing protection of residential school cemeteries. This includes the provision of appropriate memorial ceremonies and commemorative markers to honour the deceased children.
- #77) We call upon the archives of all levels of government to work collaboratively with the National Centre for Truth and Reconciliation to identify and collect copies of all records relevant to the history and legacy of the residential school system.
- #87) We call upon all levels of government, in collaboration with Indigenous peoples, sports halls of fame, and other relevant organizations, to provide public education that tells the national story of Aboriginal athletes in history.
- #88) We call upon all levels of government to take action to ensure long-term Aboriginal athlete development and growth and continued support for North American Indigenous Games.

An update of staff work to-date to implement the above ‘Calls to Action’ is summarized below.

5.0 RECONCILIATION EFFORTS IN BURNABY

To date City efforts towards reconciliation include:

- Participation in the development of the Burnaby School District’s most recent ‘Aboriginal Enhancement Agreement’ (approved 2014 November). The City is a signatory to this Agreement as a ‘Community Witness’.
- Burnaby Village Museum has/is:
 - developed an ‘Indigenous History in Burnaby Resource Guide’ in collaboration with local Nations (in process);
 - created an Indigenous Learning House and Matriarch’s Garden on Museum grounds;
 - hired five local Indigenous Educators⁵ who offer on-site programming;
 - updated school programs to reflect Indigenous content;
 - organizing a free ‘Indigenous Learning Week’ at the Museum for Burnaby students and teachers to learn from Indigenous educators and knowledge keepers; and,
 - working with the Musqueam, Tsleil-Waututh, Squamish and Kwantlen Nations to develop programs, provide opportunities for cultural presenters and performers, and collaborate on historical research together.
- City Archives responded to Call #77 noted above and completed a submission of relevant records to the National Centre for Truth and Reconciliation. All new transfers and donations to the Archives are also examined with Call #77 in mind.
- Human Resources has hosted staff learning opportunities in 2018/2019. As well, the ongoing observance of Orange Shirt Day⁶ was initiated in 2018.

⁵ The positions created are casual and contract based.

To: Executive Committee

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Re: Truth and Reconciliation Commission of Canada – Update on ‘Calls to Action’
for Local Government

2019 September 24 Page 5

- Burnaby Public Library has/is:
 - continued to expand its collection of Indigenous materials;
 - increased Indigenous content in Library programming including author readings, related book club discussions etc. that recognize the importance of the oral tradition; and,
 - acting on the Canadian Federation of Library Associations Indigenous Matters Committee.
- Burnaby City Council has/is:
 - issued a proclamation recognizing the *United Nations Declaration on the Rights of Indigenous People*;
 - developing corporate Indigenous territory acknowledgement language and an annual updating process;
 - proclaiming and recognizing (since 2014) June 21st as ‘National Indigenous Peoples Day’, the federally designated ‘day’ recognizing and celebrating the many accomplishments and contributions of Indigenous peoples; and,
 - supporting and advertising National Indigenous Peoples day activities in Burnaby, with corporate leadership from Burnaby Public Library.
- Burnaby Art Gallery has/is:
 - developed School and Public Programs that incorporate and feature Indigenous content (e.g. Coastal Waters, an outreach program which features the work of Coast Salish artist John Marsden);
 - committed to host at least one exhibit a year with Indigenous content and/or that is guest curated by an Indigenous Curator;
 - developed a partnership with the Salish Weave Collection, a philanthropic initiative that promotes awareness of contemporary Coast Salish art and artists;
 - expanding the diversity represented within the City of Burnaby’s Permanent Art Collection;
 - commissioning public art by local Indigenous artists; and,
 - working to repatriate decommissioned totem poles in the City’s possession.

5.1 Additional Reconciliation Efforts

Building upon these initiatives, the following areas of work have been identified by relevant City Departments:

- A collaborative research project, through the Community Heritage Commission and with local Nations, to identify landscapes, stories and places for commemoration and recognition.
- Revising the Burnaby ‘Charting Change’ Historical Atlas in consultation with local Nations to more fully represent Indigenous presence, based on the content of the ‘Indigenous History in Burnaby’ Resource Guide.

⁶ Orange Shirt Day is observed on September 30 every year to raise awareness, acknowledge and maintain open discussion about the legacy of residential schools in Canada and the reconciliation process.

To: Executive Committee

From: Director Planning and Building

Re: Truth and Reconciliation Commission of Canada – Update on ‘Calls to Action’
for Local Government

2019 September 24..... Page 6

- Identifying and developing inventory archeological records and artifacts in the City’s collections, or that are generated or accessed within Burnaby, including developing an appropriate process for sharing access to this information when possible.
- An expanded staff training program, including:
 - indigenous content included in staff ‘on boarding’ hiring packages;
 - formal training opportunities offered through Believe and Achieve or other mechanisms;
 - expanded resources for online training; and,
 - annual organized visits to the Burnaby Village Museum ‘Indigenous Learning House’.
- ‘Printing of the ‘Indigenous History in Burnaby’ Resource Guide referenced above (commissioned by Burnaby Village Museum) with hard copies made available to the public via distribution at Burnaby Public Library Branches and at City Hall. A copy will also be provided to each Burnaby Public Library Branch and to each Burnaby School District School Library for inclusion in their permanent collection.
- Formalization of the City’s support for community-based National Indigenous Day (June 21) events and activities.
- Acknowledging Indigenous territory in a prominent place on the City website.
- Furthering Indigenous representation and inclusion in regular City recreation and culture programming.

Staff are developing these opportunities within the City’s existing programs and initiatives and will explicitly seek to collaborate, partner, contract and/or hire indigenous persons to create and/or implement as possible. As required, separate subsequent reports will be brought forward to Council containing implementation details for approval and corresponding budget requests.

5.2 Reconciliation Focused Protocol Activities

Many of the initiatives and processes noted above require staff to engage directly with representatives of local Nations, on behalf of Council and as representatives of the City of Burnaby. Some of these interactions, particularly those that involve communicating with Councils of local Nations and with Elders, involve the observance of certain protocols.

Protocols vary by Nation, although generally are either relational or tangible. Relational protocols include acknowledging traditional and ancestral territory, reframing civic history and public documents to recognize local Nations, and sharing teaching documents or other developed resources (as possible) in gestures of reciprocity. Tangible protocols include providing refreshments at meetings or conversations, covering transportation costs (i.e. transit tickets or gas cards) for Elders or other dignitaries attending civic functions, the presentation of ceremonial gifts (e.g. blankets, civic memorabilia), and offering honorariums to members of Nations for events or meeting attendance. This is particularly important when working with Elders as many of the individuals in question live with low incomes.

Respecting these protocols also contributes to the building of respectful relationships, and demonstrates the City’s commitment to reconciliation. As such, it is proposed that an annual

To: Executive Committee
 From: Director Planning and Building
 Re: Truth and Reconciliation Commission of Canada – Update on 'Calls to Action'
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 2019 September 24 Page 7

expenditure of up to \$10,000 be approved from the Boards, Committees and Commissions budget in order to fund reconciliation focussed, protocol related activities. It is intended that these funds would support the further development of reconciliation-based relationships with local Nations until such time that they can be incorporated into the appropriate regular operating budgets.

5.3 Territory Acknowledgement in Written Documents

At its meeting of 2019 June 24, Burnaby City Council approved a report regarding corporate guidelines for Indigenous territory acknowledgement. Since that time, staff have been working to implement the guidelines, and accompanying process, across the city.

To continue with this work it is proposed a territory acknowledgement also be included within written City documents. Phrasing is proposed below based on the previously approved verbal acknowledgement. This phrasing may need to be slightly adjusted depending on the document in question. The lower case letters are deliberate:

We recognize that Burnaby is located on the ancestral and unceded homelands of the Skwxwú7mesh and hənq̓əminəm speaking peoples, and we are grateful to be on this shared territory.

It is noted that Burnaby City Council already includes a written territory acknowledgement in the minutes of its meetings, and in the minutes of Parks, Recreation and Culture Commission meetings and other Committee meetings of Council. To follow this example, it is proposed that a written territory acknowledgement statement should be included in the following instances:

- In meeting minutes where the acknowledgement is verbally offered;
- At the beginning of important, publicly-available, strategic City documents (e.g. forthcoming Community Safety Plan, any future updates of City Sustainability Plans);
- Public Consultation resources, documents, and materials for all processes across the City;
- Future updates or iterations of Community Plans, including the Official Community Plan;
- Public Educational and/or Historical Resources; and,
- Other public documents at the discretion of staff.

As with the oral acknowledgement, it is suggested that the above undergo an annual review so that the evolving understandings and knowledge of staff regarding territory acknowledgements can be reflected. Social Planning and Burnaby Village Museum staff can undertake this process.

6.0 NATIONAL INQUIRY INTO MISSING AND MURDERED INDIGNEOUS WOMEN AND GIRLS

Action #41 of the Truth and Reconciliation Commission of Canada's Final Report calls upon the federal government, in consultation with Indigenous organizations, to appoint a public inquiry into the causes of, and remedies for, the disproportionate victimization of Indigenous women and girls. In 2016, the federal government established 'The National Inquiry into Missing and

To: Executive Committee
 From: Director Planning and Building
 Re: Truth and Reconciliation Commission of Canada – Update on ‘Calls to Action’
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Murdered Indigenous Women and Girls’ as a public inquiry under *Part I* of the federal *Inquiries Act*.

The National Inquiry released its final report in 2019 May⁷, which includes ‘Calls for Justice’ directed towards all levels of government, including local government, the Royal Canadian Mounted Police and other policing services in Canada, other public institutions, and individual Canadians. Staff are working to prepare an overview report for Council on the ‘calls for justice’ directed towards local government.


7.0 CONCLUSION AND RECOMMENDATIONS

On 2015 December 15, the Truth and Reconciliation Commission of Canada released its final report, *Honouring the Truth – Reconciling for the Future*. The report contains 94 ‘Calls to Action for Reconciliation’. The Actions are directed towards individuals, other community institutions, and all levels of government including local government. More specifically, there are seven actions that specifically name municipal governments or which refer to ‘all levels of government’ in areas of local government jurisdiction/involvement. This report provides an update on efforts to date to meet the ‘Calls to Action’ for local government. Staff will continue to keep the Committee and Council apprised.

To support these efforts it is recommended that the Committee request Council to approve an annual expenditure of up to \$10,000 from the Boards, Committees and Commissions budget in order to fund reconciliation focused protocol related activities, as detailed in *Section 5.2* of this report.

It is also recommended that the Committee request Council to authorize staff to pursue the approach and process regarding acknowledging Indigenous territory in written documents as outlined in *Section 5.3* of this report

Finally, it is recommended that a copy of this report be forwarded to the Environment and Social Planning Committee and the Community Heritage Commission for information.



E.W. Kozak, Director
 PLANNING AND BUILDING

RM:sa

cc: City Manager
 Director Corporate Services
 Director Public Safety and Community Services
 Director Engineering
 Director Human Resources
 Director Parks, Recreation and Cultural Services

Chief Librarian
 City Solicitor
 City Clerk
 Museum Service Supervisor
 City Archivist

R: Long Range Clerical\DOCS\RM\Reports\2019\Truth and Reconciliation Calls to Action (2019.10.01).docx

⁷ A full copy of the report can be found at: www.mmiwg-ffada.ca/final-report/



Meeting 2019 Oct 1

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
EXECUTIVE COMMITTEE

DATE: 2019 Sep 25

FROM: MAYOR HURLEY

SUBJECT: BURNABY HOSPITAL FOUNDATION GRANT

PURPOSE: To provide a grant from the Gaming Interest Reserve to the Burnaby Hospital Foundation for a new CT Scanner.

RECOMMENDATION:

1. **THAT** the Executive Committee recommend Council approve a grant from the Gaming Interest Reserve to the Burnaby Hospital Foundation for \$1.0 million for a new CT scanner as outlined in this Report.
2. **THAT** A copy of this report be sent to the Financial Management Committee for information.

REPORT

1.0 INTRODUCTION

The Burnaby Hospital is one of the largest hospitals located outside the City of Vancouver and serves the citizens of Burnaby. The Burnaby Hospital provides a full range of primary and secondary acute care services as well as a number of specialized services such as 24/7 emergency care, general and internal medicine, general surgery, orthopedics, gynecology, urology, level one and two obstetrics, neonatal intensive care and tertiary palliative care, adult psychiatry, ambulatory care and other outpatient clinics.

Hospitals in British Columbia are not fully funded by the Provincial Government. As a result, donations pay for approximately half of the cost of Burnaby Hospital's new or upgraded equipment. The Burnaby Hospital Foundation, as the fundraising arm of the hospital, bridges the gap between what the Provincial Government provides and what our community needs to be dynamic and healthy. The Burnaby Hospital Foundation needs to continuously raise financial resources required for life saving diagnostic, surgical, and medical equipment, innovative tools for patient care, and other community healthcare needs.

To: Executive Committee
 From: Mayor Hurley
 Re: Burnaby Hospital Foundation Grant
 2019 Oct 1.....Page 2

2.0 POLICY SECTION

Goal

- A Connected Community
 - Partnership –
Work collaboratively with businesses, educational institutions, associations, other communities and governments
- An Inclusive Community
 - Create a sense of community –
Provide opportunities that encourage and welcome all community members and create a sense of belonging
- A Healthy Community
 - Healthy life –
Encourages opportunities for healthy living and well-being
 - Healthy environment –
Enhance our environmental health, resilience and sustainability
 - Lifelong learning –
Improve upon and develop programs and services that enable ongoing learning
 - Community involvement –
Encourage residents and businesses to give back to and invest in the community
- A Thriving Organization
 - Organizational culture –
Ensure that our core values are reflected in our policies, programs and service delivery

3.0 CT SCANNER GRANT REQUEST

The Burnaby Hospital has one CT scanner that has been operating since 2008 and is in need of a new reliable scanner. The current scanner has broken down numerous times over the past year. Patients have been taxed to the Royal Columbian Hospital in order to receive CT scanning results to determine the requirement for patients care.

The Burnaby Hospital Foundation requires \$1.5 million to purchase a new CT scanner and have raised \$0.5 million through donations to date. A second CT scanner will support the first CT scanner during breakdowns and maintenance and enable an additional 10,000 exams annually, with overall capacity expected to double to 40,000 exams each year by 2026.

To: *Executive Committee*
From: *Mayor Hurley*
Re: *Burnaby Hospital Foundation Grant*
2019 Oct 1.....Page 3

In order to avoid delays in patient care response and meet the growing needs of citizens requiring CT scans, a \$1 million grant from the City to the Burnaby Hospital Foundation for the remaining funds required for the purchase of a new CT scanner is proposed.

4.0 RECOMMENDATION

It is recommended that the Executive Committee recommend Council approve a grant from the Gaming Interest Reserve to the Burnaby Hospital Foundation for \$1.0 million for a new CT scanner as outlined in this Report.

A handwritten signature in black ink, appearing to read "M Hurley", is positioned above the printed name and title.

MIKE HURLEY
MAYOR



Meeting 2019 October 01

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
EXECUTIVE COMMITTEE OF COUNCIL

DATE: 2019 SEPT 24

FROM: DIRECTOR PARKS, RECREATION &
CULTURAL SERVICES

FILE NO: 02410-20

**SUBJECT: FESTIVALS BURNABY PROGRAM – NEIGHBOURHOOD GRANT
19-N-013 NIDHI FOUNDATION**

PURPOSE: Grant Approval Request

RECOMMENDATION:

1. **THAT** the Festivals Burnaby Grant request from Nidhi Foundation for the VKK Deepawali (Festival of Lights) and Kannada Rajyotsava Celebrations to be held on 2019 November 03 be received.

REPORT

Festivals and Special Events: Neighbourhood Event

Grant File 19-N-013: Nidhi Foundation

Application Received: 2019 August 20

Project Budget: \$5,625

Project Request: \$ 1,850

Previous Support: New Festivals Burnaby Application

An application request for \$1,850 has been received from Nidhi Foundation for their Vancouver Kannada Kuta (VKK) Deepawali (Festival of Lights) and Kannada Rajyotsava Celebrations to be held on 2019 November 03 at Bonsor Banquet Hall, Metrotown, Burnaby. Deepawali is a major festival celebrating the diverse cultures of India and highlighting the good or evil battles of life. Kannada (of Karnataka state) is a major Indian Language and both Deepawali and official sate formation occurs in November. Small local communities celebrate these events as a socio-cultural festival focusing on its diverse rich heritage, history, music and food.

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

2019 October 01Page 2

The Nidhi Foundation's primary focus is on education, environment and health. VKK's focus is on socio-cultural community building, serving the Kannada language community.

The application has been completed in full. Festivals Burnaby funds would be allocated toward eligible project expenses related to programming, marketing/promotions and administration.



Dave Ellenwood
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

SJH:km
19-N-013 Nadhi Foundation



Meeting 2019 October 01

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
EXECUTIVE COMMITTEE OF COUNCIL

DATE: 2019 SEPT 24

FROM: DIRECTOR PARKS, RECREATION &
CULTURAL SERVICES

FILE NO: 02410-20

**SUBJECT: FESTIVALS BURNABY PROGRAM – SMALL SCALE EVENT
19-S-013 NAMSADANG CULTURAL INSTITUTE**

PURPOSE: Grant Approval Request

RECOMMENDATION:

1. **THAT** the Festivals Burnaby Grant request from the Namsadang Cultural Institute for their World Traditional Performing Arts Festival to be held on 2019 November 23 be received.

REPORT

Festivals and Special Events: Small Scale Event

Grant File 19-S-013: Namsadang Cultural Institute

Application Received: 2019 August 20

Project Budget: \$8,000

Project Request: \$3,200

Previous Support: New Festivals Burnaby Grant Application

An application request for \$3,200 has been received from the Namsadang Cultural Institute for their World Traditional Performing Arts Festival to be held on 2019 November 23 at the Leslie & Gordon Diamond Family Auditorium, Simon Fraser University. This festival presents multicultural performances from various ethnic groups including First Nations, Korean, Indonesia and Taiwan. Celebrating their third year, this year will focus on commemorating Remembrance Day and acknowledging those who served Canada and devoted their lives to their country for world peace.

To: *Executive Committee of Council*
From: *Director Parks, Recreation & Cultural Services*
Re: *Festivals Burnaby Program –Small Scale Event*
2019 October 01Page 2

The Namsadang Cultural Institute is a non-profit organization, founded in 2015. Its performing team “Can Namasdang” has performed more than 150 times at various community events. The organization’s mission is to learn and share the traditional Korean Performing Arts and to achieve harmonious cultural communications.

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 cursive script that reads "D. Ellenwood".

Dave Ellenwood
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

DE:sj
19-S-013 Namsadang Cultural Institute



Meeting 2019 October 01

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
EXECUTIVE COMMITTEE OF COUNCIL

DATE: 2019 SEPT 24

FROM: DIRECTOR PARKS, RECREATION &
CULTURAL SERVICES

FILE NO: 02410-20

SUBJECT: **FESTIVALS BURNABY PROGRAM – SMALL SCALE EVENT**
19-S-014 KOREAN EVERGREEN SENIORS SOCIETY OF CANADA

PURPOSE: Grant Approval Request

RECOMMENDATION:

1. **THAT** the Festivals Burnaby Grant request from the Korean Evergreen Seniors Society of Canada for their BC Seniors Performing Arts Festival to be held on 2019 November 09 be received.

REPORT

Festivals and Special Events: Small Scale Event

Grant File 19-S-014: Korean Evergreen Seniors Society of Canada

Application Received: 2019 August 20

Project Budget: \$20,000

Project Request: \$ 8,000

Previous Support: New Festivals Burnaby Grant Application

An application request for \$8,000 has been received from the Korean Evergreen Seniors Society of Canada for their BC Seniors Performing Arts Festival on 2019 November 09 at James Cowan Theatre, Shadbolt Center for the Arts. The Festival will include performing arts such as dancing (modern and traditional), a music band, singing (classic, pop and traditional folk songs). The seniors practice and perform for good health and social engagement.

To: *Executive Committee of Council*
From: *Director Parks, Recreation & Cultural Services*
Re: *Festivals Burnaby Program –Small Scale Event*
2019 October 01Page 2

The Korean Evergreen Seniors Society of Canada has played an important role in helping Korean seniors integrate into Canada, while preserving their heritage by fulfilling their social, physical and intellectual needs. The organization serves the Korean community in Metro Vancouver and contributes to the mosaic of Canada. The main objectives of the organization are to encourage solidarity between its members, to foster harmonious relationships with other community groups and to advocate for the needs of seniors of Korean heritage. Other objectives include solidarity, encouraging volunteerism amongst seniors, providing entertainment and education for seniors.

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 cursive script that reads "D. Ellenwood".

Dave Ellenwood
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

SJH:km
19-S-014 Korean Evergreen Seniors Society of Canada

A. GETTING STARTED

1. Are you? ☐ New Applicant ☒ Returning Applicant
2. Select the kind of Community Grant you are applying for: ☒ General Grant ☐ Recreational Sport Grant
3. Amount you are requesting \$25,000.00
4. Total cost of the project/event/program etc.: \$324,907.00

B. GETTING TO KNOW YOU

1. What kind of applicant are you?

☐ Local Registered Non-Profit Society

Society No: _____

Date of Incorporation: _____

☒ Registered Charity Charitable No.: 826475022 RR 0001☐ National/International Non-profit operating locally

Society No: _____

Date of Incorporation: _____

☐ Sport or Recreation Organization☐ Other Specify: _____2. Group/Organization Name: Pro Motion Research Institute and the Fortius Foundation3. Group/Organization Street Address: 3713 Kensington Avenue, Burnaby, BC V5B 0A74. Website (if applicable): www.fortiusfoundation.org

5. Grant Application Main Contact Person

Name: Andy PricePhone: 604 292 2532Email: andy.price@fortiussport.com

6. Contact person #2

Name: Akriti SharmaPhone: 604 292 2500Email: akriti.sharma@fortiussport.com

7. Number of Volunteers

Confirmed: 7Expected: 20

C. THE PROJECT/EVENT/PROGRAM

1. Name of the Project/Event/Program: KidsMove Schools

2. Project/Event/Program Location (physical street address or event location):

3713 Kensington Avenue, Burnaby, BC V5B 0A7

3. Project/Event/Program Start Date: 2019-10-01

4. Project/Event/Program End Date: 2020-06-18

D. PURPOSE OR BENEFIT

1. Describe the purpose or goal of the project/event/program.

KidsMove aims to build capacity in Burnaby elementary schools to provide high quality, inclusive physical and health education. Children aged 9-12 will build their confidence, ability and enjoyment in participating in physical activity. Teachers will develop their knowledge to deliver a physical and health education (PHE) program that benefits children of all physical abilities.

2. Describe the project/event/program, and the activities.

KidsMove is a 10 week program that takes place at Fortius Sport & Health. Children are transported by bus to Fortius as part of their school day for a two hour long program. The program features a warm up (teachers join in!) then a series of activity stations, followed by a learning station and finally a large group activity. Children are exposed to a variety of sports and activities over the 10 weeks, and learn to be comfortable trying something new (cricket, curling and ultimate frisbee are some of the sports they try). Each activity focuses on building skills, such as running, passing, throwing etc., rather than competition. This means that children of all abilities and experience levels are able to participate together. Children with physical and cognitive disabilities participate with elite level athletes, students from refugee families who have never played and organized sport before participate with children who have been playing a sport for years, all enjoying themselves, benefitting from the experience and supporting each other along the way.

3. Describe how the project/event/program fits into the chosen grant category.

KidsMove Schools is a program specifically for Burnaby children, run by a Burnaby based non-profit organization. We are a registered charity and receive support from donors including Burnaby businesses like Beedie.

4. Describe how this project/event/program will benefit residents of Burnaby (who will benefit). How many Burnaby residents will be involved with or benefit from the project?

KidsMove benefits Burnaby residents by directly supporting the physical and health development of more than 450 Burnaby children aged 9-12 every year. In addition, it supports at least 18 Burnaby teachers each year to be able to better support generations of Burnaby students in their physical education and help to build a generation of residents who are active, healthy and happy. The current schools booked to participate in 2019/20 are Armstrong, Lochdale, Windsor, 12th Ave, Westridge, Montecito, Douglas Road, Lyndhurst and Inman elementary schools, with a long wait list of other schools asking to participate who we hope to accommodate if we have sufficient funding to expand the program this year.

5. Describe how the project/event/program aligns with one or more of the following ([Social Sustainability Plan](#), [Environmental Sustainability Plan](#), [Official Community Plan](#)):

KidsMove aligns with Burnaby's Social Sustainability Plan, particularly the Healthy Living/Expanding our Horizons pillar. Children aged 9-12 are in what we call "the golden age of physical literacy", when a child's cognitive capacity to understand the science behind how they move and feel meets the psychological readiness to be accountable, track progress and strive to optimize performance and wellbeing. An impact at this age leads to increased enjoyment of, and participation in, physical activity for a lifetime. The benefits of increased activity are enormous, from increased life expectancy and lower morbidity rates, to reduced healthcare costs, improved academic results and better social cohesion. The more we learn, the more we understand that physical activity is the closest we have to a true panacea - it improves outcomes in almost all areas of living. The more we can support our children to lead active lives, particularly at this key age, the more powerful that benefit will be.

6. Identify your community partners or stakeholders – you may also include letters of support for your project/event/program from these groups as part of the application.

Burnaby School District #41, Steve Nash Foundation, Burnaby Firefighters Charitable Society, Canadian Tire Jumpstart

7. If the amount requested from the City of Burnaby is not fully granted, what would you do to make up the difference and/or how would you proceed differently?

We would not be able to expand the number of schools from the previous year as planned. There has been huge interest in the program from local schools and this expansion will help to fill this need.

E. EVENT OUTCOMES

1. How will you know if your project/event/program reached its goals? (for example, a goal of engaging youth in environmental activities might include reaching a set target of youth participants)

We track student and teacher attendance and survey both students and teachers to measure program outcomes including enjoyment, aptitude, learning and confidence.

2. What data and feedback do you collect from your audience/participants? How do you evaluate your programs and services?

Students complete both a pre- and post-program survey. Teachers complete a post-program survey and attend a focus group. There is also an opportunity for teacher feedback at the half day professional development session we run for them.

Applicants for **Recreational Sport Grants** are not required to complete sections **F**, **G**, and **H** (marked by an asterisk *).

F. LONG TERM VIABILITY*

ATTENTION: The grant program is intended to support new organizations and encourage organizational self-sufficiency, while creating a framework of financial sustainability rather than using City resources as an indefinite funding source. It is requested that your organization develop a diverse funding income base and seek alternative methods for self-sufficiency to ensure your organization's long-term operational sustainability.

1. What are your sources of revenue? What percentage of total revenue do they each represent?

Source of Revenue	% of Total Revenue Previous Year	% of Total Revenue Current Year
Earned Revenue (All ticket sales, registration fees, memberships, etc...)	32	28
Grants (All federal, provincial, municipal, foundation and gaming grants)	68	72
Donations and Sponsorships (Cash)		
Donations and Sponsorships (In-kind)		
All donations (cash/in-kind) provided by the City of Burnaby		

2. What other sources of funding are you currently pursuing? Does the organization have a plan for diversification and increase of revenue over the longer term? If yes, please provide a copy of the plan or describe the primary objectives and strategies.

Pro Motion Research Institute and the Fortius Foundation are continually making funding requests to existing and new corporate and foundation supporters, and building our network of individual donors. We also run a silent auction twice a year at Fortius. We are currently building our capacity to apply for research grants, as well as funding from government at a municipal, provincial and federal level.

3. Please identify the cash value (\$) of all City of Burnaby contributions your organization/program/event has received from the City of Burnaby over the past three (3) years. Additionally, please indicate any other City of Burnaby grant opportunities you will be pursuing in the current year. Failure to identify City of Burnaby contributions may affect your eligibility for grants in the present year and in the future.

	3 years ago	2 years ago	1 year ago	Current Year	
				Awarded	Requested
Grant - Cash					\$25000.00
Grant - In-kind					
Permissive Tax Exemption					
Lease Grant					
Other					

4. If you are a returning applicant and are requesting an increase over your last year grant amount awarded, please provide a rational for the increase.

n/a

5. Describe the top 3 goals for the organization in the current year.

Goal 1:

Serve more Burnaby residents.

Description:

Since we opened, the majority of users of Fortius services have been Burnaby residents. For our fifth anniversary we conducted a mailing campaign to raise awareness locally about the services we offered, and had an open house which saw many Burnaby residents visit us for the first time. Our sport medicine clinic has more than 4,500 visits a month.

Goal 2:

To be a community asset

Description:

Fortius was founded to support "athletes" of all levels. To us, an athlete is someone who is motivated to a goal. That goal might be winning an NBA trophy, or it may be walking again. From our KidsMove program, to our Firefit program for Burnaby firefighters, to our our LifelongSTRONG program with Fraser Health Authority's Cardiac Rehabilitation program, we are supporting athletes of all levels in Burnaby. The Fortius Foundation and PMRI raise funds to enable access to our innovative facility and programs for people of all economic backgrounds, to be a true community asset.

Goal 3:

To develop research on using sport science to help athletes of all ages and abilities

Description:

Pro Motion Research Institute partners with the Fortius Foundation and Fortius Sport & Health to use the latest sport science techniques to help athletes of all levels. KidsMove was created by some of the world's best sport science practitioners who have worked with world-class athletes like Steve Nash and the Vancouver Canucks. We continue to develop systems for researching the effectiveness of our programs and then spreading this information to the wider community. Helping teachers build their capacity to deliver PE programming is a key element of this.

6. Please complete the following:

	Previous Year	Current Year
Number of volunteers (including Board)	15	20
Volunteer hours per year	300	400
Number of voting members	1	1

7. How does your organization work to ensure that programs and services are accessible and inclusive for anyone who has an interest regardless of age, ability, orientation, ethnic/cultural background, socio-economic status? Please share examples and success stories of inclusivity and diversity within your organization and programming. (750 Characters Max)

Pro Motion Research Institute and the Fortius Foundation are focused on making Fortius Sport & Health accessible to all. In the case of KidsMove, PMRI funds the entire cost of the program so schools participate completely free of charge. Wherever possible we target schools with more low income or marginalized students who simply would not be able to afford the cost of a program like this. KidsMove is created to be fully accessible, enabling students with a disability to participate. We provide funding for promising young athletes, including para-athletes, to access our services. Fortius was built to be a fully accessible facility for all peoples. We recently received a high rating from the Rick Hansen Foundation's accessibility inspector.

G. INSURANCE AND ACKNOWLEDGEMENT*

1. Does your organization have general liability insurance? ☒ Yes ☐ No

2. If yes, what coverage?

Corporate insurance for a sport & health facility.

3. How will your organization, if granted funds, acknowledge the contribution from the City of Burnaby? (maximum 500 characters)

Recognition and the first KidsMove session for all schools; Media event; logo on all print and digital materials, including teacher handouts and end of year reports.

H. FINANCIAL INFORMATION*

CITY OF BURNABY COMMUNITY GRANT PROGRAM	
OPERATING BUDGET FOR ORGANIZATION OR PROGRAM	
Name of Organization:	Pro Motion Research Institute
For the Fiscal Year:	2018/19
Month Fiscal Year Begins:	December 1
Please check the appropriate box if you have received a Permissive Tax Exemption and indicate amount:	<input type="radio"/> Yes <input checked="" type="radio"/> No
Amount:	

REVENUES	Prior Year Actual	Current Year Budget	Current Year Confirmed? Y/N	Brief Descriptions/ Comments (type of grant and funding period)
Federal Government (Specify)				
1.				
2.				
3.				
Provincial Government (Specify)				
1.				
2.				
3.				
Local Government (Specify)				
1.City of Burnaby Community Grant		25000	N	
2.				
3.				
Sponsorships (Specify)				
1.				
2.				
3.				
Earned Revenue				
1.Medical services	203387	220000	Y	MSP fees for orthopedic surgery fellows
2.				
3.				
Fundraising (Net Revenue)	401936	425000	Part funded	Foundation and corporate supporters
Individual Donations	40000	55000	Y	Includes grassroots fundraising programs
In Kind Sources				
Investment Income				
Other Sources (Specify)				
1.				
2.				
3.				
Total Revenue	645323	725000		

Expenditures	Prior Year Actual	Current Year Budget	Brief Descriptions/ Comments (type of grant and funding period)
Total Compensation Expense			
Office Supplies & Expenses			
Program & Event Supplies			
Advertising & Promotion			
Travel & Vehicles Expenses	20039	25000	School bus and staff transportation
Interest and Bank Charges			
Licences, Memberships, & Dues			
Occupancy Costs			
Professional & Consulting Fees	9014	10000	Accounting and legal
Capital Purchases & Improvements			
Amortization of Capitalized Assets	3357	4000	KidsMove Equipment, Pilates Equipment for Back in the Game
Donation, Grants, & Scholarship Expense as part of Charitable Activities			
Education and Training for Staff & Volunteers		10000	New teacher trainee volunteer program (begins fall 2019)
City Services Expenses			
1.			
2.			
3.			
Other Expenses			
1. KidsMove Schools	561926	650000	Kids
2. Outreach	15000	25000	
3.			
4.			
5.			
Total EXPENDITURES	609336	724000	
Current surplus (deficit)	35987	1000	

A. GETTING STARTED

1. Are you? ☒ New Applicant ☐ Returning Applicant
2. Select the kind of Community Grant you are applying for: ☒ General Grant ☐ Recreational Sport Grant
3. Amount you are requesting \$25,000.00
4. Total cost of the project/event/program etc.: \$160,000.00

B. GETTING TO KNOW YOU

1. What kind of applicant are you?

☐ Local Registered Non-Profit Society

Society No: _____

Date of Incorporation: _____

☒ Registered Charity Charitable No.: 106819295RR0001☐ National/International Non-profit operating locally

Society No: _____

Date of Incorporation: _____

☐ Sport or Recreation Organization☐ Other Specify: _____

2. Group/Organization Name:
- Burnaby Hospital Foundation

3. Group/Organization Street Address:
- 3935 Kincaid Street, Burnaby BC V5G 2X6

4. Website (if applicable):
- www.bhfoundation.ca

5. Grant Application Main Contact Person

Name: Danielle SleimanPhone: [REDACTED]Email: danielle.sleiman@bhfoundation.ca

6. Contact person #2

Name: Kristy JamesPhone: [REDACTED]Email: kristy.james@bhfoundation.ca

7. Number of Volunteers

Confirmed: 4Expected: 30

C. THE PROJECT/EVENT/PROGRAM

1. Name of the Project/Event/Program: Burnaby Hospital Foundation's Annual Gala: Nashville Nights

2. Project/Event/Program Location (physical street address or event location):

Burnaby Hospital Foundation's Annual Gala: Nashville Nights will be held at Delta Hotels Burnaby Conference Centre
4331 Dominion St, Burnaby, BC V5G 1C7

3. Project/Event/Program Start Date: Friday, November 15, 2019; 6:00pm

4. Project/Event/Program End Date: Friday, November 15, 2019; 11:59pm

D. PURPOSE OR BENEFIT

1. Describe the purpose or goal of the project/event/program.

Burnaby Hospital Foundation is the fundraising arm of Burnaby Hospital and is dedicated to community partnerships to purchase vital medical equipment and technology, improve patient care, and support innovative and educational community programs that improve individual's health and the health of the community. The annual gala raises awareness and funds in support of the Hospital. The attendees are donors, community partners, business partners and potential new donors. The goals of the event are to inspire investment in Burnaby Hospital and to raise funds in support of the Hospital's patient services.

2. Describe the project/event/program, and the activities.

Prepare for the ultimate country music pilgrimage, as we transport you to Music City, U.S.A. The creative spirit of Nashville will fill your soul with friendly greetings, good vibes, and maybe even a little Honky Tonkin'. Electricity will be in the air at Nashville Nights. On November 15, over 300 guests – including our sponsors together with physicians, corporate leaders, elected officials, major benefactors and hospital patrons – will be on hand to enjoy a cocktail reception followed by a multi-course meal paired with fine wines, live entertainment, dancing, live and silent auctions, a raffle, and guests' donations.

3. Describe how the project/event/program fits into the chosen grant category.

Burnaby Hospital Foundation is a Burnaby-based not-for-profit organization and aligns with strategic priority's in the City of Burnaby's Official Community plan; specifically the Social Sustainability Strategy. We are dedicated to improving the lives of individuals in our community by advancing the health of all generations which helps to maintain the vibrancy of the entire community. We raise funds to provide effective, efficient, high quality patient care, close to home.

4. Describe how this project/event/program will benefit residents of Burnaby (who will benefit). How many Burnaby residents will be involved with or benefit from the project?

Proceeds from the Nashville Nights gala will support the highest priority needs at Burnaby Hospital, serving over 200,000 patients each year. From diagnostic, medical and surgical procedures, to one of the busiest emergency departments in the province, Burnaby Hospital is paving the way for a brighter future in health care for Burnaby, East Vancouver and beyond. This hospital was built by the community, for the community. Support from Nashville Nights will help us provide essential care to save lives and help members of our community return to health and wellness. Everyone deserves effective, efficient, high quality patient care, close to home. The majority of our sponsors all have businesses in the Burnaby community and most of all of our 300 plus guests live in Burnaby; making Burnaby Hospital their local hospital. The entire community of Burnaby will benefit as funds raised will support healthcare at Burnaby Hospital. The services at the hospital will be used by not only sponsors and guests at one point in time but by their family and loved ones as well.

5. Describe how the project/event/program aligns with one or more of the following (Social Sustainability Plan, Environmental Sustainability Plan, Official Community Plan):

Burnaby Hospital Foundation and its annual gala aligns with the City of Burnaby's Social Sustainability Plan as the plan is "all about people – individuals and the community working together to meet their needs, realize their potential, and prosper in a healthy environment and improve the quality of life for all its citizens." Burnaby Hospital Foundation has been the fundraising organization for Burnaby Hospital since 1982. We are the community's trusted partner, shaping the future of health care through ground-breaking innovation. With the support of forward-thinking organizations and individual donors, we put state-of-the-art medical equipment and the best technology available into the hands of our dedicated health care professionals at Burnaby Hospital and Fellburn Care Centre so that everyone in the community has access to

effective, effective high quality patient care close to home. This helps to advance the health of all generations that will help maintain the vibrancy of the entire community.

6. Identify your community partners or stakeholders – you may also include letters of support for your project/event/program from these groups as part of the application.

Please see below a list of our cash and gift-in kind sponsors. We also will have many Burnaby Hospital physicians, corporate leaders, elected officials, major benefactors and hospital patrons attend the event. Many of whom will make a financial contribution at the event. Closer to the date of the event we will be able to confirm our guest list.

Burnaby Firefighters Charitable Society, Onni, Appia Development, W.P.J. McCarthy & Company Ltd., Scotiabank, Grand Villa Casino, Brooke Radiology, Trans Mountain, Parkland Fuels, Glentel, Allied Plumbing, Cannacord, Rancho Management Services Ltd., Anthem Properties, Delesalle Holdings Inc., Western Canadian Properties Group Ltd., Pedersen's Event Rentals, G&F Financial Group, ABC Recycling, Allegra Printing, Okanagan Crush

7. If the amount requested from the City of Burnaby is not fully granted, what would you do to make up the difference and/or how would you proceed differently?

The granted funds from the City of Burnaby would help to offset some event expenses and costs helping to increase our net revenue raised at the gala so more funds can be invested in purchasing state-of-the-art medical equipment and patient care. If the amount is not fully funded by the City of Burnaby, the difference would be made up by funds raised through sponsorship, ticket purchases, silent and live auctions, raffle, and individual donations. We would still be able to invest revenue into the purchase of medical equipment and patient care however the investment would be less.

E. EVENT OUTCOMES

1. How will you know if your project/event/program reached its goals? (for example, a goal of engaging youth in environmental activities might include reaching a set target of youth participants)

Our annual gala will reach its goals in a number of ways; if the event sells out (320 tickets), if we meet our event budget and raise \$400,000, as well as increase Burnaby Hospital Foundation's brand awareness and expand our current audience reach by introducing potential new donors and community partners to Burnaby Hospital and the Foundation.

2. What data and feedback do you collect from your audience/participants? How do you evaluate your programs and services?

Upon completion of the annual gala we send a post event survey to guests and sponsors to gather data which helps to evaluate the event. We ask questions along the lines of: overall how would you rate your experience at the gala, how can we improve the registration process, please comment on the program length (speeches, sponsor recognition, live auction, dinner etc.), how satisfied were you were the silent and live auction items, bidding process and checkout process? Etc.

Applicants for **Recreational Sport Grants** are not required to complete sections F, G, and H (marked by an asterisk *).

F. LONG TERM VIABILITY*

ATTENTION: The grant program is intended to support new organizations and encourage organizational self-sufficiency, while creating a framework of financial sustainability rather than using City resources as an indefinite funding source. It is requested that your organization develop a diverse funding income base and seek alternative methods for self-sufficiency to ensure your organization's long-term operational sustainability.

1. What are your sources of revenue? What percentage of total revenue do they each represent?

Source of Revenue	% of Total Revenue Previous Year	% of Total Revenue Current Year
Earned Revenue (All ticket sales, registration fees, memberships, etc...)	2	2
Grants (All federal, provincial, municipal, foundation and gaming grants)	21	10
Donations and Sponsorships (Cash)	62	30
Donations and Sponsorships (In-kind)	0	0
All donations (cash/in-kind) provided by the City of Burnaby	0	0

2. What other sources of funding are you currently pursuing? Does the organization have a plan for diversification and increase of revenue over the longer term? If yes, please provide a copy of the plan or describe the primary objectives and strategies.

Burnaby Hospital Foundation has a diversified funding portfolio that includes support from many different community stakeholders through various giving vehicles, such as monthly giving, corporate partnerships, legacy giving, third party community events, individual giving, and signature events. In the past fiscal year, new streams of revenue were achieved through the development of the Chinese Ambassador Society (\$150,000) and a new annual Physician's Christmas Giving Campaign, Star Doctors (\$37,000). We plan to build on our momentum and programs from 2018-19 as well as add a few new fundraising initiatives in this fiscal year to meet our revenue target. This year we launched a new Youth Ambassador Program. Please see attached a copy of our Business Plan that further outlines and details our strategy to continue to diversify our revenue streams and increase revenue long term.

3. Please identify the cash value (\$) of all City of Burnaby contributions your organization/program/event has received from the City of Burnaby over the past three (3) years. Additionally, please indicate any other City of Burnaby grant opportunities you will be pursuing in the current year. Failure to identify City of Burnaby contributions may affect your eligibility for grants in the present year and in the future.

	3 years ago	2 years ago	1 year ago	Current Year	
				Awarded	Requested
Grant - Cash	\$0.00	\$0.00	\$0.00	\$0.00	\$25000.00
Grant - In-kind	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Permissive Tax Exemption	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Lease Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

4. If you are a returning applicant and are requesting an increase over your last year grant amount awarded, please provide a rational for the increase.

N/A; New applicant

5. Describe the top 3 goals for the organization in the current year.

Goal 1:

Enhance Community Awareness and Engagement

Description:

• Increase breadth and diversity of public awareness of, and approval for, the Foundation

- Increase volunteer involvement in BHF activities
- Implement effective government relations program

Goal 2:

Increase Revenues to Meet Future Needs

Description:

- Increase alignment with Burnaby Hospital and Health Services
- Build Annual Campaign revenues to meet growing requirements
- Meet Program commitments

Goal 3:

Optimize Processes and Performance

Description:

- Recruit and maintain a high performing team
- Enhance operation effectiveness

6. Please complete the following:

	Previous Year	Current Year
Number of volunteers (including Board)	70	110
Volunteer hours per year	1,500	1,750
Number of voting members	12	12

7. How does your organization work to ensure that programs and services are accessible and inclusive for anyone who has an interest regardless of age, ability, orientation, ethnic/cultural background, socio-economic status? Please share examples and success stories of inclusivity and diversity within your organization and programming. (750 Characters Max)

Burnaby is an extremely diverse community and also has one of the largest senior populations in the province. To meet these giving trends we are focusing on 4 key areas: (1) building relationships with individuals; we have a strong major gifts program that is focused on building relationships with donors and prospects, (2) connecting with youth through our Youth Ambassador Program, (3) responding to the diversity; we are working to build relationships with different ethnic groups in our community. Our Chinese Ambassador Society is a great example of the work that we doing, and (4) older donors; we are working to engage our older donors through direct mail and plan giving initiatives.

G. INSURANCE AND ACKNOWLEDGEMENT*

1. Does your organization have general liability insurance? ☒ Yes ☐ No

2. If yes, what coverage?

Our insurance covers liability for up to \$10M

3. How will your organization, if granted funds, acknowledge the contribution from the City of Burnaby? (maximum 500 characters)

We would be please to recognize the City of Burnaby in the following ways. Logo recognition on gala print ads, posters in Hospital elevators, website & social media. Acknowledgment from podium at Gala. Include a half page profile in gala Program. Include logo on sponsorship recognition signage and audio-visual projection, as well as logo on Thank You ad (post event). Include name on Permanent Donor Wall in Hospital.

H. FINANCIAL INFORMATION*

CITY OF BURNABY COMMUNITY GRANT PROGRAM	
OPERATING BUDGET FOR ORGANIZATION OR PROGRAM	
Name of Organization:	Burnaby Hospital Foundation; Gala Financial Information
For the Fiscal Year:	2019/20
Month Fiscal Year Begins:	April
Please check the appropriate box if you have received a Permissive Tax Exemption and indicate amount:	<input type="radio"/> Yes <input checked="" type="radio"/> No
Amount:	\$0.00

REVENUES	Prior Year Actual	Current Year Budget	Current Year Confirmed? Y/N	Brief Descriptions/ Comments (type of grant and funding period)
Federal Government (Specify)				
1.	\$0	\$0	\$0	N/A
2.				
3.				
Provincial Government (Specify)				
1.	\$0	\$0	\$0	N/A
2.				
3.				
Local Government (Specify)				
1.	\$0	\$0	\$0	N/A
2.				
3.				
Sponsorships (Specify)				
1.	\$110,000	130,000	No	Cash contributions between \$1k-\$25K
2.				
3.				
Earned Revenue				
1.	\$543,740	\$460,000	No	Raised through pre gala and night of revenue
2.				
3.				
Fundraising (Net Revenue)	\$376,096	\$310,000	No	Revenue after gala expenses
Individual Donations	\$122,050	\$130,000	No	Revenue raised through Fund-a-cause
In Kind Sources	\$10,000	\$10,000	No	Donations of good/services to offset cost
Investment Income	\$0	\$0	\$0	N/A
Other Sources (Specify)				
1. Ticket Sales	\$68,050	\$59,375	\$40,500	Due to space limitations decreasing tickets
2. Live Auction	\$29,500	\$30,000	No	2019 event has not taken place yet
3. Raffle	\$3,250	\$6,500	No	2019 event has not taken place yet
Total Revenue	0	0		LY \$1,262,686 TY: \$1,109,375

Expenditures	Prior Year Actual	Current Year Budget	Brief Descriptions/ Comments (type of grant and funding period)
Total Compensation Expense	\$18,375	\$17,500	Event Contract providing event management services
Office Supplies & Expenses	\$0	\$500	Office supplies that are used specifically for gala
Program & Event Supplies	Gift-in-Kind	Gift-in-Kind	Have a local print sponsor
Advertising & Promotion	Gift-in-Kind	Gift-in-Kind	Partner with local media sponsors for event promotion
Travel & Vehicles Expenses	\$250	\$500	Used for sponsor/donor meetings
Interest and Bank Charges	N/A	N/A	Gala budget does not absorb these costs
Licences, Memberships, & Dues	N/A	N/A	Gala budget does not absorb these costs
Occupancy Costs	N/A	N/A	Room rental cost is waived
Professional & Consulting Fees	N/A	N/A	
Capital Purchases & Improvements	N/A	N/A	
Amortization of Capitalized Assets	N/A	N/A	
Donation, Grants, & Scholarship Expense as part of Charitable Activities	N/A	N/A	
Education and Training for Staff & Volunteers	N/A	N/A	
City Services Expenses	N/A	N/A	
1.			
2.			
3.			
Other Expenses			
1. Graphic Design	N/A	\$1,200	Using external graphic designer for 2019 event
2. Photography	\$683	\$700	Including a photo booth at 2019 event
3. POS Terminals	\$2,500	\$2,500	Used to process payments/donations during event
4. Entertainment	\$1,344	\$1,500	
5. Awards	\$440	\$500	One new award category has been added to 2019 event
Total EXPENDITURES	0	0	PY; \$23,592 TY; \$24,270 doesn't include all program expenses
Current surplus (deficit)	0	0	

A. GETTING STARTED

1. Are you? ☒ New Applicant ☐ Returning Applicant
2. Select the kind of Community Grant you are applying for. ☒ General Grant ☐ Recreational Sport Grant
3. Amount you are requesting \$5,000.00
4. Total cost of the project/event/program etc.: \$11,000.00

B. GETTING TO KNOW YOU

1. What kind of applicant are you?

☒ Local Registered Non-Profit SocietySociety No: S-19173Date of Incorporation: March 27, 1995☐ Registered Charity Charitable No.: _____☐ National/International Non-profit operating locally

Society No: _____

Date of Incorporation: _____

☐ Sport or Recreation Organization☐ Other Specify: _____2. Group/Organization Name: The Heights Neighbourhood Association3. Group/Organization Street Address: 50 Gilmore Avenue, Burnaby BC V5C 4P5

4. Website (if applicable): _____

5. Grant Application Main Contact Person

Name: Margaret ManifoldPhone: [REDACTED]Email: [REDACTED]

6. Contact person #2

Name: Debbie ReidPhone: [REDACTED]Email: [REDACTED]

7. Number of Volunteers

Confirmed: 24Expected: 24

C. THE PROJECT/EVENT/PROGRAM

1. Name of the Project/Event/Program: Art Crawl - Burnaby Heights

2. Project/Event/Program Location (physical street address or event location):

Along Hastings Street in Burnaby from Delta to Carleton Ave.

3. Project/Event/Program Start Date: September 28th

4. Project/Event/Program End Date: September 28th

D. PURPOSE OR BENEFIT

1. Describe the purpose or goal of the project/event/program.

The goal of this event is to build community through the arts. *Anticipated attendance is 500 people.*

2. Describe the project/event/program, and the activities.

Local Burnaby artists will be displaying their artworks at venues along Hastings Street from 11 am – 4 pm on September 28th. This project will allow the public to view, purchase and enjoy local artwork created for the community. Local artists will be present at partnering venues/merchants storefronts to display their artwork and answer any questions that the public may have. It is the hope that this relationship building between the public, the venues and the artists will encourage community building in the Heights area and develop an appreciation for local art.

An all artists gallery will also be included in this crawl with two to three pieces of artwork from each artist housed at the BNH North House during the crawl. The public can view the artwork, receive a map of the event and will be directed to the venues where their favorite artists will be present.

3. Describe how the project/event/program fits into the chosen grant category.

This project fits into the category of a "General Grant" because it is being developed in partnership by Burnaby Non-Profit societies.

4. Describe how this project/event/program will benefit residents of Burnaby (who will benefit). How many Burnaby residents will be involved with or benefit from the project?

4. The funds we are applying for will allow us to offer a unique attraction to Burnaby – an art exhibition that everyone is able to enjoy. Economics will not play a role in determining whether individuals can attend, as one of the big draws of this event is that it is a no-cost activity. It is often a struggle for Burnaby residents to find local events that work for those on a limited income. This event is open to families, seniors and youth including those on a fixed income. Based on past projects such as the Living Room Art in The Heights, we expect at least 500 individuals to attend.

5. Describe how the project/event/program aligns with one or more of the following ([Social Sustainability Plan](#), [Environmental Sustainability Plan](#), [Official Community Plan](#)):

5. This event is inline with the City of Burnaby's Social Sustainability vision, goals of inclusion, livability and resilience and strategic priority celebrating diversity and inclusion. The impact of an event such as an Art Crawl is that it will bring art to the forefront of an area, create a vibrant, thriving economy, neighbourhoods are livelier, communities are revitalized, and tourists and residents become attracted to the area. Our goal is that through art we will create a more connected community, where individuals of different backgrounds share a common experience, learn new perspectives and understand one another better. We also expect relationship building to take place between the artists and the merchants, creating more opportunity for art displays in the local businesses. The Heights Neighbourhood Association is excited to be a part of the inaugural Burnaby Art Crawl which will highlight and better reflect the diverse cultural interests of our Burnaby neighbourhood.

6. Identify your community partners or stakeholders – you may also include letters of support for your project/event/program from these groups as part of the application.

6. Our community partners are Burnaby Neighbourhood House, Heights Merchants Association and local artists.

7. If the amount requested from the City of Burnaby is not fully granted, what would you do to make up the difference and/or how would you proceed differently?

7. If we do not receive the full amount, display equipment can be rented and borrowed from local schools. We may also be able to utilize the artists own equipment. However, this is not an ideal situation for the Art Crawl as the equipment needs to be reserved well ahead of time. We may have to cut the local live entertainment during the Art Crawl as well.

E. EVENT OUTCOMES

1. How will you know if your project/event/program reached its goals? (for example, a goal of engaging youth in environmental activities might include reaching a set target of youth participants)

Each venue will be tallying the number of visitors to the Art Crawl and we will be surveying the artists to determine whether relationship building took place with the venues and the public.

2. What data and feedback do you collect from your audience/participants? How do you evaluate your programs and services?

We have a short survey for the artists and venues to determine the likelihood that they will participate in future Art Crawls. We ask for a rating of public engagement and their overall satisfaction with the event. The success of this event will be based on numbers of participants and artist/venue feedback.

Applicants for **Recreational Sport Grants** are not required to complete sections F, G, and H (marked by an asterisk *).

F. LONG TERM VIABILITY*

ATTENTION: The grant program is intended to support new organizations and encourage organizational self-sufficiency, while creating a framework of financial sustainability rather than using City resources as an indefinite funding source. It is requested that your organization develop a diverse funding income base and seek alternative methods for self-sufficiency to ensure your organization's long-term operational sustainability.

1. What are your sources of revenue? What percentage of total revenue do they each represent?

<u>Source of Revenue</u>	<u>% of Total Revenue Previous Year</u>	<u>% of Total Revenue Current Year</u>
Earned Revenue (All ticket sales, registration fees, memberships, etc...)		5
Grants (All federal, provincial, municipal, foundation and gaming grants)		
Donations and Sponsorships (Cash)		
Donations and Sponsorships (In-kind)		50
All donations (cash/in-kind) provided by the City of Burnaby		45

2. What other sources of funding are you currently pursuing? Does the organization have a plan for diversification and increase of revenue over the longer term? If yes, please provide a copy of the plan or describe the primary objectives and strategies.

This is a community based arts event and we are pursuing in kind donations from Artists and merchants. It is the intent to continue growing this Art event and pursue funding from Art and Cultural Foundations.

3. Please identify the cash value (\$) of all City of Burnaby contributions your organization/program/event has received from the City of Burnaby over the past three (3) years. Additionally, please indicate any other City of Burnaby grant opportunities you will be pursuing in the current year. Failure to identify City of Burnaby contributions may affect your eligibility for grants in the present year and in the future.

	3 years ago	2 years ago	1 year ago	Current Year	
				Awarded	Requested
Grant - Cash	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grant - In-kind	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Permissive Tax Exemption	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Lease Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

4. If you are a returning applicant and are requesting an increase over your last year grant amount awarded, please provide a rationale for the increase.

N/A

5. Describe the top 3 goals for the organization in the current year.

Goal 1:

To promote the cultural, recreational, environment and educational endeavours of the Heights neighbourhood.

Description:

We do this by offering community events and activities for neighbours to participate in.

Goal 2:

To promote and facilitate organizational networking that will further enhance the quality of life in the neighbourhood.

Description:

We are bringing together local artists, business owners and the residents to promote appreciation of local art.

Goal 3:

To promote the health, safety and well-being of community members.

Description:

By bringing people together we help to reduce isolation and create stronger neighbourhood ties.

6. Please complete the following:

	Previous Year	Current Year
Number of volunteers (including Board)	20	21
Volunteer hours per year	200	250
Number of voting members	20	21

7. How does your organization work to ensure that programs and services are accessible and inclusive for anyone who has an interest regardless of age, ability, orientation, ethnic/cultural background, socio-economic status? Please share examples and success stories of inclusivity and diversity within your organization and programming. (750 Characters Max)

The Heights Neighbourhood Association plans and implements community events that are open to all community members. Our events are usually free or very low cost. In the summer we offer a locally based summer camp and a young reader literacy support program that is affordable for low income families. Examples of our community events and activities include; Janes Walks, All Candidate meetings, Neighbourhood Garden tours, Heritage Talks and Tours, Community Clean Ups and in 2015 we produced a film celebrating the 100th Anniversary of Gilmore Community School.

G. INSURANCE AND ACKNOWLEDGEMENT*

1. Does your organization have general liability insurance? ☒ Yes ☐ No

2. If yes, what coverage?

\$5 million coverage

3. How will your organization, if granted funds, acknowledge the contribution from the City of Burnaby? (maximum 500 characters)

Name recognition on print materials including event posters, newspaper ads, event invitations and E-vites, on-site recognition, event programs, acknowledgments and announcements, mentions on our website, social media and newsletters, media and posters.

H. FINANCIAL INFORMATION*

CITY OF BURNABY COMMUNITY GRANT PROGRAM	
OPERATING BUDGET FOR ORGANIZATION OR PROGRAM	
Name of Organization:	The Heights Neighbourhood Association
For the Fiscal Year:	2018
Month Fiscal Year Begins:	January
Please check the appropriate box if you have received a Permissive Tax Exemption and indicate amount:	<input type="radio"/> Yes <input checked="" type="radio"/> No
Amount:	

REVENUES	Prior Year Actual	Current Year Budget	Current Year Confirmed? Y/N	Brief Descriptions/ Comments (type of grant and funding period)
Federal Government (Specify)				
1.Student Summer Job Grants	\$18,629.00	\$14,337	Y	Summer Student Wage subsidy
2.				
3.				
Provincial Government (Specify)				
1.BC Gaming Grant	\$5,700	\$6,200	Y	Community Gaming Grant
2.				
3.				
Local Government (Specify)				
1.Burnaby School District	\$2,000	\$2,000	Y	Student subsidies
2.				
3.				
Sponsorships (Specify)				
1.				
2.				
3.				
Earned Revenue				
1.Summer Camp Registration	\$37,569	\$39,890	Y	
2.				
3.				
Fundraising (Net Revenue)				
Individual Donations				
In Kind Sources				
Investment Income				
Other Sources (Specify)				
1.				
2.				
Total Revenue	\$63,898	\$62,427	Y	
Total Revenue	0	0		

Expenditures	Prior Year Actual	Current Year Budget	Brief Descriptions/ Comments (type of grant and funding period)
Total Compensation Expense	\$46,156	\$44,546	Wages and remittances
Office Supplies & Expenses	\$1,719	\$1,476	Accounting services
Program & Event Supplies	\$19,242	\$16,095	All costs associated with our summer camps
Advertising & Promotion			
Travel & Vehicles Expenses			
Interest and Bank Charges			
Licences, Memberships, & Dues	\$100	\$100	ACE BC and BC Society Act
Occupancy Costs			
Professional & Consulting Fees			
Capital Purchases & Improvements			
Amortization of Capitalized Assets			
Donation, Grants, & Scholarship Expense as part of Charitable Activities			
Education and Training for Staff & Volunteers			
City Services Expenses			
1.			
2.			
3.			
Other Expenses			
1.			
2.			
3.			
4.TOTAL EXPENDITURES	\$67,217	\$62,217	
5.Current surplus (deficit)	(\$3,319)	\$210	
Total EXPENDITURES	0	0	
Current surplus (deficit)	0	0	

A. GETTING STARTED

1. Are you? ☒ New Applicant ☐ Returning Applicant
2. Select the kind of Community Grant you are applying for: ☒ General Grant ☐ Recreational Sport Grant
3. Amount you are requesting \$ 2500.-
4. Total cost of the project/event/program etc.: \$ 125,000.- SEE ATTACHED BUDGET

B. GETTING TO KNOW YOU

1. What kind of applicant are you?

☒ Local Registered Non-Profit SocietySociety No: 50069904Date of Incorporation: AUG 31, 2018☐ Registered Charity Charitable No.: _____☐ National/International Non-profit operating locally

Society No: _____

Date of Incorporation: _____

☐ Sport or Recreation Organization☐ Other Specify: _____

2. Group/Organization Name: DUTCH LIBERATION 2020 CANADIAN SOCIETY
3. Group/Organization Street Address: 17531 WESTMINSTER HWY, RICHMOND, BC V6V 1A9
4. Website (if applicable): WWW.DUTCHCANADA2020.COM
5. Grant Application Main Contact Person

Name: A. ZYLITAKISPhone: [REDACTED]Email: [REDACTED]

6. Contact person #2

Name: E. VAN DER VENPhone: [REDACTED]Email: KD@DUTCHCANADA.COM

7. Number of Volunteers

Confirmed: 8 <BOARD MEMBERS>

Expected: _____

C. THE PROJECT/EVENT/PROGRAM

1. Name of the Project/Event/Program: 75TH COMMEMORATIVE EUROPEAN LIBERATION
2. Project/Event/Program Location (physical street address or event location):
45 CITY'S IN BC. + BEYON
3. Project/Event/Program Start Date: 2019
4. Project/Event/Program End Date: JULY 2020

D. PURPOSE OR BENEFIT

1. Describe the purpose or goal of the project/event/program.

TO THANK AND TO HONOUR CANADA AND ITS VETERANS / EDUCATING THE YOUNG.

2. Describe the project/event/program, and the activities.

+45 CITY'S CANDLELIGHT VIGILS AT MAY 2ND 2020 - 1400 SCHOOLS EDUCATION PACKAGE

3. Describe how the project/event/program fits into the chosen grant category.

INCREASE AWARENESS TO ALL RESIDENTS

4. Describe how this project/event/program will benefit residents of Burnaby (who will benefit). How many Burnaby residents will be involved with or benefit from the project?

WE HOPE TO HAVE GREAT PARTICIPATION OF RESIDENTS + SCHOOLS / CURRENT 17 SCHOOLS

5. Describe how the project/event/program aligns with one or more of the following (Social Sustainability Plan, Environmental Sustainability Plan, Official Community Plan):

N/A OR OUR TULIP PROGRAM WILL BEAUTIFY THE CITY

6. Identify your community partners or stakeholders – you may also include letters of support for your project/event/program from these groups as part of the application.

ROYAL CANADIAN LEGION / BC/YUKON COMMAND / BURNABY BRANCH B3

7. If the amount requested from the City of Burnaby is not fully granted, what would you do to make up the difference and/or how would you proceed differently?

INCREASE BULB SALES -

E. EVENT OUTCOMES

1. How will you know if your project/event/program reached its goals? (for example, a goal of engaging youth in environmental activities might include reaching a set target of youth participants)

LARGE PARTICIPATION TO THE MAY 2ND CANDLELIGHT AND QUANTITY OF BULB SALES.

2. What data and feedback do you collect from your audience/participants? How do you evaluate your programs and services?

PRESENTATIONS TO 12 CITY'S - ROTARY - SENIOR CARE HOMES - TENNIS CLUBS -
SOCIAL CLUB - GOLF CLUB -

Applicants for Recreational Sport Grants are not required to complete sections F, G, and H (marked by an asterisk *).

F. LONG TERM VIABILITY*

ATTENTION: The grant program is intended to support new organizations and encourage organizational self-sufficiency, while creating a framework of financial sustainability rather than using City resources as an indefinite funding source. It is requested that your organization develop a diverse funding income base and seek alternative methods for self-sufficiency to ensure your organization's long-term operational sustainability.

1. What are your sources of revenue? What percentage of total revenue do they each represent?

<u>Source of Revenue</u>	<u>% of Total Revenue Previous Year</u>	<u>% of Total Revenue Current Year</u>
Earned Revenue (All ticket sales, registration fees, memberships, etc...)	,	48 %
Grants (All federal, provincial, municipal, foundation and gaming grants)		28 %
Donations and Sponsorships (Cash)		12 %
Donations and Sponsorships (In-kind)		12 %
All donations (cash/in-kind) provided by the City of Burnaby		< 1.6 % >

2. What other sources of funding are you currently pursuing? Does the organization have a plan for diversification and increase of revenue over the longer term? If yes, please provide a copy of the plan or describe the primary objectives and strategies.

N/A

3. Please identify the cash value (\$) of all City of Burnaby contributions your organization/program/event has received from the City of Burnaby over the past three (3) years. Additionally, please indicate any other City of Burnaby grant opportunities you will be pursuing in the current year. Failure to identify City of Burnaby contributions may affect your eligibility for grants in the present year and in the future.

	3 years ago	2 years ago	1 year ago	Current Year	
				Awarded	Requested
Grant - Cash			N/A		
Grant - In-kind					
Permissive Tax Exemption					
Lease Grant					
Other					

4. If you are a returning applicant and are requesting an increase over your last year grant amount awarded, please provide a rational for the increase.

N/A

5. Describe the top 3 goals for the organization in the current year.

Goal 1:

Description:

Goal 2:

Description:

Goal 3:

Description:

6. Please complete the following:

	Previous Year	Current Year
Number of volunteers (including Board)		8
Volunteer hours per year	FOR HOSTING CANDLER LIGHT CELLS	??
Number of voting members	INCLUDING - CADETS - COIRS - PIPE BAND	

7. How does your organization work to ensure that programs and services are accessible and inclusive for anyone who has an interest regardless of age, ability, orientation, ethnic/cultural background, socio-economic status? Please share examples and success stories of inclusivity and diversity within your organization and programming. (750 Characters Max)

CITY'S PRESENTATIONS - PUBLICITY IN MEDIA - NEWSLETTER LEADERS - GARDEN CENTER

G. INSURANCE AND ACKNOWLEDGEMENT*

1. Does your organization have general liability insurance? ☐ Yes ☒ No

2. If yes, what coverage?

3. How will your organization, if granted funds, acknowledge the contribution from the City of Burnaby? (maximum 500 characters)

CITY LOGO ON WEBSITE - BANNERS - RECOGNITIONS DURING CEREMONIES.

H. FINANCIAL INFORMATION*

CITY OF BURNABY COMMUNITY GRANT PROGRAM	
OPERATING BUDGET FOR ORGANIZATION OR PROGRAM	
Name of Organization:	DUTCH LIBERATION 2020 CANADIAN SOCIETY
For the Fiscal Year:	2019-2020
Month Fiscal Year Begins:	AUG 2019
Please check the appropriate box if you have received a Permissive Tax Exemption and indicate amount:	<input type="radio"/> Yes <input checked="" type="radio"/> No
Amount:	

REVENUES	Prior Year Actual	Current Year Budget	Confirmed? Y/N	Brief Descriptions/ Comments (type of grant and funding period)
Federal Government (Specify)				
1.				
2.				
3.				
Provincial Government (Specify)				
1.				
2.				
3.				
Local Government (Specify)				
1. CITY'S		30.000		Note: The Society is seeking \$30,000 in funding from several municipalities; however this funding has not been confirmed to date.
2.				
3.				
Sponsorships (Specify)				
1. LEDIAL		2500	2500	BE/ILLUM HEADLINE
2. BUSINESS		2500	2500	TAR'S
3. PRIVATE		1000	1000	SEVERAL INDIVIDUALS.
Earned Revenue				
1.				
2.				
3.				
Fundraising (Net Revenue)		60.000.-	65000.-	BULB SALES
Individual Donations		14.000.-	-	
In Kind Sources		15.000.-	20.000.-	
Investment Income				
Other Sources (Specify)				
1.				
2.				
3.				
Total Revenue		125.000.-	91.000	

Expenditures	Prior Year Actual	Current Year Budget	Brief Descriptions/ Comments (type of grant and funding period)
Total Compensation Expense			
Office Supplies & Expenses		16.000	CANDLELIGHT TRIBUTES
Program & Event Supplies		50.000	BC AGRICULTURE IN THE CLASSROOM
Advertising & Promotion		15.000	WEBSITE + MAINTAINING
Travel & Vehicles Expenses		10.000	PROMOTION + PRINTING
Interest and Bank Charges		15.-	
Licences, Memberships, & Dues		585.-	
Occupancy Costs			
Professional & Consulting Fees			
Capital Purchases & Improvements			
Amortization of Capitalized Assets			
Donation, Grants, & Scholarship Expense as part of Charitable Activities			
Education and Training for Staff & Volunteers			
City Services Expenses			
1.			
2.			
3.			
Other Expenses			
1. ACCOMMODATION		5000.-	
2. Logo Design Etc		10.000.-	
3. CONTINGENCY		5.000.-	
4.			
5.			
Total EXPENDITURES		\$ 111.600	
Current surplus (deficit)		13.900	TO BE DONATED TO THE R.C. Legion.