

INTERNATIONAL RELATIONS AND FRIENDSHIP CITIES COMMITTEE

TO: *MAYOR AND COUNCILLORS*

**SUBJECT: 2025 OFFICIAL SISTER AND FRIENDSHIP CITIES VISIT TO JAPAN,
SOUTH KOREA, AND TAIWAN**

RECOMMENDATION:

THAT a delegation of Council be authorized to visit Kushiro, Japan, Hwaseong, South Korea, and Taichung, Taiwan; and

THAT representatives from the Burnaby business community, Tourism Burnaby, Burnaby Board of Trade, Burnaby Board of Education, Simon Fraser University, and British Columbia Institute of Technology be invited to participate in the Official Sister Cities and Friendship City visit.

REPORT

The International Relations and Friendship Cities Committee, at its meeting held on July 23, 2024, received and adopted the attached report seeking approval for a delegation of Council to visit Sister Cities Kushiro, Japan and Hwaseong, South Korea, and Friendship City Taichung, Taiwan.

The report has not appeared on Council agenda immediately after the July 23, 2024, International Relations and Friendship Cities Committee meeting due to Standing Committee appointments, Acting Mayor schedule, and budget considerations.

At its meeting held on November 18, 2024, the International Relations and Friendship Cities Committee received correspondence from the City of Kushiro, Japan, informing the Committee of the preferable dates for delegation of the City of Burnaby to visit the City of Kushiro. The Committee agreed that there is a need to amend the report to reflect the updated travel dates and delegation destinations.

Based on correspondence received from the City of Kushiro, the Committee agreed to change the delegation travel dates from March 2025 to September 2025 to accommodate visiting the City of Kushiro during the “Kushiro Tairyo Donpaku” event, which will take place on September 13 and 14, 2025.

The Committee further inquired about the cost breakdown per delegate to visit Japan only, Japan and Korea, and Japan, Korea and Taiwan, to assess delegation destinations.

The estimated cost per delegate is summarized in the table below:

	Japan (7 days)	Japan & Korea (11 days)	Japan, Korea & Taiwan (14 days)
Economy Class	\$ 2,000	\$ 3,100	\$ 2,500
Premium Economy Class	\$ 3,000	\$ 4,500	\$ 4,500
Business Class	\$ 4,000	\$ 8,500	\$ 8,500
Accommodations	\$ 1,750	\$ 2,750	\$ 3,500
Meals	\$ 1,000	\$ 1,600	\$ 2,000
Total	\$ 2,750	\$ 4,350	\$ 5,500
Total via Economy Class	\$ 4,750	\$ 7,450	\$ 8,000
Total via Premium Economy Class	\$ 5,750	\$ 8,850	\$ 10,000
Total via Business Class	\$ 6,750	\$ 12,850	\$ 14,000

Other additional estimated costs are summarized in the table below:

	Japan (7 days)	Japan & Korea (11 days)	Japan, Korea & Taiwan (14 days)
Ground Transportation	\$ 5,000	\$ 10,000	\$ 15,000
Hosting Dinner	\$ 8,000	\$ 16,000	\$ 24,000
Token of Appreciation	\$ 2,000	\$ 4,000	\$ 6,000
Total	\$ 15,000	\$ 30,000	\$ 45,000

The report with the additional context above now appears before Council for approval.

On behalf of the International Relations
and Friendship Cities Committee,

Councillor P. Calendino
Chair

Councillor J. Wang
Vice Chair

TO: INTERNATIONAL RELATIONS AND FRIENDSHIP CITIES
COMMITTEE (IR&FCC)

FROM: DEPUTY CHIEF ADMINISTRATIVE OFFICER AND CHIEF
FINANCIAL OFFICER

SUBJECT: **2025 OFFICIAL SISTER AND FRIENDSHIP CITIES VISIT TO
JAPAN, SOUTH KOREA, AND TAIWAN**

PURPOSE: To seek approval for a delegation of Council to visit Sister Cities
Kushiro, Japan and Hwaseong, South Korea, and Friendship City
Taichung, Taiwan.

RECOMMENDATION

THAT a delegation of Council be authorized to visit Kushiro, Japan, Hwaseong, South Korea, and Taichung, Taiwan;

THAT representatives from the Burnaby business community, Tourism Burnaby, Burnaby Board of Trade, Burnaby Board of Education, Simon Fraser University, and British Columbia Institute of Technology be invited to participate in the Official Sister Cities and Friendship City visit.

1.0 POLICY SECTION

The City of Burnaby maintains Sister and Friendship City relationships that meet the goals and objectives of Burnaby's International Relations and Friendship Cities Program.

Sister City and Friendship City visits support the following City policies: Climate Action Framework; Official Community Plan; Community Safety Plan; Transportation Plan; Economic Development Strategy; Environmental Sustainability Strategy; Housing and Homelessness Strategy; and Social Sustainability Strategy.

2.0 BACKGROUND

Burnaby has a strong tradition of international sister and friendship city relationships. Sister and friendship cities have intrinsic long-term benefits for the community, like spreading economic and cultural awareness.

2.1 Kushiro, Japan

The Sister City relationship between Kushiro, Japan and Burnaby began in 1965.

2.2 Hwaseong, South Korea

The Sister City relationship between Hwaseong, South Korea and Burnaby began in 2010.

2.3 Taichung, Taiwan

The Hi-Tech City Declaration between Taichung, Taiwan and Burnaby was signed in 2007 and the Friendship City relationship between the two cities began in 2009.

3.0 GENERAL INFORMATION

2025 marks the sixtieth anniversary of the Sister City relationship between the City of Burnaby and Kushiro, Japan, the fifteenth anniversary of the Sister City relationship between the City of Burnaby and Hwaseong, Korea, and the sixteenth anniversary of the Hi-Tech City Declaration between Taichung, Taiwan, and Burnaby.

At its meeting on January 11, 2024, the International Relations and Friendship Cities Committee requested that staff investigate planning a visit to Kushiro, Japan, Hwaseong, South Korea, and Taichung, Taiwan in 2025.

4.0 COMMUNICATION AND COMMUNITY ENGAGEMENT

Not applicable.

5.0 FINANCIAL CONSIDERATIONS

It is at Council’s discretion on the dates to travel to Asia. There has been an invitation for Council to attend the Taipei/ Kaohsiung Smart City Summit & Expo, which for 2025 takes place from March 18 to 22. As a result, the Committee may recommend that Council send a delegation to Asia in March 2025.

The estimated cost per delegate is summarized in the table below for 15 days:

Estimated Cost per Delegate	
Airfare (Premium Economy Class Air – Business Class)	\$8,500 - \$11,000
Accommodations	\$4,500
Meals	\$2,000
Total	\$15,000 - \$17,500

Other additional estimated costs are summarized in the table below:

Estimated Cost	
Ground Transportation	\$15,000
Hosting Dinner	\$25,000
Tokens of Appreciation	<u>\$6,000</u>
Total	\$46,000

International Relations activities have previously been budgeted from the Gaming Reserve. Should Council authorize the delegation, the budget required would be included as a commitment against the Gaming Reserve during the 2025-2029 Financial Planning process. Approval is required in advance of the 2025-2029 Financial Plan Bylaw, which will be presented to Council early in 2025, so that staff are able to start planning the trip and make necessary travel arrangements.

Respectfully submitted,
Noreen Kassam, Deputy Chief Administrative Officer and Chief Financial Officer

ATTACHMENTS

- Attachment 1 - Kushiro, Japan, Sister City Agreement
- Attachment 2 - Hwaseong, Korea, Sister City Agreement
- Attachment 3 - Taichung, Taiwan, Friendship City Agreement
- Attachment 4 - Smart City Expo Invitation Letter
- Attachment 5 - Smart City Expo Dates