



Parkinson Society British Columbia

www.parkinson.bc.ca

890 West Pender Street, Suite 600, Vancouver, BC V6C 1J9 • Tel: 604.662.3240 • Fax: 604.687.1327 • Toll free (Canada and US): 1.800.668.3330

Commission Agenda

Date2017 Dec 13

Correspondence(b)

Kathryn Matts, Commission Secretary
Parks Administration Department
#101 – 4946 Canada Way, Burnaby, BC
V5G 4H7

Dear Ms. Matts:

Re: Parkinson Society British Columbia Support Group – Waiver of fee

I am writing on behalf of the support group that currently holds its monthly meeting at Confederation Park Community Centre every second Monday from 1 to 3 pm. The group has been meeting there for many years with attendance of approximately 20 people. As Parkinson's is a progressive disease, this number changes from time to time.

Over the past few months, the Confederation Seniors' Association and the Confederation Centre staff became aware that they had no rental agreement with the Parkinson Society Support group and that neither group was collecting any rent from the support group. Subsequently, they approached the volunteer facilitator of the group to request that the group or the Society begin paying a rental fee.

The Society operates 50 groups across the province. Most of them do not pay a fee to the community centre, church or other facility where they hold their meetings. Those that do are larger groups and pass around the hat at each meeting. The Society does not pay for these costs as each group is set up to run as a somewhat independent body. (Please see the attached excerpt from our Society bylaws governing support groups).

The rent Confederation Park requires is \$199.21 for two hours and not affordable for the 20 people who attend, mainly low income seniors, many with disability caused by their Parkinson's disease. An option is to find another location. However, both the Centre staff and the Seniors' Association view the group as providing a worthy service and important to those people with Parkinson's disease who attend. They have indicated that waiver of the rental fee is in the hands of the City of Burnaby Parks Recreation and Culture Commission.

On behalf of the Parkinson's support group, I am requesting the Commission waive this monthly rental fee so that the support group can continue to hold its monthly meetings at Confederation Park Community Centre.

Thank you for your consideration.

Sincerely,

Jean Blake, CEO

NOTE

A report on this subject will be submitted at a future meeting

cc. Bonnie Danielize, CSA President; Francis Sykora, Confederation Centre Supervisor, Linda Dawson, Volunteer facilitator, Parkinson Society Support Group

You are not alone. We are here to help.

Charitable Registration No. 11880 1240 RR0001

EXCERPT FROM PSBC BYLAWS GOVERNING SUPPORT GROUPS

5.0 SUPPORT GROUPS, COMMITTEES AND ADVISORY BOARDS

5.1 Appointment and Removal – The Board may, by resolution, appoint members to committees or advisory boards on such terms as the Board sees fit. The Board may, by resolution, remove members from committees or advisory boards as the Board sees fit.

5.2 A committee or advisory board so formed in the exercise of the powers so delegated shall conform to any rules that may from time to time be imposed on it by the Board, and shall report every act or thing done in exercise of those powers to the Board.

5.3 Support Groups – Members who wish to form a local Support Group affiliated with the Society may apply to the Board or the Board's designate and upon acceptance by the Board or designate, form a Support Group of the Society. The Board may, by resolution, cease affiliation with any Support Group as the Board sees fit.

5.4 The Board will, at its discretion, provide assistance to Support Groups, including:

- a. the development and provision of Support Group programming;
- b. training for Support Group leaders;
- c. access to the Society's library and educational resources, including resource manual, newsletters, and conferences;
- d. provision of literature for distribution in the community;
- e. the referral of members of the public to local Support Groups as appropriate.

5.5 Each Support Group shall:

- a. provide a local presence for the Society in the community;
- b. manage its own affairs on a not-for-profit basis;
- c. hold meetings offering information and support to individuals with Parkinson's disease and their loved ones;
- d. distribute only literature and information supplied by the Society or approved by the Board or the Board's designate;
- e. survey its members for information and feedback on the Society's programming as requested and report the results of this survey to the Board from time to time;

- f. provide the Society with reports, including Support Group membership lists, for statistical purposes; and
- g. include contact information for the Society, the Society's logo, and the statement that the Support Group is "A partner of the Parkinson Society British Columbia" on all marketing materials produced by the Support Group.

5.6 Expenses – Members of support groups, committees or advisory boards shall serve as such without remuneration and no member shall directly or indirectly receive any profit from such a position.

5.7 A member of a committee or advisory board may be reimbursed for all expenses necessarily and reasonably incurred by that member while engaged in the affairs of the Society.

5.8 Support Groups (and their members) will not be ordinarily reimbursed for expenses but may, on application to the Board and at the Board's sole discretion, be reimbursed for extra-ordinary expenses incurred in the course of providing local programming in furtherance of the Society's Constitution and Bylaws. Support Groups should seek the Board's approval for such reimbursement in writing and in advance of incurring the expense.

5.9 Procedure – Unless otherwise determined by the Board, each Support Group, committee and advisory board shall have the power to fix its quorum at not less than a majority of its members, to elect its own chair, and to regulate its procedures.

5.10 A committee or advisory board's first order of business shall be to draft its own Terms of Reference and work plan for submission to and approval by the Board. A Support Group that intends business other than that set out in section 5.5 shall also draft its own Terms of Reference and work plan for submission to and approval by the Board.

5.11 A committee, advisory board, or Support Group so formed shall conform to any rules imposed on it by the Board, abide by the Bylaws and its Terms of Reference, and report every act or thing done in exercise of those powers at the earliest meeting of the Board held after the act or thing has done.