



EXECUTIVE COMMITTEE OF COUNCIL

NOTICE OF OPEN MEETING

DATE: WEDNESDAY, 2019 NOVEMBER 06

TIME: 4:00 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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3. <u>DELEGATIONS</u>	
(a) Claire Preston Re: Leading the Way in Reconciliation with Indigenous Peoples	12
(b) Burnaby Neighbourhood House Re: Burnaby Neighbourhood House - North House Update and Request <u>Speakers:</u> Antonia Beck, Executive Director Simone Brandl, North House Program Director Ted Wiens, Strategic Directors Chair, Board of Directors Kevin Rakhra, Member, Board of Directors	13
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- (d) Correspondence from the Dutch Liberation Canadian Society 2020 18
Re: Letter of Appreciation (#19.51)

5. REPORTS

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Re: Bursary Award Policy and Program
- (b) Report from the Director Planning and Building 30
Re: Truth and Reconciliation Commission of Canada 'Calls to
Action' - for Local Government - Proposed Framework for
Further Action

6. FESTIVALS BURNABY GRANTS APPROVED - \$176,100

7. NEW APPLICATIONS - FESTIVALS BURNABY

Small Scale Events

- (a) **#19-S-011 - Open World For Kids Foundation Society** 35
Annual Christmas Celebration For Kids

An application was received from the Open World for Kids Foundation Society for their annual Christmas Celebration For Kids to be held on 2019 December 21 at Serbian Centre/St. Archangel Michael Serbian Church. The event showcases a traditional European theatrical performance, as well as traditional games, artisans, food vendors and gifts for children from Santa.

Request: \$2,900 CPA: 2018 - No Application
2017 - \$1,500 (Small Scale Grant)
2016 - No Application

8. PROGRESSIVE LIST OF GRANTS APPROVED - \$242,133

- (a) Program Grants Approved to Date - \$225,133
- (b) Operating Grants Approved to Date - \$17,000

9. NEW APPLICATIONS

- (a) **#19.53.f Tourism Burnaby** 37
2019 World Ringette Championships

An application was received from Tourism Burnaby requesting an in-kind grant to offset the cost of facility rental in support of the 2019 World Ringette Championships to be held on 2019 November 23 – December 4 at Bill

Copeland Sports Centre. The competition is held bi-annually, and this year eight teams from Canada, United States, Sweden, Finland and Czech Republic are participating. In addition to the main competition, the event features a staging competition, opening ceremonies, VIP receptions, coaching clinics, a school program, grassroots participation opportunities, and the International Ringette Federation's Annual General Meeting. At least 7,000 spectators are expected to attend the event.

Request: \$18,846 CPA: 2018 - No Application
2017 - No Application
2016 - No Application*

*In 2016, Tourism Burnaby received a \$25,000 grant to assist with the cost of the facility rental and staff in support of the 2016 WTF World Taekwondo Junior Championships held at Bill Copeland Sports Centre.

(b)	#19.54. Burnaby Seniors Outreach Services Society <i>Outreach Programs</i>	45
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An application was received from the Burnaby Seniors Outreach Services Society requesting a grant in support of its outreach programs in 2019/2020. The Society is dedicated to promoting the emotional health and well-being of seniors and their caregivers through a number of programs including Peer Support, Caregiver Support, and Memory Café. Between 2018 April and 2019 March, 55 seniors participated in the Peer Support Program, 74 individuals participated in Caregiver Support Groups held on 38 occasions, 101 individuals attended the Caregiver Education Series, 200 individuals attended the annual Caregiver Expo, 240 caregivers received the Society's e-newsletter, and 103 individuals participated in the Memory Café.

Request: \$10,000 CPA: 2018 - \$8,000*
 2017 - \$3,000**
 2016 - \$3,000**

*In 2018, the Society received a \$3,000 grant in support of its Seniors Peer Counselling Training Course and a \$5,000 one-time grant in support of Memory Café start-up costs.

**In 2017 and 2016, the Society received a \$3,000 grant in support of its Seniors Peer Counselling Training Course.

10. NEW BUSINESS

11. INQUIRIES

12. 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, B.C. on **Tuesday, 2019 October 01** at 3:00 p.m.

1. CALL TO ORDER

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

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

STAFF: Mr. Lambert Chu, City Manager
Mr. Dipak Dattani, Director Corporate Services
Ms. Noreen Kassam, Director Finance
Mr. Dave Ellenwood, Director Parks, Recreation & Cultural Services
Ms. Lee-Ann Garnett, Assistant Director – Long Range Planning
Mr. David Jordan, Arts Services Manager
Ms. Rebekah Mahaffey, Social Planner 2
Mr. Chad Turpin, Consultant
Ms. Nikolina Vracar, Administrative Officer 2

The Chair called the Open meeting to order at 3:03 p.m.

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

2. MINUTES

(a) **Minutes of the Executive Committee of Council Open meeting held on 2019 September 03**

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR WANG

THAT the minutes of the Executive Committee of Council Open meeting held on 2019 September 03 be adopted.

CARRIED UNANIMOUSLY

3. CORRESPONDENCE**(a) Correspondence from Emma Earle
Re: Exceptional Elite Education Opportunities Scholarship Request**

Correspondence was received from Ms. Emma Earle, Burnaby resident and ballet dancer, advising of the lack of financial support for young dancers simultaneously pursuing higher education and artistic goals. Ms. Earle encouraged the City to consider creating a scholarship or grant for aspiring artists.

**(b) Memorandum from the Director Finance
Re: Burnaby Arts Council Grant Request**

A memorandum was received from the Director Finance in response to a request from the Burnaby Arts Council (BAC) for a \$50,000 community grant in support of their program expansion. The BAC currently receives the following support from the City: annual community grant (\$25,000); use of 6584 Canada Way property including maintenance support (\$33,000); and Festivals Burnaby grants (\$9,000).

Arising from discussion and without objection by any member, the Committee advised that the City is not able to provide the additional grant this year.

4. REPORTS**(a) Report from the City Clerk
Re: 2019 Christmas Lunch/Dinner Grants**

The City Clerk submitted a report seeking authorization to award the 2019 Christmas lunch/dinner grants to Burnaby-based seniors groups.

The City Clerk recommended:

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.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR WANG

THAT the recommendation of the City Clerk be adopted.

CARRIED UNANIMOUSLY

Arising from discussion and without objection by any member, the Committee

requested that staff investigate the following: when the last increase in the Christmas lunch/dinner grant amount occurred; and a potential increase of \$0.50 to the grant amount in the future.

Staff undertook to follow-up.

(b) Report from the Director Planning and Building
Re: 2020 Lease Grants - Community Resource Centres

The Director Planning and Building submitted a report proposing the 2020 lease grants for non-profit tenants at the Holdom, Edmonds, Brentwood, Metrotown, McKercher and Pioneer Community Resource Centres.

The Director Planning and Building recommended:

1. THAT Council be requested to approve the proposed 2020 lease grants for community resource centre tenants, as outlined in Table 1, attached, of the 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.

MOVED BY MAYOR HURLEY
SECONDED BY COUNCILLOR MCDONELL

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

CARRIED UNANIMOUSLY

(c) Report from the Director Planning and Building
Re: Truth and Reconciliation Commission of Canada - Update on 'Calls to Action' for Local Government

The Director Planning and Building submitted a report providing an update on implementation of the Truth and Reconciliation Commission of Canada's Calls to Action for local governments.

The Director Planning and Building recommended:

1. THAT the Committee request Council 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 the report.

2. THAT the Committee request Council authorize staff to pursue the approach and process regarding acknowledging Indigenous territory in written documents, as outlined in Section 5.3 of the report.
3. THAT a copy of the report be forwarded to the Environment and Social Planning Committee and the Community Heritage Commission for information.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR WANG

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

CARRIED UNANIMOUSLY

The Committee inquired regarding the implementation of the revised territorial acknowledgement, the extent of consultations with the Indigenous peoples, and implications of future potential changes to the acknowledgement language.

Staff advised that the territorial acknowledgement language will be standardized through the issuing of a resource guide for territorial acknowledgement, and staff have worked with local nations since 2016 to develop the language. Further, the language will be reviewed annually through consultation with local nations to ensure that it is appropriate, and any changes will be communicated.

The Committee expressed appreciation for staff's work on this matter, and noted that the territorial acknowledgement is an initial step in the City's reconciliation efforts.

(d) Report from his Worship, Mayor Hurley
Re: Burnaby Hospital Foundation Grant

His Worship, Mayor Hurley submitted a report requesting a grant from the Gaming Interest Reserve to the Burnaby Hospital Foundation for a new CT Scanner.

His Worship, Mayor Hurley recommended:

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 the report.
2. THAT a copy of the report be sent to the Financial Management Committee for information.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR WANG

THAT the recommendations of His Worship, Mayor Mike Hurley be adopted.

CARRIED UNANIMOUSLY

The Committee noted that the City is taking a more active role on matters that are not traditionally under the local government's jurisdiction (i.e. child care and housing).

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

6. NEW APPLICATIONS - FESTIVALS BURNABY

Neighbourhood Events

(a) #19-N-013 - Nidhi Foundation

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

MOVED BY MAYOR HURLEY
SECONDED BY COUNCILLOR WANG

THAT a grant in the amount of \$1,500 be awarded to the Nidhi Foundation to assist with the cost of hosting the Vancouver Kannada Kuta Deepawali (Festival of Lights) and Kannada Rajyotsava Celebrations to be held on 2019 November 03 at the Bonsor Banquet Hall.

CARRIED UNANIMOUSLY

Small Scale Events**(b) #19-S-013 - Namsadang Cultural Institute**
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 their country for world peace.

Request: \$3,200

CPA: 2018 - \$1,000 (Small Scale Grant)
2017 - No Application
2016 - No Application**MOVED BY COUNCILLOR WANG**
SECONDED BY MAYOR HURLEY

THAT a grant in the amount of \$2,000 be awarded to the Namsadang Cultural Institute to assist with the cost of hosting the World Traditional Performing Arts Festival to be held on 2019 November 23 at the Leslie and Gordon Diamond Family Auditorium, Simon Fraser University.

CARRIED UNANIMOUSLY

(c) #19-S-014 - Korean Evergreen Seniors Society of Canada
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

MOVED BY MAYOR HURLEY
SECONDED BY COUNCILLOR WANG

THAT a grant in the amount of \$1,000 be awarded to the Korean Evergreen Seniors Society to assist with the cost of hosting the BC Seniors Performing Arts Festival to be held on 2019 November 09 at the James Cowan Theatre, Shadbolt Center for the Arts.

- amended

Staff advised the Committee that the cost of renting the James Cowan Theatre for the festival is \$1,500.

Arising from discussion, the following motion was introduced:

MOVED BY MAYOR HURLEY
SECONDED BY COUNCILLOR WANG

THAT a grant in the amount of \$1,500 be awarded to the Korean Evergreen Seniors Society to assist with the cost of hosting the BC Seniors Performing Arts Festival to be held on 2019 November 09 at the James Cowan Theatre, Shadbolt Center for the Arts.

CARRIED UNANIMOUSLY

Without objection by any member, the main motion was adopted, **AS AMENDED**.

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 – COMMUNITY GRANTS**

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

MOVED BY MAYOR HURLEY
SECONDED BY COUNCILLOR WANG

THAT a grant in the amount of \$15,000 be awarded to the Pro Motion Research Institute and the Fortius Foundation in support of the KidsMove Schools program in 2019/2020.

CARRIED UNANIMOUSLY

b) #19.49. Burnaby Hospital Foundation
Annual Gala

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

MOVED BY MAYOR HURLEY
SECONDED BY COUNCILLOR MCDONELL

THAT this grant application be **DENIED**.

CARRIED UNANIMOUSLY

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

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

Request: \$5,000

CPA: 2018 – No Application
2017 – No Application
2016 – No Application

MOVED BY COUNCILLOR WANG
SECONDED BY MAYOR HURLEY

THAT a grant in the amount of \$2,500 be awarded to the Heights Neighbourhood Association to assist with the cost of hosting the Burnaby Heights Art Crawl held on 2019 September 28 on Hastings Street.

CARRIED UNANIMOUSLY

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

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

MOVED BY MAYOR HURLEY
SECONDED BY COUNCILLOR WANG

THAT a grant in the amount of \$2,500 be awarded to the Dutch Liberation 2020 Canadian Society in support of the 75th Commemorative European Liberation project in 2020.

CARRIED UNANIMOUSLY

9. **NEW BUSINESS**

Councillor Wang – Notice of Motion - City's Community Spirit Award

Councillor Wang provided the Committee with the following Notice of Motion:

“THAT staff investigate the feasibility of the City providing an annual bursary to one outstanding student in each public Burnaby high school who has participated in a City supported program for or with the Burnaby School District, and who requires financial assistance in attending a post-secondary institution in Canada.”

Without objection by any member, the Notice of Motion was waived and the motion was before the Committee:

MOVED BY COUNCILLOR WANG
SECONDED BY MAYOR HURLEY

THAT staff investigate the feasibility of the City providing an annual bursary to one outstanding student in each public Burnaby high school who has participated in a City supported program for or with the Burnaby School District, and who requires financial assistance in attending a post-secondary institution in Canada.

CARRIED UNANIMOUSLY

The Committee requested that staff investigate the bursary amount and criteria.

Staff undertook to follow-up.

10. **INQUIRIES**

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

11. ADJOURNMENT

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR WANG

THAT the Open Committee meeting do now adjourn.

CARRIED UNANIMOUSLY

The Open Committee meeting adjourned at 4:02 p.m.

Nikolina Vracar
Administrative Officer 2

Councillor Sav Dhaliwal
Chair

From: Claire Preston [REDACTED]
Sent: May-28-19 8:21 AM
To: Clerks
Subject: Delegation Request: City Council

Hello

I would like to appear as a delegate regarding ways the city can be a leader in reconciliation.

I will be the only presenter.

Claire Preston

[REDACTED] Burnaby BC [REDACTED]
[REDACTED]



TO: City of Burnaby Clerks Office

Re: **Request to appear before Executive of Council on November 6th 2019**

From: Antonia Beck

On behalf of the Burnaby Neighbourhood House Board of Directors

Date: October 3, 2019

Dear Executive of Council members,

IT has been suggested by staff that the Burnaby Neighbourhood House board of directors appear before the executive of council to provide an update on the North House and request that a permanent home be considered within a City owned development in North Burnaby.

Highlights from the BNH presentation to council earlier this year:

- The Neighbourhood House is a busy place and is a place where residents of all ages and diverse backgrounds can connect, engage and belong. Both Neighbourhood House storefronts are bustling with low-cost and free programs and we see the increased need for making connections and creating a sense of belonging. Our community hubs are places where residents can drop in, have a coffee and learn about local information.
- The community has embraced the opportunities that our spaces provide and our services have expanded to serve more people in extended hours, programs and opportunities – Last year we recorded over 200 thousand contacts with individuals by staff or volunteers.
- Our growth is really attributed to the involvement of local residents, community partnerships, the support of the city and Burnaby businesses and diverse funders.
- We strive to be responsive to community needs and to make our neighbourhoods great places to live.
- Our work is intentional, and collaborative; with a focus on community engagement and volunteerism – 700+ volunteers who logged close to 23,000 volunteer hours last year.
- We strive to ensure that all Burnaby residents have access to programs and supports and many of our programs address multi-barrier individuals and families.

We acknowledge and thank the city for the change in policy which provided some financial relief with Burnaby Neighbourhood House's high operating costs.

Given that the two Neighbourhood Houses are public community places with low barrier programs, they offer a proven model of community engagement and nimbly responding to local needs, can the City increase support in order to sustain the infrastructure of the Burnaby Neighbourhood Houses? The City is growing and so are the local social needs of our neighbourhoods. The North House is currently very vulnerable to the decisions of private landlords. The \$20,000 increase to the rent was accepted but is not sustainable given the current funding climate. The current lease was renewed for only a 2 year period and will end August 2021.

Our Mission is to make neighbourhoods better places to live.

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



Our immediate request to City to the City is twofold:

1. Can the City work with Burnaby Neighbourhood House to find a permanent solution for the North House connected to a City owned facility or a future development. Perhaps connected to the Confederation development. This would provide stability to the infrastructure of the Neighbourhood House and support our growing work in North Burnaby.
2. Can the City consider increasing the financial support available to the Burnaby Neighbourhood House given that we are operating two independent Neighbourhood Houses under one legal entity? BNH was limited to \$25000 that was divided between the two operations. Alternatively, can the city provide increased financial relief to the South House lease which is \$54,000 annually?

We look forward to continuing our conversations and work with you.

Sincerely,



Antonia Beck
Executive Director

Ernie Kashima
BNH Board Chair

Ted Wiens
BNH Strategic Directions Chair



Kim Or
3075 Ellerslie Avenue
Burnaby, B.C.
V5B 4V9
(604) 318-8103

2019 September 30

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

Attention: Councillor S. Dhaliwal, CHAIR

Dear Councillor Dhaliwal,

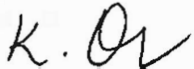
RE: U18 Apex Xplosion Girls Volleyball Team
Volleyball Canada Nationals 2019 Tournament

On behalf of the U18 Apex Xplosion Girls Volleyball Team, we would like to thank you and Burnaby City Council for the City Grant of \$1,000.

Our team had a successful tournament finishing second in their division and had a great time in Toronto.

The support of City Council is greatly appreciated.

Sincerely,



Kim Or
Head Coach



1409 Sperling Ave Burnaby, BC V5B 4J8
T (604) 444-3773 | F (604) 431-9248

DSRF.org | info@DSRF.org | @DSRFCanada
Charitable Donation No.: 89890 7266 RR0001

September 18, 2019

Burnaby City Council
C/O Councillor Dhaliwal
4949 Canada Way
Burnaby, BC V5G 1M2

Dear Councillor Dhaliwal,

RE: One to One Children Programs Grant (#19.40)

I am writing to thank Burnaby City Council for the extremely generous support of our educational programs and services for children with Down syndrome. As a smaller charity, our work in the community simply would not be possible without the partnerships we forge with supporters and we are extremely pleased to count the city among our most important.

The Down Syndrome Resource Foundation believes that education and optimum health care will provide an improved quality of life for people with Down syndrome. Our innovative programs and services provide a firm foundation for lifelong learning. This important work would not be possible without the support of the City of Burnaby.

On behalf our board, staff, and the families that we serve, please accept our sincere thanks and appreciation.

Yours sincerely,



Wayne Leslie
CEO

wayne@dsrf.org



October 4, 2019

Councillor Dhaliwal, Chair
City of Burnaby Executive Committee of Council
c/o Office of the City Clerk
4949 Canada Way Burnaby, BC
V5G 1M2

Re: Grant Request #19.41.p.
Family Match and School Grandparent Program

Dear Councillor Dhaliwal,

Volunteer Grandparents endeavors to support and encourage multigenerational relationships and the concept of the extended family.

On behalf of the Volunteer Grandparents Organization and the families and senior volunteers that we serve, we would like to thank the City of Burnaby Executive Committee of Council for granting us an in-kind printing grant to be used in 2020. The grant will be used to create promotional materials for our organization. Your in-kind support will enable us to continue to *bridge and enrich the generations*.

We truly appreciate your assistance.

Sincerely,



Veronica Grossi
Program Manager
Volunteer Grandparents



October 19, 2019

Mayor Mike Hurley and City Councilors
Burnaby City Hall
4949 Canada Way
Burnaby, British Columbia V5G 1M2
Email: mayor@burnaby.ca

His Worship:

Re: Grant Request #19.51.

The Dutch Liberation 2020 Canadian Society is in receipt of \$2,500.00 based on a grant application funding approval from the City of Burnaby.

The monies will be used to help cover expenses to host commemorate events throughout British Columbia to mark the 75th Anniversary of the Liberation of the Netherlands and Europe from April 2020 to July 2020.

On behalf of the Dutch Liberation 2020 Canadian Society, we express our sincere thanks for your financial support. Please, extend our thanks to Councilor S. Dhaliwal as Chair of the Executive Committee.

We are most grateful for your acknowledgement and we will keep you informed of events and activities planned from April 2020 to July 2020.

Thank you sincerely.

Adriana Zylmans, Ed.D.

President,

Email address: [REDACTED]

Erik van der Ven

Vice-president,

Email address: erik@dutchcanada2020.com



Meeting 2019 November 06

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
EXECUTIVE COMMITTEE OF COUNCIL

DATE: 2019 Oct 30

FROM: DIRECTOR FINANCE

FILE: 7400-02

SUBJECT: BURSARY AWARD POLICY AND PROGRAM

PURPOSE: To present the proposal of an annual bursary award to be awarded to one outstanding student in each public secondary school in Burnaby.

RECOMMENDATION:

1. **THAT** the Executive Committee recommend Council adopt the proposed City of Burnaby Bursary Award Policy and Program as outlined in this report.
2. **THAT** a copy of this report be sent to Burnaby School District 41.

REPORT**1.0 INTRODUCTION**

At the 2019 October 01 Executive Committee of Council, staff were requested to investigate the feasibility of the City providing an annual bursary award to one outstanding student in each Burnaby public secondary school who has participated in a City supported program for or with the Burnaby School District, and who requires financial assistance in attending a post-secondary institution in Canada.

This report provides a proposed City of Burnaby bursary award policy and program that may be adopted by the Committee and Council to acknowledge outstanding graduating Burnaby public secondary school students, in need of financial support, whose post-secondary education will allow them to make meaningful contributions to their communities.

2.0 POLICY SECTION

The proposed City of Burnaby Student Bursary Award Policy aligns with the following strategic goals and objectives of Council.

To: *Executive Committee of Council*
 From: *Director Finance*
 Re: *Bursary Award Policy and Program*
 2019 Oct 30..... Page 2

Goal

- **A Connected Community**
 - **Partnership –**
Work collaboratively with businesses, educational institutions, associations, other communities and governments
- **An Inclusive Community**
 - **Serve a diverse community –**
Ensure City services fully meet the needs of our dynamic community
- **A Healthy Community**
 - **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

3.0 BACKGROUND

There are currently eight (8) public secondary schools in Burnaby School District 41 that offer comprehensive Grade 8 through 12 provincially and locally developed educational programs and services. These programs are designed to provide students with the courses necessary to enter university, college, or other post-secondary education, as well as the skills and training necessary to pursue career and vocational opportunities upon successful completion of Grade 12.

The difference between a bursary and a scholarship is that a bursary is based on financial need of the person receiving an award while a scholarship is based on academic excellence or earned merit.

4.0 DISCUSSION AND ANALYSIS

4.1 Survey of Lower Mainland Municipal Bursary/Scholarship Programs

To establish 'best practices' staff conducted a telephone survey of Lower Mainland municipalities to inquire whether their municipality has a secondary school bursary/scholarship program in place for graduating students. Attachment 1 provides the results of this survey. Of the eleven municipalities surveyed, three have bursary/scholarship programs in place that are specifically geared to secondary high school students, namely the cities of Port Moody and North Vancouver, and the District of North Vancouver. All have established eligibility criteria and annual bursary/scholarship awards which range from \$775 to \$1,000 per eligible student.

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The cities of Port Moody and North Vancouver require students to make an application for the bursary/scholarship. The District of North Vancouver leaves the onus on the secondary school to select a nominee for the district's 'Centennial Bursary Awards Program'. While the City of Richmond recognizes and acknowledges youth achievements, their program does not specifically focus on outstanding graduating students who pursue post-secondary education.

4.2 Ministry of Education Scholarship Program

While not specifically focused on graduating public secondary school students, it should be noted that the British Columbia Ministry of Education's 'Student Scholarship Program' also recognizes student achievement and encourages students to pursue post-secondary education. In fiscal 2018-2019, the Ministry of Education has allocated 5,500 scholarships pro-rated to school districts and independent school authorities based on their September 30th Grade 12 enrolments. Winners will receive a \$1,250 voucher in October 2019 that can be redeemed at a designated post-secondary institution or an authorized trades training provider, once tuition equal or greater than the amount of the voucher has been paid. To be eligible for the Provincial Scholarships Program, an individual must:

- Be a Canadian citizen or permanent resident (landed immigrant) at the time of registration in the school year for which the scholarship is awarded;
- Be a British Columbia resident;
- Be or have been in the school year for which the scholarship is awarded:
 - Enrolled in a British Columbia public school (including Distributed Learning schools), or
 - Enrolled in a Group 1, 2, or 4 British Columbia Independent School, or
 - Enrolled in a Continuing Education Centre, or
 - Registered with a public, independent, francophone or distributed learning school in British Columbia as a homeschooled child;
- Meet the selection criteria for each scholarship; and,
- Be graduating in the same year the scholarship is awarded.

4.3 Proposed City of Burnaby Bursary Award Program

Similar to other municipalities, staff are proposing the City establish a bursary award program that, in coordination with the School District recognizes a graduating student's educational achievements, community involvement, as well as financial need, and encourages them to pursue further education through providing a bursary award. To this end, staff have developed a proposed Bursary Award Policy and Program that establishes eligibility criteria and takes into consideration the financial needs of a student so to provide assistance and encouragement to promising students who may be challenged by the cost of post-secondary education. An annual bursary award of \$1,000 would be provided to one eligible student nominated by each public secondary school in Burnaby. The City currently has 8 secondary schools and therefore a total of \$8,000 (\$1,000 for each secondary school) would be provided by City Council in annual bursary awards. These

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awards would be funded from the Community Grants Program. Attachment 2 outlines the proposed Bursary Award Policy and Program.

5.0 RECOMMENDATION

Staff have reviewed the feasibility of establishing a bursary award program and have determined that it would be in the best interest for the City and its communities to acknowledge and encourage those graduating Burnaby public secondary school students who have demonstrated outstanding leadership qualities, community involvement and financial need, through offering a bursary award for those choosing to pursue a post-secondary education. To this end, staff have developed a draft City of Burnaby Bursary Award Policy and Program for consideration by the Executive Committee. This policy outlines eligible criteria for receiving a bursary award, including the amount of the award, the nomination and selection process.



Noreen Kassam, CPA, CGA
DIRECTOR FINANCE

NK:DS / md

Attachments: 1 – *Survey of Lower Mainland Municipalities – Bursary/Sponsorship Programs*
2 – *City of Burnaby Bursary Award Policy DRAFT*

Copied To: City Manager
City Clerk

**SURVEY OF LOWER MAINLAND MUNICIPALITIES
BURSARY/SCHOLARSHIP PROGRAMS**

Municipality	Student Bursary / Scholarship Program Yes or No	Description of Program and Bursary Award	Evaluation / Eligibility Criteria
City of Abbotsford	No		
City of Coquitlam	No		
City of New Westminster	No		
City of North Vancouver	Yes	<p>As part of the City's Youth Centennial Scholarship Program, which is administered by the North Shore Community Foundation on behalf of the City, the program provides annual scholarships to youth who have demonstrated outstanding community service and who are pursuing post-secondary education.</p> <p>5 scholarships of \$1,000 are awarded by the City each year. Funding of the scholarships (\$5,000) comes from the interest earned by the Foundation.</p> <p>The City appoints an internal Scholarship Adjudication Committee to review application forms and nominate recipients. City Council determines the award winners.</p>	<ul style="list-style-type: none"> • Individual achievement(s) are taken into consideration including, but not limited to, arts/athletics/academics and overcoming adversity; • Applicants must demonstrate outstanding community service in the City or elsewhere (more than 30 hours); • Financial need is a relevant factor; • Applicants must be in grade 12 and eligible to graduate (within 1 year of application) from any public or private secondary school; • Applicants must have a satisfactory Grade Point Average; • Applicants must have the intention to pursue secondary education and/or training; proof of full-time registration in a post-secondary institution or training is required before money is disbursed to the student's credit at the school.
City of Port Coquitlam	No		

**SURVEY OF LOWER MAINLAND MUNICIPALITIES
BURSARY/SCHOLARSHIP PROGRAMS**

Municipality	Student Bursary / Scholarship Program Yes or No	Description of Program and Bursary Award	Evaluation / Eligibility Criteria
City of Port Moody	Yes	<p>Grade 12 students who intend to pursue a post-secondary education after they graduate, can apply to the Port Moody Youth Scholarship Program.</p> <p>A \$1,000 scholarship awarded to one (1) student in Port Moody, each year.</p> <p>If selected, the City will present the student with a cheque after providing proof of registration at a recognized post-secondary institution (arts, academic, business, athletic, and vocational).</p>	<p>A Port Moody resident, or student attending a Port Moody school, who's enrolled in Grade 12, can apply.</p> <p>Students Must Demonstrate:</p> <ul style="list-style-type: none"> • Leadership in, and contributions to their school/community; • Excellence in academics, athletics, arts or technical education; and • Good academic standing (B average). • Financial need.
City of Surrey	No	<p>As part of the "Honey Hooser Scholarship", \$500 is awarded each year to a graduating post-secondary student, or to a student with an interest in arts and crafts graduating from a post-secondary school in Surrey or to a person with disabilities interested in arts and crafts. Individuals must submit an application for review to the City of Surrey.</p>	

**SURVEY OF LOWER MAINLAND MUNICIPALITIES
BURSARY/SCHOLARSHIP PROGRAMS**

Municipality	Student Bursary / Scholarship Program Yes or No	Description of Program and Bursary Award	Evaluation / Eligibility Criteria
City of Richmond	No	<p>As part of the City's U-ROC (Richmond Outstanding Community) Youth Awards, the City asks for professionals and community members working with youth, who know of an "Outstanding Youth", "Asset Champion", or "Youth Group", to nominate them for an award. Awards are given in three categories:</p> <p><u>"Outstanding Youth"</u> – nominated for displaying exceptional qualities, making Richmond a better place and overcoming barriers towards their personal success;</p> <p><u>"Asset Champions"</u> – these are adults who have shown dedication and commitment to helping youth build Developmental Assets. They go out of their way to inspire, mentor and make a difference in the lives of youth;</p> <p><u>"Youth Group"</u> – recognizes groups of youth who have made significant accomplishments as a team, such as volunteering their time, working on a special project, or have gone the extra mile to be inclusive and welcoming.</p>	
City of Vancouver	No		
District of North Vancouver	Yes	<p>As part of the District's "Centennial Bursary Awards Program," the Districts provides a bursary of \$775 (2019) to one (1) student in each of the District's 7 secondary schools based on established criteria. The scholarship is from a trust fund endowed in 1958.</p> <p>Applications and nominations are made through each of the 7 high schools in the District.</p>	<p>Criteria:</p> <ul style="list-style-type: none"> • Qualities of scholarship, leadership, character, and need. • Must be resident for the last two years within the District; • No other financial award is being granted to the student; • Money must be used to continue the student's education at a post-secondary institution.
Township of Langley	No	<p>As part of the Community Grants Program, the Township of Langley provides high school "Dry Grad" grants based on requests from high school "dry grad" committees that support the promotion of alcohol and drug free events. Maximum one grant per school to a maximum of \$250.</p>	



Bursary Award Policy - DRAFT

POLICY PURPOSE

The City of Burnaby Council recognizes the importance of a post-secondary education in a student's career pursuits and the value of a well-trained workforce in the region's continued economic vitality. To that end, the City of Burnaby Bursary Award Program is intended to enhance the future of Burnaby public secondary school students by recognizing outstanding leadership qualities, volunteerism, and community involvement, and encourage them to pursue post-secondary education and training.

POLICY STATEMENT

The City of Burnaby Bursary Award Policy recognizes eligible Burnaby public secondary school students, residing in Burnaby, who are working towards successful completion of Grade 12 and are continuing their education and training with a post-secondary institution. The financial needs of a student are taken into consideration in order to prioritize and provide assistance and encouragement to promising students that may be challenged by the cost of post-secondary education.

ELIGIBILITY CRITERIA

To be eligible for a City of Burnaby Bursary, students must meet the following criteria:

- Be a Canadian citizen and a resident of the City of Burnaby;
- Be in Grade 12 and eligible to graduate (within the year of application) from a public secondary school in Burnaby School District 41;
- Must have a satisfactory Grade Point Average;
- Be accepted to a full-time program of studies at a post-secondary institution in Canada, such as universities, community colleges, technical schools – proof of full-time registration in a post-secondary institution shall be required before any bursary award payment is made to a recipient;
- Student must have successfully participated in a City supported program for or with the Burnaby School District within the two years prior to graduation, and can demonstrate outstanding community involvement, volunteerism, or exemplary academic standing;
- No other financial award is expected by the student; and,
- Students who demonstrate financial need (family income below \$50,000) will be given priority.

For the purpose of processing City of Burnaby bursary awards, a student's personal information will be collected under the authority of the Freedom of Information and Protection of Privacy Act, Section 26(c). A student's personal information is used for the purpose of verifying eligibility, selecting successful candidates, and processing the scholarship payment.

BURSARY AWARD

A bursary award of \$1,000 shall be awarded to one student in each public secondary school in Burnaby each year, and shall be based on established eligibility criteria.

SELECTION AND NOMINATION PROCESS

The City of Burnaby Mayor's Office shall forward the Nomination Form, by February 1 of each year, to appropriate personnel at each School District 41 public secondary school (Attachment).

Each Burnaby public secondary school shall nominate three potential bursary award recipients based on established eligibility criteria, and shall complete and return the Nomination Forms to the City of Burnaby Mayor's Office by May 1, of each year. A copy of the post-secondary registration form must be attached to the Nomination Form to confirm registration with a post-secondary institution.

Subsequent to review of submitted Nomination Forms by the Mayor and two members of the Executive Committee, the Mayor's Office shall forward a congratulatory letter to the successful recipient, with a copy to the appropriate secondary school principal. A certificate will be presented by a City Councillor or designate to the recipient at a succeeding Council meeting.

PAYMENT OF BURSARY AWARDS

The City of Burnaby Mayor's Office shall complete payment requisitions for each bursary recipient and forward to the Finance Department for processing.

ATTACHMENT

Bursary Nomination Form



BURSARY NOMINATION FORM

PLEASE PRINT OR TYPE

Burnaby Secondary School: _____

Grade: _____

GPA (Grade Point Average): _____

Nominee: _____

Student Name

Address

Postal Code

Home Phone Number

Criteria Which **Must** be met as per City of Burnaby Bursary Policy:

- Be a Canadian citizen and a resident of the City of Burnaby;
- Be in Grade 12 and eligible to graduate (within the year of application) from a public secondary school in Burnaby School District 41;
- Must have a satisfactory Grade Point Average (B average or higher);
- Be accepted to a full-time program of studies at a post-secondary institution in Canada, such as universities, community colleges, technical schools – proof of full-time registration in a post-secondary institution shall be required before any bursary payment is made to a recipient;
- Student must have successfully participated in a City supported program for or with the Burnaby School District within the two years prior to graduation, and demonstrate outstanding community involvement, volunteerism, or exemplary academic standing;
- No other financial award is expected by the student; and,
- Students who demonstrate financial need (annual family income under \$50,000) will be given priority.

Family Income per year: (Please check-off one box)

\$30,000 and under	
\$30,000 to \$50,000	
\$50,000 to \$70,000	
\$70,000 to \$90,000	
\$90,000 to 100,000+	

Detailed description of student's participation in a city supported program for or with the Burnaby School District (within 2 years of graduation):

Detailed description of student's outstanding community involvement, volunteerism, and/or exemplary academic standing:

Secondary School Principal

Date

Forward this Bursary Award Nomination Form to the City of Burnaby Mayor's Office by May 01.



Meeting 2019 November 06

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
EXECUTIVE COMMITTEE

DATE: 2019 October 30

FROM: DIRECTOR PLANNING AND BUILDING **FILE:** 2155 01

**SUBJECT: TRUTH AND RECONCILIATION COMMISSION OF CANADA
'CALLS TO ACTION' FOR LOCAL GOVERNMENT – PROPOSED
FRAMEWORK FOR FURTHER ACTION**

PURPOSE: To propose a framework for further action regarding the City of Burnaby's efforts to implement the Truth and Reconciliation Commission of Canada's 'Calls to Action' for local government.

RECOMMENDATIONS:

1. **THAT** the Committee request Council to approve implementation of the proposed framework as described in *Section 5.0* of this report.
2. **THAT** the Committee request Council to approve the establishment of a new staff position to implement the proposed framework as described 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 and unceded homelands of the *hən̓q̓əmin̓əm̓* and *Skwxwú7mesh* speaking peoples, and we are grateful to be on this shared territory. 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 POLICY SECTION

The City of Burnaby efforts to implement the Truth and Reconciliation Commission of Canada's 'Calls to Action' for local government are supported by the following Council-adopted policies:

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 Re: Truth and Reconciliation Commission of Canada 'Calls to Action' for Local Governments –
 Proposed Framework for Further Action
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- 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”, which focus 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

3.0 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

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* (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.

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.

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Since that time, staff have been working to implement the eight 'Calls to Action' that specifically name municipal governments or which refer to 'all levels of government' in areas of local government jurisdiction/involvement. At its 2019 October 07 meeting, Council received an update regarding these efforts.

4.0 RECONCILIATION EFFORTS IN BURNABY

To-date, staff implementation of the 'Calls to Action' has focused on:

- initiating staff-to-staff relationships with local Nations;
- recognizing and beginning the work of physically demonstrating ancestral and ongoing Indigenous presence on this land; and,
- developing, with input from local Nations, appropriate language for verbal and written territory acknowledgement at a corporate level.

This work has resulted in, for example, the creation of an Indigenous Learning Week (in partnership with the Burnaby School District) and Matriarch's Garden at Burnaby Village Museum; the development of School/Public Programs at Burnaby Art Gallery that incorporate and feature Indigenous content; and the creation of staff guidelines which inform and actualize territory acknowledgment at City events and in civic documents.

Another significant piece of work has been the creation of an Indigenous Learning House at Burnaby Village Museum. This space is staffed and animated by Indigenous Educators who work closely with local First Nations, Indigenous artists, elders and knowledge keepers to develop Indigenous curriculum materials for Museum visitors. This work has also informed other related City processes, and has formed a critical cornerstone of City reconciliation related efforts to implement Action #47 of the TRC Final Report.

These processes and projects have strengthened staff relationships with local Nations and have established a baseline for possible further action to implement the TRC 'Calls to Action' for local governments at a corporate level.

5.0 PROPOSED FRAMEWORK FOR FURTHER ACTION

Following input from local Nations, and based upon staff learnings to date from working to implement the 'Calls to Action' for local government, the following framework is proposed for further reconciliation efforts.

5.1 Initiate Government-to-Government Relationships

It is proposed that Council formally initiate relations with the following Local Nations on a government-to-government (Council-to-Council) level: the Katzie; Kwantlen; Kwikwetlem; xʷməθkʷəy̓əm (Musqueam); Skwxwú7mesh Úxwumixw (Squamish); and Tsleil-Waututh Nations. This is an appropriate 'next step' in implementing the TRC 'Calls to Action' while working with the governance structures of Nations. The creation of such connections aims to

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recognize and address the consequences of colonial policies and the corresponding lasting impacts experienced by Indigenous peoples, while establishing effective working relationships.

If approved, staff would support Council with the necessary contacts and protocol/process information in order to formally initiate relationships. Once established, these relationships will guide the identification of specific further processes, projects and efforts to advance reconciliation at a corporate level.

5.2 Build Organizational Cultural Competency

'Call to Action' #57 of the TRC Final Report, references the crucial importance that training for public servants plays in the implementation of reconciliation efforts at a government level. The creation and formalization of Canada's governance structures occurred at a time in our country's history that was characterized by overt and systematic attempts at destruction of Indigenous peoples and their ways of life. The impacts of these structures, and associated injustices, continue to reverberate for Indigenous peoples and Nations. As such, it is only with concerted effort and awareness on the part of the governments of today, via the individuals that work within them that operations and practices can shift from those rooted in colonization to those that embrace reconciliation.

Given this context it is recommended that a plan be developed to provide all City of Burnaby staff, including exempt and senior staff, with targeted education opportunities, which:

- introduce the rich diversity of First Nations, Métis and Inuit cultures and communities both locally and across Canada;
- provide essential knowledge regarding the history of Indigenous-settler relationships and the human, social and economic impacts of past government policies and practices;
- identify details of current civic efforts towards reconciliation; and,
- create opportunities for personal and professional insight into how individuals can contribute to positive change.

If approved, staff, in consultation with local Nations, would bring forward a more detailed content outline and rollout strategy for Council approval.

5.3 Coordinate and Prioritize Reconciliation Efforts

As corporate reconciliation efforts increase and more staff are engaged in associated activities, there is a need to coordinate and prioritize information, consultation, and collaboration opportunities with local Nations. It is proposed that this be addressed via the creation of a new staff position (Planner 3), located within the Planning and Building Department, to oversee implementation of the City's framework for reconciliation.

If approved, this position would serve as the City's primary contact for its relationships and interactions with local Nations. Other staff requests and communications would be managed through this position. As well, this position could support Council in its initiation of official

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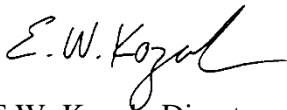
relationships with local Nations and could organize subsequent discussions with their respective leadership regarding which processes/items/efforts should be prioritized moving forward. As relationships with local Nations are formed, this work may be further supported and guided through the use of consultants who are experts in this field.

6.0 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, community institutions, and all levels of government including local government. Since 2016 the City of Burnaby has been working to implement those directed towards local government.

To further these efforts, it is recommended that the Committee request Council to approve implementation of the proposed framework as outlined in *Section 5.0* of this report. It is also recommended that the Committee request Council to approve the establishment of a new staff position to implement the proposed framework as described 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 Engineering
 Director Public Safety and Community Services

Chief Librarian
 City Solicitor
 City Clerk
 Director Human Resources

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Meeting 2019 Nov 6

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
EXECUTIVE COMMITTEE OF COUNCIL **DATE:** 2019 OCT 24

FROM: DIRECTOR - PARKS, RECREATION &
CULTURAL SERVICES **FILE NO:** 02410-20

SUBJECT: FESTIVALS BURNABY PROGRAM – SMALL SCALE EVENT
19-S-011 OPEN WORLD FOR KIDS FOUNDATION SOCIETY

PURPOSE: Grant Approval Request

RECOMMENDATION:

1. **THAT** the Festivals Burnaby Grant request from the Open World for Kids Foundation Society for Annual Christmas Celebration For Kids to be held on 2019 December 21 be received.

REPORT

Festivals and Special Events: Small Scale Event

Grant File 19-S-011: Open World for Kids Foundation Society

Application Received: 2019 October 15

Project Budget: \$10,698

Project Request: \$2,900

Previous Support: 2017 Small Scale Festivals Burnaby Grant \$1,500

An application request for \$2,900 has been received from the Open World for Kids Foundation Society for the Annual Christmas Celebration For Kids held on 2019 December 21 at Serbian Centre/St. Archangel Michael Serbian Church. This event will showcase a traditional European theatrical performance as well as traditional games, traditional artisans, food vendors and gifts for children from Santa.

The Open World for Kids Foundation Society was founded in 2012. The goal of this event is to promote peace and unity among Russian-speaking people of the community and to welcome anyone who may want to learn about their traditional New Year and Christmas Celebration and to keep and preserve cultural, historical and national European heritage.

To: Executive Committee of Council
From: Director Parks, Recreation & Cultural Services
Re: Festivals Burnaby Program –Small Scale Event
2019 Nov 6 Page 2

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



Dave Ellenwood
DIRECTOR - PARKS, RECREATION & CULTURAL SERVICES

DE:hbmo
19-S-011 OPEN WORLD FOR KIDS FOUNDATION SOCIETY

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 \$18,846.00
4. Total cost of the project/event/program etc.: \$221,198.00

B. GETTING TO KNOW YOU

1. What kind of applicant are you?

☒ Local Registered Non-Profit SocietySociety No: S0048205Date of Incorporation: October 25, 2004☐ 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: Tourism Burnaby3. Group/Organization Street Address: 309-4603 Kingsway, Burnaby BC, V5H 4M44. Website (if applicable): tourismburnaby.com

5. Grant Application Main Contact Person

Name: Jennifer ScottPhone: 604-419-0377Email: jscott@tourismburnaby.com

6. Contact person #2

Name: Jeaneen BrinerPhone: 778-554-2033Email: jeaneen.briner@gov.bc.ca

7. Number of Volunteers

Confirmed: 90Expected: 150

C. THE PROJECT/EVENT/PROGRAM

1. Name of the Project/Event/Program: 2019 World Ringette Championships

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

Bill Copeland Sport Centre/ Fortius Sport & Health / Burnaby 8 Rinks/ Hilton Vancouver Metrotown

3. Project/Event/Program Start Date: November 23, 2019

4. Project/Event/Program End Date: December 1, 2019

D. PURPOSE OR BENEFIT

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

1. The 2019 World Ringette Championship is the world's preeminent ringette competition. The event is held every two years and features crowns best international ringette athletes. Participating countries include Canada, USA, Sweden, Finland and Czech Republic. In total, eight teams will travel to Burnaby to compete in a week long competition, battling for international supremacy.

The event draws a number of international spectators as friends and family travel to watch the tournament and cheer on their athletes. The WRC's are known for their passionate, boisterous fans who bring the event to life.

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

2. The 2019 World Ringette Championships run from November 23- December 4. Full details below. In addition to the competition the event features a staging competition, opening ceremonies, VIP receptions, coaching clinics, school program, grassroots participation opportunities and the International Ringette Federation's AGM.

The 2019 WRC's are more than just a ringette tournament, we are fully leveraging this event to maximize this hosting opportunity and create a positive economic, social and sport legacy for Burnaby.

Event Structure:

Nov 23: Teams/Delegates Arrive

Nov 25: First day of practice, Opening Ceremonies

Nov 26-Dec 1: Competition

Dec 2-4: IRF AGM/Meetings

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

3. We are requesting a grant of \$18,846 to offset the venue rental of Bill Copeland Sport Centre for the duration of this event. The requested amount is 7% of the total projected revenue with the remaining revenue coming from other sources. The event aligns with the Official Community Plan, Burnaby Social Sustainability Strategy and the Economic Development Strategy.

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 benefits to Burnaby residents fall in three categories:

SPORT

- Through a partnership with Ringette BC and Sport BC, over 500 Burnaby students will have the opportunity to try gym ringette (ringette modified to the gym) at four Burnaby Community schools (Edmonds, Lochdale, Maywood and Stoney Creek). Qualified instructors will go to these schools to lead the interactive sessions in the lead up to the 2019 WRC's.
- These Burnaby students will then receive complimentary transportation and tickets to a 2019 WRC games so they have a barrier-free opportunity to watch ringette at the highest levels
- We are in discussions with a Burnaby high school to provide volunteers for the event
- Any legacy funds will be used to help develop ringette in the region, targeting grassroots, capacity building and high performance initiatives

SOCIAL

- The event builds organizational capacity, social cohesion and connections within Burnaby

- Give Burnaby residents the opportunity to watch this dynamic, female-lead team sport. Tickets are reasonably priced (\$10-25)
- There are several community engagement opportunities designed to inspire the next generation – i.e. opportunity to skate with Team Canada, autograph sessions etc.
- Through a partnership with KidSport BC and a local sponsors, we are providing complimentary tickets to families that would not be able to attend otherwise. These families would have received a KidSport grant for ringette last season and will receive free tickets to the 2019 WRCs

ECONOMIC

- This event is expected to generate a \$1.8M economic impact in Burnaby and generate over \$33,000 in direct municipal taxes
- We anticipate over 7,000 spectators will attend the event translating to enhance concession sales at Copeland
- The Organizing Committee and International Ringette Federation will use the City's catering services when at Copeland
- The event is directly using 3 hotel properties and all hotels will see the benefit of this event in this need period
- The webcast showcases Burnaby as an excellent place to host events and generates positive coverage around Canada, USA and Europe

All Burnaby residents will indirectly benefit from this event and we estimate that over 1,500+ Burnaby residents will directly benefit from the event.

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

Social Sustainability Plan:

- Helps create a thriving recreational and sport scene
- Promotes inclusivity, community inclusion, community livability

Official Community Plan:

- A More Complete, and Involved Community – creating inclusive, accessible experiences within
- Leverages existing infrastructure to generate economic activity in Burnaby

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.

Our community partners include:

Burnaby Board of Trade
Burnaby School Board
Lower Mainland Ringette League (Burnaby New West Ringette Association is a member)
Fortius Sport & Health
Canlan Ice Sport (Burnaby 8 Rinks)
viaSport
Sport BC
Ringette BC (head offices in Burnaby)
Ringette Canada
International Ringette Federation

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 scale back our budget for the following initiatives:

- Marketing and Communications
- Volunteer Recognition
- Legacy and Community Engagement
- Athlete Food

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)

There are several measures of success:

QUANTITATIVE

1. Deliver the event with a surplus that creates a strong legacy fund for the local ringette community
2. Ticket sales exceed expectations, with sold out crowds for all Canada v Finland games
3. Excellent social media engagement
4. Increased webcast views from 2017 event
5. Increased traffic on Tourism Burnaby website and social media platforms

QUALITATIVE

1. Positive feedback from external partners - teams, the IRF, volunteers, spectators etc.
2. Positive feedback from internal partners – City staff, hotels, venues, Burnaby Community Schools etc.
3. Feedback that the event is better and stronger because it was hosted in Burnaby
4. Ability to leverage this event to host other major national/international event, build Burnaby's brand
5. Enhance existing partnerships, develop new partnerships

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

The Organizing Committee will send out surveys to teams, volunteers to collect feedback. We will also conduct a debrief with various partners and that feedback will be compiled into a final report.

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...)		39
Grants (All federal, provincial, municipal, foundation and gaming grants)		18
Donations and Sponsorships (Cash)		26
Donations and Sponsorships (In-kind)		5
All donations (cash/in-kind) provided by the City of Burnaby		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.

N/A - we will only host this event once

For question #3 below:

Tourism Burnaby received a fee waiver to offset the venue rental fees associated with hosting the 2016 World Junior Taekwondo Championships at Bill Copeland Sport Centre.

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					
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 rationale for the increase.

N/A

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

Goal 1:

Increase visitation to Burnaby

Description:

Tourism Burnaby is a leading, sector-focused destination marketing and resource organization that develops, promotes and assists in the city's tourism growth through innovative community, regional and partner programs.

Goal 2:

Increase the visibility of Burnaby

Description:

Goal 3:

Work with partners increase Burnaby's tourism economy

Description:

6. Please complete the following:

	Previous Year	Current Year
Number of volunteers (including Board)	8	8
Volunteer hours per year	500	500
Number of voting members	7	7

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)

As Burnaby's Destination Marketing Office, Tourism Burnaby is responsible for driving the City's tourism economy. Tourism Burnaby works to showcase the city as an inviting and welcoming city to all - a city that has a space for everyone. Tourism Burnaby recently updated it's consumer facing brand, to focus on Burnaby's diversity – leveraging this City's array of landscapes, cultural expressions, restaurant scene and experiences (arts, culture, sports, shopping etc.). Tourism Burnaby recognizes Burnaby's greatest asset is its diversity and works to showcase that to the world.

G. INSURANCE AND ACKNOWLEDGEMENT*

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

2. If yes, what coverage?

General Liability to \$2 million

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

The City of Burnaby will be recognized in the top tier of event partners with premium logo placement on all event marketing materials, event web platforms and in-house announcements. Arrangements have been made for the Mayor to bring greetings at both the Opening Ceremonies and VIP Reception as well as be involved with an on-ice presentation during a key game. Council, Commissioners and key staff have been invited to attend the VIP Reception and attend a key game.

H. FINANCIAL INFORMATION*

CITY OF BURNABY COMMUNITY GRANT PROGRAM	
OPERATING BUDGET FOR ORGANIZATION OR PROGRAM	
Name of Organization:	Tourism Burnaby, Program is the 2019 World Ringette Championships
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. Young Canada Works Program			Y	\$9,500 for intern position through Tourism B
2.				
3.				
Provincial Government (Specify)				
1. Hosting BC		\$25,000	Y	
2. Tourism Event Program		\$10,500	y	
3				
Local Government (Specify)				
1.				
2.				
3.				
Sponsorships (Specify)				
1. Corporate/ community sponsors		\$10,000	y	
2.				
3.				
Earned Revenue				
1. Program sales		\$10,000	n	
2. Ticket sales		\$75,000	\$38,500 sold	
3. Merchandise		\$2,500	n	
Fundraising (Net Revenue)		\$10,000	n	
Individual Donations		\$0		
In Kind Sources		\$10,000		various vendors
Investment Income				
Other Sources (Specify)				
1. Tourism Burnaby		\$40,000		
2.				
3.				
Total Revenue		0	\$193,000	

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		\$62,765	All marketing activities to promote the event
Travel & Vehicles Expenses		\$24,422	Ground transportation for teams and officials
Interest and Bank Charges		\$500	
Licences, Memberships, & Dues			
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		\$1,500	Volunteer training
City Services Expenses		\$18,846	Rental of Bill Copeland Sport Centre
1.			
2.			
3.			
Other Expenses			
1.All other event costs	\$84,414		
2.			
3.			
4.			
5.			
Total EXPENDITURES	0	0	\$192,447
Current surplus (deficit)	0	0	\$553

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 \$10,000.00
4. Total cost of the project/event/program etc.: \$280,876.00

B. GETTING TO KNOW YOU

1. What kind of applicant are you?

☐ Local Registered Non-Profit SocietySociety No: S22454Date of Incorporation: 1987-04-01☒ Registered Charity Charitable No.: 1965 268 RR000 1☐ National/International Non-profit operating locally

Society No: _____

Date of Incorporation: _____

☐ Sport or Recreation Organization☐ Other Specify: _____2. Group/Organization Name: Burnaby Seniors Outreach Services Society3. Group/Organization Street Address: 205 5 Rosser Avenue4. Website (if applicable): www.bsoss.org

5. Grant Application Main Contact Person

Name: Dorothy LeclairPhone: 604-291-2258Email: dorothy@bbyseniors.ca

6. Contact person #2

Name: Faryar MohammadiPhone: 604-291-2258Email: faryar@bbyseniors.ca

7. Number of Volunteers

Confirmed: 25Expected: 40

C. THE PROJECT/EVENT/PROGRAM

1. Name of the Project/Event/Program: Burnaby Seniors Outreach programs

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

2055 Rosser Avenue

3. Project/Event/Program Start Date: 2019-04-01

4. Project/Event/Program End Date: 2020-03-31

D. PURPOSE OR BENEFIT

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

Burnaby Seniors Outreach (BSOSS) is a grassroots charity of seniors helping seniors. With three main program areas: Peer Support, Caregiver Support and Dementia-Friendly Cafe, BSOSS provides services to seniors who are experiencing anxiety, grief, frustration or difficulties around life transitions or health changes.

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

Peer Support Volunteers are warm and compassionate seniors, who, after over 56 hours of training, provide free, confidential, one-to-one counselling services to fellow seniors.

Caregiver Support offers weekly support groups, educations series, e-newsletter and an annual expo to unpaid, family and friend caregivers.

Dementia-Friendly Cafe is a monthly casual gathering of those struggling with cognitive decline and their caregivers. The monthly program includes food, learning and music along with social connections.

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

BSOSS is a Burnaby-based non-profit societies. This operating grant will be used to deliver services to Burnaby seniors and does not exceed 25% of our annual operating budget.

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?

Our programs benefit Burnaby seniors and their caregivers. These benefits range from a one-to-one Peer Support Volunteers who help a senior in distress to set personal goals and provide tools and approaches to help them succeed; sharing of resources, knowledge and emotional support for caregivers to avoid burnout; and a welcoming space for those with dementia and their caregivers to learn coping strategies. From April 2018 to March 19, fifty-five seniors benefited from a Peer Support Volunteer; we held thirty-eight Caregiver Support Groups with a total of seventy-four attendees, one hundred and one attendees came to the Caregiver Education Series, two hundred attendees came to the annual Caregiver Expo, and two-hundred and forty caregivers received the e-newsletters; and the Dementia-Friendly Cafe had 103 participants

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

BSOSS's programs directly align with the Social Sustainability Plan Strategic Priority 2: Celebrating Diversity and Culture, action 37. Build upon the City's Citizen Support Services program to increase community outreach to isolated seniors. Within this action, one of the Possible Partners and their roles are Non-profit agencies and community organizations to provide advice on outreach to seniors.

The Dementia-Friendly Cafe is directly aligned with the City's Dementia-Friendly Community Action Plan. Furthermore, we are starting a new Dementia-Friendly Choir that includes inter-generational participation, aligning with action 38 of the Social Sustainability Plan.

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 Community Services, Burnaby Meals on Wheels, MOSAIC, Burnaby Neighbourhood House, Citizen Support Services, Burnaby's Seniors (55+) Centres, Burnaby Hospital, Alzheimers Society, United Way.

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?

BSOSS fosters a diversity of funding sources to ensure sustainability. City of Burnaby funding provides a solid foundation to ensure ongoing operations that can be leveraged to attract other donors.

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)

The seniors population in Burnaby is growing. The goal of our programs are to help seniors develop skills and tools to adapt to life transitions. However, for seniors who are struggling with health and cognitive decline, the goal posts can be constantly moving.

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

We conduct base-line evaluations of clients and monitor change. Additionally, we use surveys to evaluate specific events.

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...)	0	0
Grants (All federal, provincial, municipal, foundation and gaming grants)	72.7	60
Donations and Sponsorships (Cash)	15.1	27
Donations and Sponsorships (In-kind)	8.8	10
All donations (cash/in-kind) provided by the City of Burnaby	3.4	3

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.

In addition to funding through Community Gaming and local service clubs (Lions and Elks), we have applied for a SPARK program grant through the Centre for Aging + Brain Health Innovation and for a United Way Community-based Seniors' Service grant.

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	\$3000.00	\$3000.00	\$7000.00		\$10000.00
Grant - In-kind					
Permissive Tax Exemption	\$357.00	\$357.00	\$316.00	\$293.00	
Lease Grant	\$1197.00	\$1235.00	\$1273.00	\$1288.00	\$1288.00
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.

We have seen a significant growth in seniors trying to access our programs and are working to expand our services to meet the growing demand.

The growth in demand has come from adapting our programs based on participant feedback. By incorporating seniors and caregivers into program design and redesign, we have attracted new participants who are looking for new approaches to their complex issues.

While it is encouraging for us to know that we are going in the right direction in program delivery, we need to scale our services to meet the need.

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

Goal 1:

Grow the number of Peer Support Volunteers

Description:

We will be offering a range of peer support volunteer options that will attract a broader range of volunteers. These roles will include volunteering during in-house programming (within the Dementia-Friendly Cafe or during a Caregiver Support program) to provide participants with the opportunity to meet one-to-one with a peer support volunteer.

Goal 2:

Evolve the Caregiver Support Program

Description:

Based on our learning from the Dementia-Friendly Cafe, we are looking to evolve our Caregiver Support program to offer more casual events and a focus on personal wellness.

Goal 3:

Further develop the Dementia-Friendly Cafe

Description:

We began the Dementia-Friendly Cafe early in 2018 with the support of the City of Burnaby. We continue to learn for the participants and rapidly adapt the program to meet their needs. In fact, in response to overwhelming response to the music portion of the Cafe, we are starting a Dementia-Friendly choir.

6. Please complete the following:

	Previous Year	Current Year
Number of volunteers (including Board)	25	40
Volunteer hours per year	836	1,000
Number of voting members	124	126

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)

Inclusion is a significant goals of our programs. All of our programs are free to ensure access regardless of socio-economic status. We have several Peer Support Volunteers who speak multiple languages and we look for opportunities to include diverse cultural themes. For example, we hosted a Nowruz (Persian New Year) celebration with program participants helping us with the decorations, food and entertainment.

G. INSURANCE AND ACKNOWLEDGEMENT*

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

2. If yes, what coverage?

Property Insurance \$22,000
Commercial General Liability \$5,000,000
Non-Owned Automobile \$2,000,000
Directors' and Officers' and Employment Practices Liability \$2,000,000

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

We will acknowledge the City's contribution in print materials, at appropriate events, on our website and in our Annual Report.

H. FINANCIAL INFORMATION*

CITY OF BURNABY COMMUNITY GRANT PROGRAM	
OPERATING BUDGET FOR ORGANIZATION OR PROGRAM	
Name of Organization:	Burnaby Seniors Outreach Services Society
For the Fiscal Year:	April 1st, 2019 - March 31st, 2020
Month Fiscal Year Begins:	April
Please check the appropriate box if you have received a Permissive Tax Exemption and indicate amount:	<input checked="" type="radio"/> Yes <input 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. New Horizons for Seniors Program	7600	9650	Y	Volunteer Training
2.				
3.				
Provincial Government (Specify)				
1. Community Gaming Grant	64000	64000	Y	Operations and Program funding
2.				
3.				
Local Government (Specify)				
1. City of Burnaby	7000	10000		
2.				
3.				
Sponsorships (Specify)				
1. Service Clubs	1250	2000		Donation
2.				
3.				
Earned Revenue				
1. Caregiver Expo - Exhibitor fees	970	2000	N	In Feb 2020
2. Interest income	119	100	N	
3.				
Fundraising (Net Revenue)				
Individual Donations	6946	10150	N	Upcoming fundraising campaign
In Kind Sources				
Investment Income				
Other Sources (Specify)				
1. SPARK		26606	Y	Dementia-Friendly Choir
2. Hospital Foundation		5000	N	Caregiver Support
3. United Way		24832	Y	Caregiver Support
Total Revenue	87885	154338		

Expenditures	Prior Year Actual	Current Year Budget	Brief Descriptions/ Comments (type of grant and funding period)
Total Compensation Expense	70348	108102	Increase in staff for new programs
Office Supplies & Expenses	6845	5942	
Program & Event Supplies	8188	10874	Includes Caregiver Support Expo
Advertising & Promotion	4511	11775	
Travel & Vehicles Expenses			
Interest and Bank Charges			
Licences, Memberships, & Dues	731	100	BBOT
Occupancy Costs	2855	5947	Brentwood Community Resource Centre
Professional & Consulting Fees	4614	7500	
Capital Purchases & Improvements			
Amortization of Capitalized Assets			
Donation, Grants, & Scholarship Expense as part of Charitable Activities			
Education and Training for Staff & Volunteers		1600	
City Services Expenses			
1.			
2.			
3.			
Other Expenses			
1. Administration	327	219	
2. Insurance	1984	1944	
3. Honorariums		350	
4.			
5.			
Total EXPENDITURES	100403	154353	
Current surplus (deficit)	-12518	-15	