



## **EXECUTIVE COMMITTEE OF COUNCIL**

### **MINUTES**

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

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

PRESENT: Councillor Sav Dhaliwal, Chair  
Mayor Mike Hurley, Vice Chair  
Councillor Pietro Calendino, Member (*arrived at 10:36 a.m.*)  
Councillor Paul McDonell, Member  
Councillor James Wang, Member

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

STAFF: Mr. Lambert Chu, City Manager  
Ms. Noreen Kassam, Director Finance  
Mr. Dave Ellenwood, Director Parks, Recreation & Cultural Services  
Mr. David Jordan, Arts Services Manager  
Ms. Nikolina Vracar, Administrative Officer

The Chair called the Open meeting to order at 10:02 a.m.

The Chair acknowledged the unceded, traditional, and ancestral lands of the hənqəminəm and skwxwú7mesh speaking people, and extended appreciation for the opportunity to hold a meeting on this shared Coast Salish territory.

#### **2. MINUTES**

As this is the first meeting of the Executive Committee of Council, there are no previous minutes to adopt.

#### **3. DELEGATIONS**

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY MAYOR HURLEY

THAT the delegations be heard.

CARRIED UNANIMOUSLY

**(a) Burnaby Neighbourhood House**  
**Re: Funding Request**  
**Speakers: Antonia Beck, Executive Director**  
**Ernie Kashima, Chair**

**Ms. Antonia Beck**, Executive Director, and **Mr. Ernie Kashima**, Chair, Burnaby Neighbourhood House (BNH), appeared before the Committee to request a grant to support the increasing demands for services from the community and rising operating costs to address the demands.

Ms. Beck advised that the BNH is aligned with the City's Social Sustainability Strategy by supporting vulnerable residents, celebrating diversity of the community, increasing community engagement and reducing isolation, and addressing food security at its North and South Neighbourhood Houses.

Ms. Beck and Mr. Kashima noted that the neighbourhood house approach:

- engages both residents and service providers to address local needs;
- helps residents of diverse backgrounds feel connected and gives them a sense of belonging;
- is intentional and addresses barriers to participation;
- is innovative, creative, responsive, and approachable;
- involves partnerships with other service providers; and
- assists small non-profits by providing physical space and start-up advice.

During the 2017-2018 operating year:

- 8,315 individuals benefited from the BNH's programs and services;
- 201,435 contacts were made with staff and volunteers;
- 711 volunteers contributed 22,990 volunteer hours; and
- 59 community groups used the BNH's space.

Ms. Beck advised that the BNH's challenges include:

- increased density creating higher service demands;
- increased operating costs and funding challenges; and
- lack of government funding for the "connecting and community development" (i.e., soft services) work.

In conclusion, the delegation requested funding, including a \$25,000 grant, for the following supports:

- finding a permanent home for the North House;
- operating costs of the North and South Houses;
- reducing the South House's lease cost; and
- investing in operations of the two Neighbourhood Houses.

The Committee thanked the delegation for great service provided to the community, and inquired regarding the planned use of the \$25,000 grant.

Ms. Beck advised that the grant would support the organization's core functions, and could be applied against the operational or program costs. The speaker noted the need for ongoing funding.

The Committee advised that the current grants policy does not support use of grants for operating costs; however, the Committee noted that the grants policy will be reviewed by staff.

Arising from discussion, the following motion was introduced:

MOVED BY MAYOR HURLEY  
SECONDED BY COUNCILLOR MCDONELL

THAT the delegation's presentation be referred to staff for review.

CARRIED UNANIMOUSLY

**(b) Burnaby Early Childhood Development (ECD) Table**  
**Re: Funding Request**

**Speakers: Tracey Rusnak, Executive Director of Cameray Child and Family Services**  
**Antonia Beck, Executive Director of Burnaby Neighbourhood House**  
**Kamala Sproule, Coordinator of the Burnaby Early Childhood Development Table**

**Ms. Tracey Rusnak**, Executive Director, Cameray Child and Family Services, **Ms. Antonia Beck**, Executive Director, Burnaby Neighbourhood House, and **Ms. Kamala Sproule**, Coordinator of the Burnaby Early Childhood Development (ECD) Table, appeared before the Committee to request a grant to fund the Program Coordinator position and support its programs from 2019 April to 2020 March.

Ms. Beck noted that the Burnaby ECD Table is a coalition of non-government service providers and representatives from the government, including Fraser Health, Ministry of Children and Family Development (MCFD), Burnaby School District, and City staff. The coalition is raising awareness about child development, improving access to early child development services, and promoting healthy child development.

Since 2004 the MCFD covered the cost of Program Coordinator position, responsible for overseeing the Table's operations; however, the Ministry has recently decided to entirely allocate the funding to service delivery. As a result of funding repurposing, the delegation is requesting a \$7,000 grant from the City to support the Program Coordinator position.

Ms. Kamala provided an overview of the Table's ongoing and upcoming activities, including the following:

- creation of a strategic action plan and annual work plans informed by the socio-demographic and early childhood development research and service provided knowledge;

- creation of educational materials informed by the research on the community's needs and existing gaps;
- development of the Children's Charter with the vision for a child friendly City;
- community outreach (e.g., Play to Learn Event, Healthy Kids pre-school fairs, and an Annual Childcare Appreciation event);
- provision of ECD training to service providers and parents; and
- maintenance of an online one-stop shop which offers an overview of a variety of information and available resources regarding ECD.

In conclusion, Ms. Rusnak advised that the Table is interested in establishing a public agency partners group to provide coordination and funding to support the Table's activities, and \$7,000 in funding has been requested from each of the other three public partners (e.g., the School District, Fraser Health and MCFD).

The Committee thanked the delegation for the presentation and great work in the community, advised that staff will review the current grants policy which does not support provision of funding for operating purposes, and inquired if funding has been secured from other public partners.

The delegation advised it is in the process of securing funding from the other partners.

Arising from discussion, the following motion was introduced:

MOVED BY MAYOR HURLEY  
SECONDED BY COUNCILLOR MCDONELL

THAT the delegation's presentation be referred to staff for review.

CARRIED UNANIMOUSLY

*\*\*Councillor Calendino arrived at the meeting at 10:36 a.m.\*\**

(c) **GoodStreet Edmonds**  
**Re: Funding Request**  
**Speaker: Elie Lubendo**

**Mr. Elie Lubendo**, GoodStreet Edmonds, appeared before the Committee to request the following:

- recognition of GoodStreet Edmonds (interim name) as the community association for Edmonds neighbourhood;
- designation of GoodStreet Edmonds for mural management in the neighbourhood; and
- award of a \$5,000 grant to support the group's start-up overhead costs (e.g., website, banners and posters, canvassing supplies and video equipment).

The speaker advised that the Edmonds Business and Community Association and the Edmonds People in Community used to represent interests of businesses and residents in the neighbourhood; however, both groups are currently inactive.

Mr. Lubenado noted that there have been significant changes in the neighbourhood, and there is a need to document the issues residents are facing and to find solutions.

The GoodStreet Edmonds would aim to:

- bridge the gap between youth and seniors in the Edmonds Town Centre and find solutions to common issues (e.g., transportation, pedestrian safety, social isolation and mental health) within the community;
- partner with the Byrne Creek Student Council and Saint Thomas More Collegiate Student Council and seniors' non-profit organizations in south Burnaby;
- hold training services for youth to provide civic engagement opportunities; and
- create video content while engaging with residents and submit the content to the annual BC Student Film Festival.

Mr. Lubenado advised that GoodStreet Edmonds is proposing to undertake the following initiatives from February to September:

- review the Edmonds Town Centre Plan and consult with residents regarding changes to the neighbourhood;
- update murals and document history of existing murals;
- document interactions with residents and engage online through videos; and
- participate in the Walking Festival and find solutions to fix existing walkways.

In conclusion, the delegation advised that its next steps include:

- requesting a name through the *Societies Act*;
- applying for other grants; and
- providing a report in September on consultations with residents and suggestions for the neighbourhood as well as creating a video-series.

The Committee recommended that Mr. Lubenado form a non-profit society and partner with the Edmonds Lion's Club, noted that the City supports creation of murals through its mural fund, and inquired whether the organization's goal is to fulfill an advocacy role or to document the neighborhood's history.

Mr. Lubenado advised that the two goals are interconnected; however, the primary focus is to advocate on behalf of the neighbourhood.

The Committee thanked the speaker for presentation, interest in community, and enthusiasm, and advised that the grants are awarded to non-profit organizations only.

Mr. Lubenado undertook to follow-up with the Committee once the organization has been granted a non-profit status.

**4. CORRESPONDENCE**

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR MCDONELL

THAT the correspondence be received.

CARRIED UNANIMOUSLY

**(a) Correspondence from Volunteer Burnaby**  
**Re: Letter of Appreciation for an In-kind Printing Grant**

Correspondence was received from Ms. Jessica Wall, Community Developer, Volunteer Burnaby, expressing appreciation to the City for an in-kind printing grant for “2018 Gift Wrap at Brentwood Town Centre” program in Burnaby.

**(b) Correspondence from the Burnaby Arts Council**  
**Re: Letter of Appreciation (#18.36.p)**

Correspondence was received from Ms. Teena Martin, Executive Director, Burnaby Arts Council, expressing appreciation to the City for an in-kind printing grant for “Deer Lake Craft Festival”.

**5. FESTIVALS BURNABY GRANTS APPROVED BUDGET - \$250,000**

**6. NEW APPLICATIONS - FESTIVALS BURNABY**

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR CALENDINO

THAT the New Applications – Festivals Burnaby be received.

CARRIED UNANIMOUSLY

**Small Scale Events**

**(a) #18-S-008 - Burnaby Arts Council**  
*47th Annual Deer Lake Craft Festival*

An application was received from the Burnaby Arts Council for the 47th Annual Deer Lake Craft Festival on 2018 November 16-18 at Shadbolt Centre for the Arts. This three day festival included a variety of performance artists scheduled throughout the weekend and a maximum of 50 artisans selling high quality arts and crafts. The festival provided an opportunity for performers in the community to showcase their talents.

(Note: This application was received in the fall of 2018 and was placed on hold for review by the Executive Committee of Council on 2019 February 06.)

Request: \$5,000

CPA: 2017 - \$4,000 (Small Scale Grant)  
2016 - \$4,000 (Neighbourhood Grant)  
2015 - \$4,000 (Small Scale Grant)

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR CALENDINO

THAT a grant in the amount of \$4,000 be awarded to the Burnaby Arts Council for the 47<sup>th</sup> Annual Deer Lake Craft Festival held on 2018 November 16-18 at Shadbolt Centre for the Arts.

CARRIED UNANIMOUSLY

**(b) #19-S-002 - National Congress of Black Women Foundation**  
*Festival of Arts and Music 2019 - Recognizing the Past, Embracing the Future*

An application was received from the National Congress of Black Women Foundation for Festivals of Arts and Music - Recognizing the Past, Embracing the Future. This festival will provide communities with the opportunity to express themselves, share their stories, breakdown stereotypes, misconception, build understanding and respect for cultural and religious differences.

Request: \$10,000

CPA: 2018 - \$5,000 (Small Scale Grant)  
2017 - \$5,000 (Small Scale Grant)  
2016 - \$7,000 (Small Scale Grant)

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR CALENDINO

THAT a grant in the amount of \$5,000 be awarded to the National Congress of Black Women Foundation for the Festival of Arts and Music 2019 – Recognizing the Past, Embracing the Future to be held on 2019 February 01, 18 and 24.

CARRIED UNANIMOUSLY

**(c) #19-S-003 - African Canadian Soccer and Cultural Association**  
*2019 Annual African Soccer and Cultural Festival*

An application was received from the African Canadian Soccer and Cultural Association for the African Soccer and Cultural Festival on 2019 August 09-11 at the Burnaby Lake Sports Complex. The main objective of the annual festival is to showcase African culture through sports and cultural

performances and activities promoting volunteerism and community engagement within the African community. Festival includes a soccer tournament, cultural performances, musical entertainment, ethnic food and children's activities and play area.

Request: \$10,000

CPA: 2018 - \$6,500 (Small Scale Grant)  
2017 - \$6,500 (Small Scale Grant)  
2016 - \$8,000 (Small Scale Grant)

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR MCDONELL

THAT a grant in the amount of \$6,500 be awarded to the African Canadian Soccer and Cultural Association for the 2019 Annual African Soccer and Cultural Festival to be held on 2019 August 09-11 at the Burnaby Lake Sports Complex.

-amended

THAT the recommendation be **AMENDED** as follows:

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR MCDONELL

THAT a grant in the amount of \$6,500 be awarded to the African Canadian Soccer and Cultural Association for the 2019 Annual African Soccer and Cultural Festival to be held on 2019 August 09-11 at the Burnaby Lake Sports Complex subject to confirmation of event location.

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR MCDONELL

THAT the main motion be adopted, **AS AMENDED**.

CARRIED UNANIMOUSLY

7. **PROGRESSIVE LIST OF GRANTS APPROVED BUDGET - \$159,340**

8. **NEW APPLICATIONS**

MOVED BY MAYOR HURLEY  
SECONDED BY COUNCILLOR MCDONELL

THAT the New Applications be received.

CARRIED UNANIMOUSLY



**(a) #19.01. - Community Centred College for the Retired**  
*Courses and Workshops*

An application was received from the Community Centred College for the Retired requesting a grant to assist with the cost of courses and workshops provided by the College.

Request: Unspecified      CPA: 2018 - \$1,500  
2017 - \$1,500  
2016 - \$1,500

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR MCDONELL

THAT a grant in the amount of \$1,500 be awarded to the Community Centred College for the Retired to assist with the cost of providing courses and workshops to senior residents.

CARRIED UNANIMOUSLY

**(b) #19.02. - Burnaby Neighbourhood House**  
*Operating Costs*

An application was received from the Burnaby Neighbourhood House requesting a grant to support the increasing demands for services from the community and rising operating costs to address the demands. The North and South Burnaby Neighbourhood Houses provide access to programs and supports addressing diverse barriers faced by individuals and families in the community. Continued challenges and needs of the organization include increased density and service demands, higher operating costs, and lack of permanent and affordable home for the North House. Grant funding will be used to cover portion of the rental and/or leasing costs.

Request: \$25,000      CPA: 2018 - Denied  
2017 - \$20,000\*  
2016 - No Application

\*One-time grant to assist with expenses associated with the organization's expansion and creation of the second location (North House) in North Burnaby.

Arising from discussion and without objection by the Committee members, the grant application was **TABLED** to allow staff to review Council's guidelines for awarding grants.

(c) **#19.03. - Blueridge Chamber Music Festival**  
*Recitation, Multi-Disciplinary Musical Production*

An application was received from the Blueridge Chamber Music Festival requesting a grant to support Recitations, a multi-disciplinary musical co-production by Blueridge and the Shadbolt Centre for the Arts for the 2019/2020 subscription series. The production includes 14 recitations and incorporates dancers and theatrical elements. During the rehearsal period residents will have access to the following free programs: three open houses including an open discussion and question period on the work and the creative process, voice and movement workshop, and a voice masterclass.

(Note: This application was received in the fall of 2018 and was placed on hold for review by the Executive Committee of Council on 2019 February 06.)

Request: \$10,000

CPA: 2017 - No Application  
2016 - No Application  
2015 - No Application

MOVED BY MAYOR HURLEY  
SECONDED BY COUNCILLOR MCDONELL

THAT this grant application be **DENIED**, as the event is already supported by the Shadbolt Centre for the Arts.

CARRIED UNANIMOUSLY

(d) **#19.04. - Burnaby Early Childhood Development Community Table**  
*Program Coordinator*

An application was received from the Burnaby Early Childhood Development (ECD) Community Table requesting a grant to fund the Program Coordinator position and support its programs from 2019 April to 2020 March. The Burnaby ECD Community Table is a coalition of non-profit and public partners providing programs and services to Burnaby children ages 0 to 6 and their families. The coordinator plays a leadership role in bringing Burnaby agencies together to plan and deliver programs, services, activities and provide educational support. Due to changes made to funding allocation by the Ministry of Children and Family Development in 2018, funding for the coordinator position and associated activities is no longer available.

Request: \$7,000

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

Arising from discussion and without objection by the Committee members, the grant application was **TABLED** to allow staff to review Council's guidelines for awarding grants.

**(e) #19.05. - Burnaby Winter Club Minor Hockey Association - PeeWee A1 Team**

*Tournament in Boston, USA - 2018 Nov. 29-Dec.2*

*60th International Quebec PeeWee Hockey Tournament - 2019 Feb.13-24*

An application was received from the Burnaby Winter Club Minor Hockey Association requesting a grant to assist with travel expenses for ten (10) Burnaby residents on the PeeWee A1 Team to attend two hockey tournaments. The first tournament was held in Boston on 2018 November 29-December 2; while the second, will be held in Quebec on 2019 February 13-24.

(Note: This application was received in the fall of 2018 and was placed on hold for review by the Executive Committee of Council on 2019 February 06.)

Request: Unspecified      CPA: 2017 - No Application  
2016 - No Application  
2015 - No Application

MOVED BY MAYOR HURLEY  
SECONDED BY COUNCILLOR MCDONELL

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

CARRIED UNANIMOUSLY

**(f) #19.06. - Moscrop Secondary School**

*2018 AAAA Senior Girls Provincial Volleyball Championships*

An application was received from the Moscrop Panthers Senior Girls Volleyball team requesting a grant in support of travel expenses for 10 players, Burnaby residents, who competed in the 2018 AAAA Volleyball Championships in Penticton, BC held on 2018 November 29 – December 1.

(Note: This application was received in the fall of 2018 and was placed on hold for review by the Executive Committee of Council on 2019 February 06.)

Request: \$1,000      CPA: 2017 - No Application  
2016 - \$1,000 (Senior Girls Team)  
2015 - No Application

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR CALENDINO

THAT a grant in the amount of \$1,000 be awarded to Moscrop Secondary School to assist with travel expenses of 10 players, Burnaby residents, who competed in the 2018 AAAA Volleyball Championship in Penticton, BC held on 2018 November 29-December 1.

CARRIED UNANIMOUSLY

**(g) #19.07.p - Burnaby Hospice Society**  
*Hike for Hospice Palliative Care*

An application was received from the Burnaby Hospice Society requesting an in-kind grant for printing of promotional materials (brochures, posters, banners, etc.) for the 17th annual Hike for Hospice Burnaby to be held on Sunday, 2019 May 5 in Central Park, Burnaby, BC. Event proceeds assist the Society's hospice palliative care and bereavement support programs, offered at no cost to Burnaby residents and their families and friends.

(Note: This application was received in 2018 December and was placed on hold for review by the Executive Committee of Council on 2019 February 06.)

Request:	\$1,500 in-kind printing	CPA:	2018 - \$1,500 in-kind printing
			2017 - \$1,500 in-kind printing
			2016 - \$1,500 in-kind printing

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR MCDONELL

THAT an in-kind grant in the amount of \$1,500 be awarded to Burnaby Hospice Society to assist with printing of promotional materials (brochures, posters, banners, etc.) for the 17th annual Hike for Hospice Burnaby to be held on Sunday, 2019 May 5 in Central Park, Burnaby, BC.

CARRIED UNANIMOUSLY

**(h) #19.08. - GoodStreet Edmonds**  
*Start-up Overhead Costs, Video Series and Community Consultation*

An application was received from GoodStreet Edmonds requesting a grant to support start-up overhead costs (e.g., website, banners and posters, canvassing supplies and video equipment), launch of "Edmonds 25" video series exploring history of the Edmonds neighbourhood, and consultation with residents and community partners regarding how to improve the Edmonds Town Centre.

Request: \$5,000

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

MOVED BY MAYOR HURLEY  
SECONDED BY COUNCILLOR MCDONELL

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

CARRIED UNANIMOUSLY

9. **NEW BUSINESS**

**Councillor Dhaliwal – Living Wage**

Arising from discussion, the following motion was introduced:

MOVED BY MAYOR HURLEY  
SECONDED BY COUNCILLOR MCDONELL

THAT staff prepare a report on living wage and how the City intends to continue to support living wage in the region.

CARRIED UNANIMOUSLY

**Councillor Dhaliwal – Review of Grants Policies**

Arising from discussion, the following motion was introduced:

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR MCDONELL

THAT staff review the Festivals Burnaby and general grants policies.

CARRIED UNANIMOUSLY

10. **INQUIRIES**

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

11. **ADJOURNMENT**

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR MCDONELL

THAT this Open Committee meeting do now adjourn.

CARRIED UNANIMOUSLY

The Open Committee meeting adjourned at 11:16 a.m.

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Nikolina Vracar  
Administrative Officer

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Councillor Sav Dhaliwal  
Chair

DRAFT