

**REPORT**  
**1994 May 09**

**CITY OF BURNABY**

**EXECUTIVE COMMITTEE OF COUNCIL  
(LEASE GRANTS)**

HIS WORSHIP, THE MAYOR  
AND COUNCILLORS:

RE: LEASE GRANT APPLICATION - BURNABY MULTICULTURAL SOCIETY

The Executive Committee of Council recommends the following for approval of Council.

**RECOMMENDATION:**

1. THAT Council be requested to authorize approval for the Burnaby Multicultural Society to receive a lease grant of \$2,656 to offset the 1994 lease rate for recently re-allocated space at the Burnaby Heights facility.

**R E P O R T**

The Executive Committee of Council at its meeting held on 1994 May 02 received and adopted the attached staff report to provide information on the lease grant application received from the Burnaby Multicultural Society for re-allocated space at the Burnaby Heights facility.

Respectfully submitted,

Councillor L. Rankin  
Chair

:COPY - CITY MANAGER  
- DIR. ADMIN. & COMM. SERV.  
- DIRECTOR FINANCE  
- DIR. PLNG. AND BLDG.

Councillor D. Corrigan  
Member

Councillor C. Redman  
Member

**TO: EXECUTIVE COMMITTEE - GRANTS**

**1994 APRIL 11**

**FROM: DIRECTOR PLANNING & BUILDING**

**SUBJECT: LEASE GRANT APPLICATION - BURNABY MULTICULTURAL SOCIETY**

**PURPOSE:** To provide information on the lease grant application received from the Burnaby Multicultural Society for re-allocated space at the Burnaby Heights facility.

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**RECOMMENDATION:**

1. **THAT** the Burnaby Multicultural Society receive a lease grant of \$2,656 to offset the 1994 lease rate for recently re-allocated space at the Burnaby Heights facility.

**REPORT**

**1.0 INTRODUCTION**

On 1994 February 07, Council approved the recommendations of the Community Issues & Social Planning Committee to allocate additional space at Burnaby Heights to the Burnaby Multicultural Society for the establishment of an immigrant settlement and adaptation services program.

This report provides information on the lease grant application received from the Burnaby Multicultural Society to offset the 1994 lease rate for the recently allocated space at the Burnaby Heights community resource centre.

**2.0 LEASE GRANT APPLICATION**

The Burnaby Multicultural Society has entered into a lease agreement with the City for Room 29 (768 square feet) at the Burnaby Heights facility. In accordance with City policy, the 1994 lease rate (before grant) for the space was set at \$8.77 per square foot per year.

In 1992 April 21, Council approved guidelines for the issuance of a lease grant to non-profit groups occupying space at community resource facilities that provide services of benefit to Burnaby residents. For existing non-profit tenants receiving additional space at Burnaby Heights, the guidelines provide for a lease grant to hold lease costs at 1991 levels with appropriate adjustments for inflation.

Consistent with guidelines, the Burnaby Multicultural Society has applied for a lease grant to reduce the established lease rate to the same level (after grant) as their other space at the Burnaby Heights facility. The Burnaby Multicultural Society meets the requirements of the lease grant guidelines for full lease grant support to maintain lease costs at 1991 levels with appropriate adjustments for inflation.

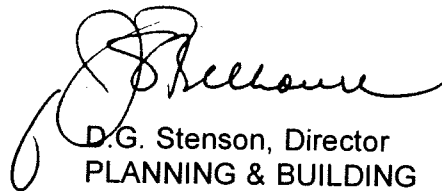
The Burnaby Multicultural Society was advised that the issuance of lease grants is at the discretion of the Executive Committee - Grants, and that the availability of the lease grant may also be subject to budget availability.

For 1994, the annual lease rate for the re-allocated space totals \$6,735 (\$8.77 per square foot by 768 square feet). For the ten (10) month period from 1994 March to 1994 December, the Multicultural Society has applied for a pro-rated lease grant of \$2,656. This would reduce the actual lease rate for this space to \$4.62 per square foot - equal to their other space at the facility.

### 3.0 NEXT STEPS

It is proposed that the Committee recommend to Council that the Burnaby Multicultural Society receive a lease grant of \$2,656 to offset their 1994 lease rate for re-allocated space at Burnaby Heights. There are funds available in the lease grant account for both Burnaby Heights and Edmonds North Wing tenants.

Once approved by Council, Finance Department staff would adjust the monthly lease payments of the Society to reflect the lease grant amount. The lease grant funds would be transferred internally for budgeting and accounting purposes.



D.G. Stenson, Director  
PLANNING & BUILDING

LP/jp

cc: Director Finance  
Director Administration & Community Services  
City Clerk

