

Attachment 2



Civic Innovation Lab Society
2024-2025
Annual Report

Photo credit: Jon Ross Films

Land Acknowledgement

The Civic Innovation Lab acknowledges that it carries out its work on the ancestral and unceded homelands of the x^wməθk^wəy^{əm} (Musqueam), Sk̓wx̓wú7mesh Úxwumixw (Squamish), sə́l ilwətaʔɥ (Tseil-Waututh), and k^wik^wəłəm (Kwkwetlem) Nations.

Table of Contents

Introduction	4
Message from the Chair	5
Mission and Guiding Principles	6
Priority Areas	6
Financials	7
Highlighted Projects	10
Lab by the Numbers	15
Board of Directors and Staff	16

Introduction

The Civic Innovation Lab is a partnership that embodies many years of collaboration between the City of Burnaby and Simon Fraser University (SFU).

The Lab's mandate is to advance education through the provision of collaborative learning and research opportunities contributing to the economic, social, and environmental health and well-being of Burnaby community members.

The Lab combines the expertise and resources of SFU and the City to find fresh solutions to challenges and issues affecting cities, from building inclusive communities, to achieving sustainable growth, to addressing the impacts of the climate emergency.

The Lab has offices located at Christine Sinclair Community Centre, generously contributed by the City of Burnaby. Projects of the Civic Innovation Lab take place throughout the city and on SFU campuses.

Message from the Chair

2024 was another busy year for the Civic Innovation Lab in its third year of operation with many new projects and partnerships. What began as an idea has now become a successful organization, which exemplifies the partnership between the City of Burnaby and Simon Fraser University.

In 2024, the former Board Chair Dr. Joanne Curry retired from SFU and Dr. Mary O'Brien, Dean of Graduate Studies, joined the Board as one of two SFU representatives. We are grateful for Dr. Curry's incredible work that led to building SFU's strong partnership with the City of Burnaby and delighted to have Dr. O'Brien join us.

Building on more than a sixty-year relationship between SFU and the City of Burnaby, the Civic Innovation Lab serves as the important function of tying together cutting edge SFU research with timely civic issues. In 2024, Lab supported more than 20 research projects, representing a total research funding value of over \$30 million. Together with enthusiastic participation from SFU students and community, leading researchers from multiple SFU Faculties and Departments have worked with staff across City departments, supported and moderated by the Lab. The collaborations lead to developing practical, ready-to-apply solutions and expanding and deepening the relevant knowledge base to inform decision-making and policy-making processes at the City. You can read more about some of these projects in the Highlighted Projects section.

I thank Lab staff Rebekah Mahaffey, Abdul Zahir, Kilim Park, and Laurence Meadows, for their excellent work this past year. I'd also like to thank Burnaby City Councillor Daniel Tetrault for his support as the Lab's Council Liaison. As the Board Chair, I am looking forward to seeing what awaits the Lab this coming year and learning more from the outcomes. Thank you for all your support for and interest in the Civic Innovation Lab.

Leon Gous

Chair

Civic Innovation Lab Society



Mission

The Civic Innovation Lab's mission is to advance education through the provision of collaborative learning and research opportunities and contribute to the economic, social, and environmental well-being of Burnaby residents through the study of civic innovation challenges.

Guiding Principles

To inform our work, the Lab has adopted the following guiding principles:

- Advance community-engaged research and learning within Board-identified priority areas.
- Foster innovation in research, approaches, and/or applications.
- Implement the strategic plans and priorities of the founding partners, City of Burnaby and Simon Fraser University.
- Enhance community health and economic, social, and environmental well-being.

Priority Areas

- Climate Action: GHG emission reduction, adaption, and mitigation
- Mobility: Accelerating the shift to sustainable transportation options
- Smart Data Collection: Harnessing data collection methods and feedback loops
- Equity and Intersectionality: Advancing social justice and inclusion
- Truth and Reconciliation: Furthering the ongoing process of reconciliation and decolonization

Financials

Message from the Treasurer

As Treasurer for the Civic Innovation Lab Society, I am pleased to present our financial statements for the 2024 fiscal year. As noted by our Chair, the past year has been a fruitful and rewarding year for the Lab. We are grateful for the continuing support and dedication of our founding partners, Simon Fraser University (SFU) and the City of Burnaby.

Both the City of Burnaby and SFU have again provided the Lab's revenues in equal proportions, which were put towards the Lab expenses including staff compensation and non-labour operational costs of the Society. The revenues are proportionately consolidated within the financial statements of the City of Burnaby and SFU.

The founding partners continue to provide generous in-kind contributions for the Lab that enables dynamic and relevant research projects to be undertaken with SFU researchers and the City staff. As part of our commitment to fiscal responsibility and transparency, we have again engaged PSL Chartered Professional Accountants to conduct a review of the Lab's 2024 financial statements. The following pages include a summary, and you can view the full version as well as accompanying notes on our website, www.civicinnovationlab.ca/about.

The Civic Innovation Lab Board is delighted to see the work of the Lab continue to grow and bring positive changes to the communities and citizens of the City of Burnaby and beyond.

Juli Halliwell

Treasurer

Civic Innovation Lab Society



Civic Innovation Lab
Statement of Financial Position (Unaudited)
As of December 31, 2024

	2024	2023
Assets		
Current Assets		
Cash and Cash Equivalent (Note 4)		
Chequing	48,236	55,897
Interest Receivable	105	115
Term Deposit (Note 5)	5,275	5,000
Total Cash and Cash Equivalent	\$ 53,616	\$ 61,013
Accounts Receivable (A/R)		
Accounts Receivable (A/R) - from CoB	0	76,934
Accounts Receivable (A/R) - from SFU	0	128,792
Total Accounts Receivable (A/R)	\$ -	\$ 205,727
Total Current Assets	\$ 53,616	\$ 266,739
Total Assets	\$ 53,616	\$ 266,739
Liabilities and Net Assets		
Liabilities		
Current Liabilities		
Accounts Payable (A/P)		
Accounts Payable (A/P) - owe to CoB	21,553	144,241
Accounts Payable (A/P) - owe to SFU	21,512	92,383
Total Accounts Payable (A/P)	\$ 43,065	\$ 236,624
Accrued Liabilities	171	0
Total Current Liabilities	\$ 43,236	\$ 236,624
Non-current Liabilities		
Deferred Contributions (Note 6)	5,000	25,000
Total Non-current Liabilities	\$ 5,000	\$ 25,000
Total Liabilities	\$ 48,236	\$ 261,624
Net Assets		
Internally Restricted	5,000	5,000
Unrestricted	380	115
Total Equity	\$ 5,380	\$ 5,115
Total Liabilities and Equity	\$ 53,616	\$ 266,739

Note: The financial statements are to be read in conjunction with the *Notes to Financial Statements*. For a complete set of financial statements and notes, please visit our website, www.civicinnovationlab.ca/about.

Civic Innovation Lab
Statement of Operations (Unaudited)
 January - December 2024

	2024	2023
REVENUES		
External Grant Contributions (Note 6)	20,000	5,000
Grant Revenue - CoB	6,888	77,989
Grant Revenue - CoB In-Kind (Note 3)	139,742	87,641
Grant Revenue - SFU	6,888	97,193
Grant Revenue - SFU In-Kind (Note 3)	154,715	68,437
Total Revenues	\$ 328,234	\$ 336,260
EXPENSES		
Accounting & Professional Fees	5,513	0
Bank charges	2	0
Communications	391	0
Grant Distributions	21,000	5,000
Interest expense	2	0
Legal and professional fees	954	10,718
Management Fees	294,457	297,717
Meeting Expenses	2,114	2,335
Memberships & Professional Dues	1,499	1,001
Other general and administrative expenses	85	3,591
Software	627	368
Stationery and printing	389	0
Supplies	385	885
Training and Development	549	51
Website	266	9,594
Total Expenses	\$ 328,234	\$ 331,260
OTHER INCOME		
Interest earned	265	115
Total Other Income	\$ 265	\$ 115
EXCESS OF REVENUE OVER EXPENSES	\$ 265	\$ 5,115

Note: The financial statements are to be read in conjunction with the *Notes to Financial Statements*. For a complete set of financial statements and notes, please visit our website, www.civicinnovationlab.ca/about.



Highlighted Projects



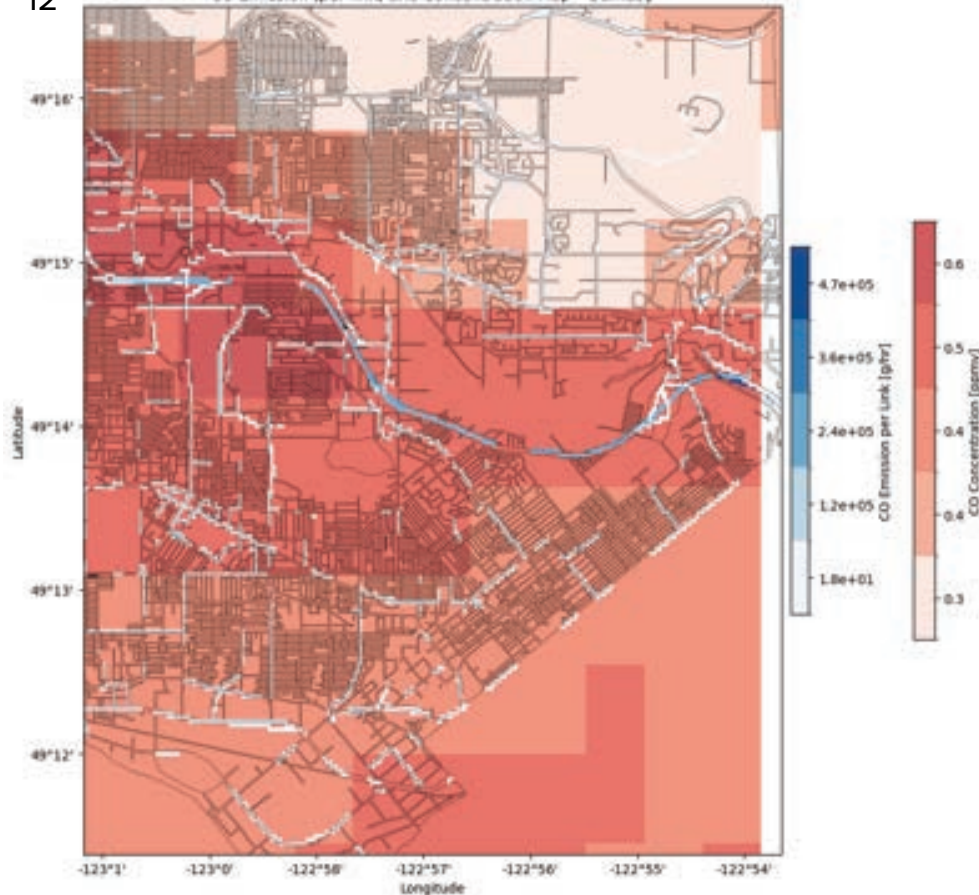
How persons living with dementia perceive, interpret, and interact with the neighbourhood built environment is not adequately understood. It is also essential to explore people-place relations in the built environment based on the lived experience of persons living with dementia and meaningfully engage them in participatory research.

DemSCAPE project conducted walk-along interviews with embodied videography, photo documentation, semi-structured sit-down interviews and visual techniques using photos and video clips to explore the influence of the neighbourhood built environment on the outdoor walking experience of persons living with dementia.

DemSCAPE project has developed three knowledge mobilization resources to raise awareness and improve the neighbourhood built environment through partnerships with regional municipal planners, community organizations and decision-makers to enable communities to become dementia-inclusive. The resources include Dementia-inclusive Planning and Design Guidelines, an education and advocacy video, and an easy-to-use environment audit tool.

SFU Researchers (Gerontology): Dr. Habib Chaudhury, Kishore Seetharaman, Cari Randa-Beaulieu, Myia Wilhelm
 City of Burnaby Planning, Engineering / Alzheimer Society of Canada

CO Emission (per link) and Concentration Map - Burnaby



Sustainable community-resilient alternative mobility (SCRAM)

SCRAM examines community-centered urban transportation decarbonization strategies. Utilizing extensive data from City of Burnaby and Metro Vancouver alongside advanced modeling tools, the project aims to pinpoint opportunities and assess their impact on community resilience. Health impact assessments and environmental justice considerations will be critical components of the project's mobility recommendations.



Researchers: Dr. Vahid Hosseini (SFU Sustainable Energy Engineering), Dr. Alison Shaw (SFU Action on Climate Team (ACT) and Climate Innovation), Dr. Chris Buse (SFU Health Sciences), Dr. Amanda Giang (UBC Mechanical Engineering), and Dr. Mahmudur Fatmi (UBCO Engineering)
City of Burnaby Transportation Engineering


Ecological risk assessment of flocculants for the construction industry in British Columbia

In collaboration with the City of Burnaby Engineering staff (Drainage and Development), the SFU research team led by Drs. Jane Fowler and Vicki Marlatt, is investigating environmentally acceptable flocculants that could be utilized by the City and private developers to limit the environmental impact of development site run-off into local watersheds, particularly during extreme weather conditions. The team is designing an experimental framework to analyze and evaluate identified flocculants.

Two student researchers hired with the support of Mitacs funding are gaining technical expertise in toxicological testing methods used for assessing the environmental impact of chemicals used in wastewater and stormwater treatment. Students will also be able to learn about regulatory and permitting processes associated with development projects.


SFU Researchers (Biological Sciences): Dr. Vicki Marlatt, Dr. Jane Fowler, Kaitlyn Mcgunn, Emma Kent
 City of Burnaby Engineering (Drainage and Development)





Case Study: Building Equitable Communities

GBA+ Community Planning in
Burnaby, BC




REACH-Cities (REsearch and ACtion for Healthy Cities)



REACH-Cities is a 6-year (2022-28) Canadian Institutes of Health Research funded program led by Dr. Meghan Winters. The project aims to identify and implement practical ways to incrementally embed equity considerations into city planning processes and advance the work of healthy and equitable cities.

YWCA City Shift and REACH-Cities launched Building Equitable Communities: GBA+ (Gender-Based Analysis Plus) Community Planning in Burnaby, a case study that shares how municipalities can integrate tools like GBA+ into planning, programming and policy development. The Burnaby GBA+ pilot was applied to the community planning process for Edmonds, Royal Oak, and Cascade Heights, testing new equity-focused engagement strategies and policy considerations. The resulting guide provides municipalities with key lessons to support their community-facing work.

SFU Researchers (Health Sciences): Dr. Meghan Winters
City of Burnaby Community Planning / YWCA Metro Vancouver



Lab by the Numbers

14

Ongoing projects

7

Projects in development

10

Completed projects

\$31,200,000

Research project value supported

15

SFU
departments
engaged

10

City of Burnaby
departments
engaged

31

SFU leads
engaged

105

SFU students
engaged

Board of Directors

Our Board of Directors consists of representatives from our founding partners, City of Burnaby and Simon Fraser University.

Leon Gous, Chair

Chief Administrative Officer
City of Burnaby

Dugan O’Neil, Vice-Chair

Vice-President, Research & Innovation
Simon Fraser University

Juli Halliwell, Treasurer

General Manager, Corporate Services
City of Burnaby

Mary O’Brien, Secretary

Dean, Graduate Studies
Simon Fraser University

Lab Staff

Our staff are seconded from our two founding partners, City of Burnaby and Simon Fraser University.

Rebekah Mahaffey, Executive Director

Civic Innovation Lab
City of Burnaby

Abdul Zahir, Research Project Manager

Kilim Park, Research Project Manager

Civic Innovation Lab
Simon Fraser University

Laurence Meadows, Strategic Partnerships Manager

Civic Innovation Lab
Simon Fraser University

Additional support has been graciously provided by the following City of Burnaby personnel:

Erika Balabanoff, Change Management Administrator

Lisa Dotto, Manager Administrative Support

Joy Sze, Financial Analyst



Photo credit: Jennifer Merry