



## **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 April 02** at 4:00 p.m.

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

PRESENT: Councillor Sav Dhaliwal, Chair (*arrived at 4:23 p.m.*)  
Mayor Mike Hurley, Vice Chair  
Councillor Pietro Calendino, Member  
Councillor Paul McDonell, Member  
Councillor Nick Volkow, Member  
Councillor James Wang, Member

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. Elaine Wong, Executive Assistant to the Mayor  
Ms. Nikolina Vracar, Administrative Officer

The Vice Chair called the Open meeting to order at 4:06 p.m.

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

#### **2. MINUTES**

(a) **Minutes of the Executive Committee of Council Open meeting held on 2019 March 06**

MOVED BY COUNCILLOR VOLKOW  
SECONDED BY COUNCILLOR WANG

THAT the minutes of the Executive Committee of Council Open meeting held on 2019 March 06 be adopted.

CARRIED UNANIMOUSLY

### 3. **CORRESPONDENCE**

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR WANG

THAT the correspondence be received.

CARRIED UNANIMOUSLY

(a) **Correspondence from the Moscrop Senior Girls Volleyball Team**  
**Re: Letter of Appreciation (#19.06)**

Correspondence was received from Ms. Selena Tam, Assistant Coach and Parent, Moscrop Senior Girls Volleyball Team, expressing appreciation to the City for funding to support the team's travel to the AAAA Senior Girls Provincial Volleyball Championship Tournament in Penticton, BC. The team placed fourth in the championship.

(b) **Correspondence from Big Brothers of Greater Vancouver**  
**Re: Letter of Appreciation (#18.31)**

Correspondence was received from Mr. Ethan Clow, Development Officer, Big Brothers of Greater Vancouver, providing the organization's 2018 Annual Report. Mr. Clow expressed appreciation to the City for supporting the organization's programs in 2018 and helping children in the community.

(c) **Correspondence from the BC Wheelchair Floorball Association**  
**Re: Letter of Appreciation (#19.15)**

Correspondence was received from Mr. Kyle Gieni, President, BC Wheelchair Floorball Association, expressing appreciation to the City for funding support for the 2<sup>nd</sup> Annual Canadian Wheelchair Floorball-Hockey Tournament to be held at BCIT on 2019 June 1 and 2.

### 4. **REPORT**

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR WANG

THAT the report be received.

CARRIED UNANIMOUSLY

**(a) Report from the Director Finance**  
**Re: Community Grants Policy**

The Director Finance submitted a report reviewing the Community Grants Policy and Guidelines.

The Director Finance recommended:

1. THAT the Executive Committee recommend Council authorize \$100,000 to award community grants for ongoing operating expenses to established Burnaby-based non-profit organizations that provide an ongoing program and/or service that benefits the community.
2. THAT the Executive Committee recommend Council authorize a limit for an operating grant award to a maximum of 25% of the annual operating budget of a non-profit society; to a maximum request of \$10,000.
3. THAT the Executive Committee recommend Council authorize a CAP of \$25,000 on the total financial assistance to a non-profit organization.
4. THAT the following organizations be exempted from the financial assistance and operating grant CAPS:
  - i. Burnaby Arts Council
  - ii. Burnaby Community Services Society - Annual Programs
  - iii. Burnaby Community Services Society - Recreation Credit
5. THAT the Executive Committee recommend Council approve the updated Community Grants Policy and Application Form, as appended to this report.
6. THAT the Executive Committee recommend Council increase the maximum contribution for travel expenses for recreational sports teams, as presented in Section 5.0 of this report.
7. THAT the Executive Committee recommend Council approve the implementation plan for the new Community Granting Policy, as outlined in Section 6.0 of this report.

- amended

Arising from discussion, the following motion was introduced:

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR MCDONELL

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

- 1) clarify that \$100,000 is additional community grants funding (pages 14 & 20);
- 2) specify that sport tournaments are championships (page 21); and
- 3) increase funding for provincial championships to \$175 per person to a maximum of \$1,750 per team, for national championships to \$250 per person to a maximum of \$2,500 per team, and for international championships to \$300 per person to a maximum of \$3,000 per team (pages 19 & 21).

CARRIED UNANIMOUSLY

*\*Councillor Dhaliwal arrived at the meeting at 4:23 p.m. Without objection by any member, the Vice Chair continued to chair the meeting.\**

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR VOLKOW

THAT the recommendations of the Director Finance be adopted, **AS AMENDED**.

CARRIED UNANIMOUSLY

5. **FESTIVALS BURNABY GRANTS APPROVED - \$15,500**

6. **COMMUNITY (GENERAL) GRANTS APPROVED TO DATE: \$12,800**

7. **NEW APPLICATIONS**

a) **#19.16. - Burnaby Minor Hockey Association – Midget A1 Team**  
*BC Hockey Provincial Championship*

An application was received from the Burnaby Minor Hockey Association requesting a grant to assist with travel expenses for seventeen (17) Burnaby residents, aged 15 to 17 years old, on the Midget A1 Team to attend the BC Hockey Championship to be held in Kelowna on 2019 March 17-21.

|          |             |      |                                 |
|----------|-------------|------|---------------------------------|
| Request: | Unspecified | CPA: | 2018 - \$1,000 (Midget A1 Team) |
|          |             |      | 2017 - \$1,000 (Bantam A1 Team) |
|          |             |      | 2016 - No Application           |

MOVED BY COUNCILLOR DHALIWAL  
SECONDED BY COUNCILLOR VOLKOW

THAT a grant in the amount of \$1500 be awarded to the Burnaby Minor Hockey Association to assist with travel expenses for seventeen (17) Burnaby residents on the Midget A1 Team to attend the BC Hockey Championship to be held in Kelowna on 2019 March 17-21.

CARRIED UNANIMOUSLY

**b) #19.17. - Crisis Intervention and Suicide Prevention Centre of BC**  
*Programs and Services*

An application was received requesting a grant to assist with funding the organization's 2019/2020 Crisis Intervention and Suicide Prevention Program for Burnaby residents. Programs and services include: a 24/7 distress line and online distress chat service; mental health and suicide support workshops for youth; and suicide prevention workshops for health care workers, school staff, police, emergency services staff, youth workers, and older adult care providers.

Request: \$8,000

CPA: 2018 - \$4,000  
2017 - \$4,000  
2016 - Denied

MOVED BY COUNCILLOR DHALIWAL  
SECONDED BY COUNCILLOR WANG

THAT a grant in the amount of \$4000 be awarded to the Crisis Intervention and Suicide Prevention Centre of BC to assist with the cost of providing Burnaby based programs and services

CARRIED UNANIMOUSLY

**c) #19.18.o. - Nikkei Senior's Health Care and Housing Society**  
*14th Annual 2019 Nikkei Place Golf Tournament and Seniors with Dementia - 2019 Programs*

An application was received from the Nikkei Senior's Health Care and Housing Society requesting an in-kind grant for a green fee waiver in support of the 14th Annual 2019 Nikkei Place Golf Tournament and Fundraiser to be held on Friday, May 31st at Burnaby's Riverway Golf Course. All funds raised from the tournament will be directed towards supporting the organization's programs. A second request was made for an in-kind grant for a facility fee waiver for use of the Allan Emmott Centre, again in support of 2019 programs for seniors with dementia.

|          |                  |      |                       |
|----------|------------------|------|-----------------------|
| Request: | Green Fee        | CPA: | 2018 – No Application |
|          | Waiver Facility; |      | 2017 – No Application |
|          | Rental Fee       |      | 2016 – No Application |
|          | Waiver           |      |                       |

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR DHALIWAL

THAT a green fee waiver grant be awarded to Nikkei Senior's Health Care and Housing Society in support of their 14th Annual 2019 Nikkei Place Golf Tournament and Fundraiser to be held on Friday, May 31st at Burnaby's Riverway Golf Course.

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR DHALIWAL

THAT staff review the request for an in-kind grant for a facility fee waiver for use of the Allan Emmott Centre in support of 2019 programs for seniors with dementia, and report back to the Committee with recommendations.

CARRIED UNANIMOUSLY

**d) #19.19. - Killarney Secondary School**  
*Killarney Secondary's Environmental Club*

An application was received from the Killarney Secondary School's Environmental Club requesting a grant in support of the school's single use disposable initiatives including a styrofoam and soft plastic recycling program and the promotion of compostable take-out containers.

|          |             |      |                       |
|----------|-------------|------|-----------------------|
| Request: | Unspecified | CPA: | 2018 - No Application |
|          |             |      | 2017 - No Application |
|          |             |      | 2016 - No Application |

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR WANG

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

CARRIED UNANIMOUSLY

e) **#19.20. - New Westminster Environmental Partners**  
*Brunette River Projects*

An application was received from New Westminster Environmental Partners requesting a grant in support of the organization's Brunette River Projects. The purpose of the projects is to increase awareness of the river, a natural resource that connects from Vancouver through Burnaby to Coquitlam/New Westminster. Projects include a survey, painting and photography by local artists, stories and poems by local writers, and newspaper articles and radio podcasts.

Request: \$3,000

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

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR WANG

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

CARRIED UNANIMOUSLY

f) **#19.21. - Burnaby Community Services**  
*Core Programs and Publications*

An application was received from Burnaby Community Services requesting a grant to assist with the cost of services and programs provided by the Society for 2019. Programs and services include: the Burnaby Camping Bureau (\$6,000), publications not included in the in-kind printing grant requested separately (\$9,000), Seniors Transportation (\$8,000), and the Burnaby Christmas Bureau (\$5,000).

Request: \$28,000

CPA: 2018 – \$28,000  
2017 – \$28,000  
2016 – \$28,000

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR VOLKOW

THAT a grant in the amount of \$28,000 be awarded to Burnaby Community Services to assist with the cost of services and programs provided by the Society for 2019.

CARRIED UNANIMOUSLY

**g) #19.22.p - Burnaby Community Services**  
*Various Publications*

An application was received from Burnaby Community Services requesting an in-kind grant to assist with the printing cost of various publications provided by the Society. These publications include: the Community Resource Guide; Ready, Set, Learn brochure; As We Age Seniors Resource Guide; Seniors Resource Card; and Community Outreach Resources Card.

|                                   |                                      |
|-----------------------------------|--------------------------------------|
| Request: \$7,750 in-kind printing | CPA: 2018 – \$7,750 in-kind printing |
|                                   | 2017 – \$3,875 in-kind printing      |
|                                   | 2016 – No Application                |

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR WANG

THAT an in-kind grant in the amount of \$7,550 be awarded to the Burnaby Community Services to assist with the printing of various publications provided by the Society in 2019.

CARRIED UNANIMOUSLY

**h) #19.23. - Burnaby Community Services**  
*Burnaby Recreation Credit Program (2019 and 2018 Supplemental)*

An application was received from Burnaby Community Services requesting a grant to assist with the fixed costs (\$17,000) of administering the Burnaby Parks, Recreation and Cultural Services Recreation Credit Program for 2019, as well as a supplemental balance of \$7,308 for 2018. The Recreation Credit Program provides low-income residents with credits that can be used towards Burnaby Parks, Recreation and Cultural Services programs and admissions.

|                   |                                   |
|-------------------|-----------------------------------|
| Request: \$24,308 | CPA: 2018 – \$17,000              |
|                   | 2018 – \$7,296 Supplemental Grant |
|                   | 2017 – \$17,000                   |
|                   | 2017 – \$7,296 Supplemental Grant |
|                   | 2016 – \$17,000                   |
|                   | 2016 – \$7,912 Supplemental Grant |

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR WANG

THAT a grant in the amount of \$24,308 be awarded to Burnaby Community Services to assist with the fixed costs of administering the Burnaby Parks, Recreation and Cultural Services Recreation Credit Program for 2019, which includes a supplemental balance for 2018.

CARRIED UNANIMOUSLY



i) **#19.24. - Burnaby Meals on Wheels**  
*Meal Delivery Service*

An application was received from Burnaby Meals on Wheels requesting a grant to assist with the cost of providing home delivery service of nutritious hot or frozen meals in 2019 to Burnaby residents who cannot prepare meals for themselves.

Request: \$9,000

CPA: 2018 – \$9,000

2017 – \$9,000

2016 – \$9,000

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR WANG

THAT a grant in the amount of \$9,000 be awarded to Burnaby Meals on Wheels to assist with the cost of providing home delivery service of nutritious hot and/or frozen meals to Burnaby residents in 2019.

CARRIED UNANIMOUSLY

The Committee inquired if Burnaby Meals on Wheels is receiving grant funding from the Parkland Fuel Corporation, owners of Burnaby Refinery, to help cover volunteers' gasoline expenses. The Committee advised that similar grant funding was provided in the past by Chevron Corporation, previous owners of the refinery.

Staff undertook to provide the information.

8. **NEW BUSINESS**

There was no new business brought before the Committee at this time.

9. **INQUIRIES**

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

10. **CLOSED**

MOVED BY COUNCILLOR DHALIWAL  
SECONDED BY COUNCILLOR MCDONELL

THAT the Committee, in accordance with Sections 90 and 92 of the Community Charter, do now resolve itself into a Closed meeting from which the public is excluded to consider matters concerning personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity, and labour relations or other employee relations.

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR MCDONELL

THAT this Open Committee meeting do now recess.

CARRIED UNANIMOUSLY

The Open Committee meeting recessed at 4:50 p.m.

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR CALENDINO

THAT the Open Committee meeting do now reconvene.

CARRIED UNANIMOUSLY

The Open Committee meeting reconvened at 5:39 p.m.

The Committee introduced the following motion in order to add a new business item to the Closed meeting agenda:

MOVED BY COUNCILLOR DHALIWAL  
SECONDED BY COUNCILLOR MCDONELL

THAT the Committee, in accordance with Sections 90 and 92 of the Community Charter, do now resolve itself into a Closed meeting from which the public is excluded to consider matters concerning negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public.

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR MCDONELL

THAT this Open Committee meeting do now recess.

CARRIED UNANIMOUSLY

The Open Committee meeting recessed at 4:40 p.m.

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR CALENDINO

THAT the Open Committee meeting do now reconvene.

CARRIED UNANIMOUSLY

The Open Committee meeting reconvened at 5:43 p.m.

**11. ADJOURNMENT**

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR CALENDINO

THAT this Open Committee meeting do now adjourn.

CARRIED UNANIMOUSLY

The Open Committee meeting adjourned at 5:43 p.m.

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Nikolina Vracar  
Administrative Officer

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Mayor Mike Hurley  
Vice Chair