



December 7, 2018

Mayor Hurley and Council  
City of Burnaby  
4949 Canada Way  
Burnaby, BC, V5G 1M2

**RE: 2017 Emergency Social Services – Group Lodging Equipment  
& Supplies**

Dear Mayor and Council,

Thank you for providing a final report and financial summary for the above noted project. We have reviewed your submission and all reporting requirements have been met.

The final report notes a total eligible expenditure of \$24,454.30. Based on this, a payment in the amount of **\$24,454.30** will be made by electronic funds transfer. Payment may take from six to eight weeks. This transfer represents full payment of the grant and is based on 100% of the total reported expenditure (to a maximum of the approved grant of \$25,000.00).

I would like to congratulate the City of Burnaby for undertaking this project and responding to the opportunity to develop ESS capacity to increase the resiliency of BC communities.

Sincerely,

A handwritten signature in black ink, appearing to read "Rebecca Bishop", is written over a light blue circular stamp.

Rebecca Bishop  
Program Officer

Referred to:  
Financial Management Committee (2019.01.22)  
Public Safety Committee (2019.01.16)

Copied to:  
City Manager  
Dir. Corporate Services  
Dir. Public Safety and Community Services  
Dir. Finance

cc: *Charmaine Pflugrath. Emergency Management Coordinator*

*The Community Emergency Preparedness Fund is funded by the Province of BC*