

**TO:** CHAIR AND MEMBERS  
EXECUTIVE COMMITTEE OF COUNCIL

**DATE:** 2019 Sep 23

**FROM:** CITY CLERK

**SUBJECT:** 2019 CHRISTMAS LUNCH/DINNER GRANTS

**PURPOSE:** To seek Council authorization to award the 2019 Christmas lunch/dinner grants to Burnaby-based seniors groups.

---

**RECOMMENDATION:**

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.

**REPORT**

**1.0 INTRODUCTION**

An application was received from the New Vista Society and Chelsea Terrace, requesting a grant to assist with the cost of providing Christmas dinners for their residents. The New Vista Society is organizing a Christmas dinner on 2019 November 26 and 27 for 260 seniors residing in the Winch Tower, Douglas Manor, JS Woodward Courts, Vista Tower, Margaret Bacchus Manor and Grace MacInnis Manor. Chelsea Terrace is planning a Christmas dinner on 2019 December 13 for approximately 90 residents. City staff are expecting to receive additional Christmas lunch/dinner grant requests from other seniors groups. To facilitate efficient processing of applications and timely disbursement of funds, staff are seeking Council's authorization to award \$8.00 per person to Burnaby-based seniors groups applying for the 2019 Christmas lunch/dinner grants, as outlined in the report.

**2.0 POLICY SECTION**

**Goal**

- A Connected Community
  - Social connection –  
Enhance social connections throughout Burnaby

- An Inclusive Community
  - Create a sense of community –  
 Provide opportunities that encourage and welcome all community members and create a sense of belonging

### 3.0 BACKGROUND

Throughout the fall of each year, the City receives requests from Burnaby-based seniors groups for a grant in support of the Christmas lunch/dinner for their residents or clients. The table below summarizes the value of the grants awarded annually between 2016 and 2018.

2016 – 2018 Christmas Lunch/Dinner Grants			
	2016	2017	2018
<b>Grand Total of Awarded Grants</b>	<b>\$10,664</b>	<b>\$9,952</b>	<b>\$11,240</b>

Approximately 10 groups apply for a Christmas lunch/dinner grant each year. The table below provides an overview of the 2018 grant recipients, and the amounts awarded to each group. The list is not exhaustive as different groups may apply from year to year, or new groups may be established.

2018 Christmas Lunch/Dinner Grant Recipients		
Seniors Group	Number of Residents	Grant Amount
115 Place Housing Co-operative	90	\$720
Bonsor 55+ Society	200	\$1,600
Cameron Seniors Society	85	\$680
Chelsea Terrace	80	\$640
Citizen Support Services	150	\$1,200
Community Centred College for the Retired	86	\$688
Confederation Seniors' Association	200	\$1,600
Fair Haven Super Seniors	43	\$344
Kingsway Court	65	\$520
The New Vista Society	260	\$2,080
Society for Christian Care of the Elderly	146	\$1,168
<b>Grand Total</b>	<b>1,405</b>	<b>\$11,240</b>

### 4.0 GRANT APPLICATION AND APPROVAL PROCESS

Christmas lunch/dinner grant applicants submit a written correspondence request, providing the date and location of the event, and the number of residents who will attend the event.

To: Executive Committee of Council  
From: City Clerk  
Re: 2019 Christmas Lunch/Dinner Grants  
2019 Oct 01 ..... Page 3

In the past, the Committee responsible for reviewing grants reviewed the initial grant request (i.e. applicant's letter), and recommended to Council the grant amount per person to be awarded to the applicant and to other forthcoming applicants for the same calendar year. Council approved the recommended grant amount, and staff subsequently processed Christmas lunch/dinner grants to all applicants within the same year.

Starting in 2019, staff plan to seek Council's authorization for this type of grant through a report in order to:

- provide background information regarding the previously awarded grants;
- maintain transparency through publically disclosing grant awards (consistent with other grants awarded by Council); and
- ensure efficient processing of applications and timely disbursement of funds by submitting the report in early fall of each year independent of the timing of the first application.

Upon approval, staff will process 2019 requests and issue grants to Burnaby-based seniors groups organizing Christmas lunch/dinner prior to January 01, 2020.

## **5.0 RECOMMENDATION**

This report provides an overview of the Christmas lunch/dinner grants provided to seniors groups, and the process for requesting and approving the grants. It is recommended that Council authorize staff to award a grant in the amount of \$8.00 per person to seniors groups applying for their 2019 Christmas lunch/dinner grants.



Kate O'Connell  
CITY CLERK

NV: nv

Copied to: City Manager  
Director Corporate Services  
Director Finance