

ITEM 5  
MANAGER'S REPORT NO. 31  
COUNCIL MEETING Apr. 25/77

Re: LETTER FROM THE MINISTRY OF MUNICIPAL AFFAIRS AND HOUSING  
WHICH APPEARED ON THE AGENDA FOR THE APRIL 18, 1977 MEETING  
OF COUNCIL (5e)  
NEIGHBOURHOOD IMPROVEMENT PROGRAM (N.I.P.) 1977

Appearing on last week's agenda was a letter from the Honourable Hugh A. Curtis, Minister of Municipal Affairs and Housing, regarding an announcement that the Municipality has been granted \$750,000 under the N.I.P. program. Following is a report from the Director of Planning on this matter.

RECOMMENDATIONS:

1. THAT Council approve a Municipal Resolution authorizing the Planning Department to proceed with the application for a Certificate of Eligibility to obtain neighbourhood selection funds in accordance with the Federal and Provincial agreements; and
2. THAT the Planning Department be authorized to proceed with Stage 1 of the N.I.P. program, and bring forward a report on the recommended boundaries of the N.I.P. area.

\* \* \* \* \*

Planning Department  
April 20, 1977

File #12.129

TO: MUNICIPAL MANAGER  
FROM: DIRECTOR OF PLANNING  
RE: NEIGHBOURHOOD IMPROVEMENT PROGRAM (N.I.P.) 1977

A. BACKGROUND

On December 20, 1976 the Burnaby Municipal Council approved the Planning Department recommendation THAT:

"...the Director of Planning be authorized to make an application to the Provincial Department of Housing for assistance under the Neighbourhood Improvement Program, and that such application include Willingdon Heights and the Riverside (Big Bend) residential area."

The Municipality previously applied for funding under the 1974 and 1975 N.I.P. programs, and is presently conducting a N.I.P. program in the Eastburn area under 1975 funding. Both Willingdon Heights and Burnaby Heights were submitted in the 1974 and 1975 applications.

When the Planning Department made application on behalf of the Municipality in December, 1976, Willingdon Heights was listed as the most urgent area for funding followed by Burnaby Heights and Riverside.

As a result of that application, Burnaby has been allocated \$750,000 Federal/Provincial N.I.P. grant under the 1977 Program.

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B. INTRODUCTION

There are two primary forms of assistance involved in N.I.P. designation of an area: 116

1. N.I.P. Grant
2. Residential Rehabilitation Assistance Program (R.R.A.P.)

The N.I.P. grant offers financial support to municipalities in concert with neighbourhood residents for physical improvements which complement the social fabric of the neighbourhood. The N.I.P. program must be administered by the Municipality in cooperation with the area residents.

The R.R.A.P. program complements N.I.P. and offers residents of N.I.P. areas loans, for which all or part of the repayment may be forgiven, to assist in the repair and rehabilitation of older dwellings. The R.R.A.P. program must be administered by the Municipality.

Where N.I.P. administration costs are included in the N.I.P. grant, R.R.A.P. administration costs are paid by C.M.H.C. through a \$300 grant to Municipalities for each completed R.R.A.P. application.

A copy of the agreement entered into between the Province and C.M.H.C. for the purpose of the N.I.P. program was received by Council last week.

C. FINANCIAL COMMITMENTS OF N.I.P.

The Neighbourhood Improvement Program is a cost sharing agreement between three levels of government where the Federal Government contributes 50%, Provincial 25% and Municipal 25% of each project undertaken.

As outlined in the letter from the Provincial Department of Housing, the funds allocated to Burnaby for the four year duration of this N.I.P. program are:

Federal Grant	\$ 500,000
Provincial Grant	250,000
Municipal Commitment	<u>250,000</u>
	\$1,000,000

The Federal and Provincial grant amounts represent the maximum funds available to Burnaby as direct grants under the N.I.P. program commencing in 1977. A Federal loan is available to cover the Municipal commitment to N.I.P., allowing the Municipality to pay for its share of the costs over a maximum of 25 years.

The program requires that funding be allocated in three basic stages:

1. Neighbourhood Selection
2. Plan Formulation
3. Implementation

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The Federal and Provincial Governments will make an advance contribution of 2% of their total commitment for the first stage. With their total grant commitment being \$750,000, the 2% would amount to \$15,000.

The Federal and Provincial Governments will make an 8% advance contribution to the second stage, amounting to \$60,000. The Federal-Provincial advance for the third stage amounts to 20% or \$150,000.

D. STAGE I FUNDING

To aid municipalities in searching out areas fully suited to N.I.P., the Federal and Provincial Governments have made available a cash advance of up to 2% of the total Federal-Provincial grant (\$750,000), or up to \$15,000. This would mean the Municipality would be committed to \$5,000 for Stage I. The table below outlines Stage I commitments.

Federal Advance	\$ 10,000
Provincial Advance	5,000
<b>TOTAL ADVANCE</b>	<u>15,000</u>
Municipal Commitment	<u>5,000</u>
<b>Stage I Maximum Expenditure</b>	<u>\$ 20,000</u>

It should be noted that the Municipality need not contribute its committed funds until Stage III of the program.

E. TIMING OF THE PROGRAM

While a certain degree of flexibility is built into the N.I.P. program, the Municipality must have applied for a Certificate of Eligibility to obtain the 2% neighbourhood selection funds by June 30, 1977.

It is anticipated the program's duration will be:

	<u>COMMENCING</u>	<u>COMPLETED</u>
Stage I	May, 1977	August, 1977
Stage II	September, 1977	January, 1978
Stage III	February, 1978	February, 1981

F. AREA DEFINITION

While the Willingdon Heights area appears to be our first priority area, based on planning analysis to date, the formal boundaries of the area will be determined during Stage I.

It should be noted that C.M.H.C. requires a \$200 per capita minimum level of funding in N.I.P. areas. This means that a new N.I.P. area should have a population of approximately 5,000 people. The Willingdon Heights area bounded by Boundary Road, Hastings Street, Willingdon Avenue and Douglas Road is near the appropriate size.

G. RELATIONSHIP TO EXISTING MUNICIPAL PLANNING AND PROGRAMS

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It is an objective of the N.I.P. program that actions decided upon in concert with area residents be in harmony with the existing realities of the larger community. In other words, activities resulting from N.I.P. must complement Municipal directions, as well as local aspirations. This ensures that facilities planned on a Municipal wide basis are not duplicated at the local level, and that the N.I.P. funds are not used solely for the sake of spending but rather to accomplish Municipal and local ends which might not be implemented for several years due to financial limitations.

H. SUMMARY


The Municipality is presently in a position to enter into a second N.I.P. program with the Federal and Provincial Governments, the first being the Eastburn area program. The Municipal commitment of funds would be \$250,000 over a four year period. The Municipal commitment to Stage I would be \$5,000. While the Willingdon Heights area appears to be our first priority, formal boundaries will be determined in Stage I.

All activities involving allocations of monies at each stage of the program will require Council consideration and approval.

I. RECOMMENDATIONS

In order to enter into a second N.I.P. program with the Province and C.M.H.C., it is recommended THAT Council approve:

1. A Municipal Resolution authorizing the Planning Department to proceed with the application for a Certificate of Eligibility to obtain neighbourhood selection funds in accordance with the Federal and Provincial agreements.
2. Authorization for the Planning Department to proceed with Stage I of the N.I.P. Program, and bring forward a report on the recommended boundaries of the N.I.P. area.

  
A. L. Parr  
DIRECTOR OF PLANNING

RE/BR/dm  
attachments  
cc   Municipal Treasurer  
      Municipal Engineer  
      Chief Building Inspector  
      Parks and Recreation Administrator