

**REPORT**  
**1997 OCTOBER 27**

CITY OF BURNABY

**EXECUTIVE COMMITTEE OF COUNCIL**

HIS WORSHIP, THE MAYOR  
AND COUNCILLORS

**RE: 1998 LEASE GRANTS - RESOURCE CENTRES**

**RECOMMENDATIONS:**

1. THAT Council approve the proposed 1998 lease grants for resource centre tenants as contained in this report.
2. THAT Council authorize staff to make the appropriate 1998 lease renewal arrangements with the Burnaby Heights and Edmonds resource centre tenants.
3. THAT Council authorize the City Solicitor to prepare the necessary 1998 lease authorization bylaw for tenants of the Burnaby Heights and Edmonds resource centres.

**REPORT**

The Executive Committee of Council, at its meeting held on 1997 October 06, endorsed the attached report requesting approval for 1998 lease grants for non-profit tenants at the Burnaby Heights and Edmonds resource centres.

Respectfully submitted,

Councillor D.R. Corrigan,  
CHAIR

Councillor D.G. Evans,  
Member

Councillor D.N. Johnston,  
Member

: COPY - CITY MANAGER  
- DIRECTOR FINANCE  
- DIR. PLNG. & BLDG.  
- A/DIR. REC. & CULT. SERV.  
- CHIEF LICENCE INSP.

TO: EXECUTIVE COMMITTEE - GRANTS 1997 SEPTEMBER 18  
FROM: DIRECTOR PLANNING AND BUILDING OUR FILE: 10.121  
SUBJECT: 1998 LEASE GRANTS - RESOURCE CENTRES  
PURPOSE: To seek approval for 1998 lease grants for non-profit tenants at the Burnaby Heights and Edmonds resource centres.

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### RECOMMENDATIONS:

1. THAT the Committee request Council to approve the proposed 1998 lease grants for resource centre tenants as contain in this report.
2. THAT the Committee request Council to authorize staff to make the appropriate 1998 lease renewal arrangements with the Burnaby Heights and Edmonds resource centre tenants.
3. THAT the Committee request Council to authorize the City Solicitor to prepare the necessary 1998 lease authorization bylaw for tenants of the Burnaby Heights and Edmonds resource centres.

## REPORT

### 1.0 BACKGROUND

In 1992 April, Council approved guidelines for the issuance of grants to offset lease rates for non-profit groups allocated space at the Burnaby Heights and Edmonds resource centres. In general, tenants at the resource centres can qualify for a grant to offset 25% or 50% of their lease costs depending on the extent of service provided to Burnaby residents.

At its meeting of 1997 July 7, Council approved recommendations for 1998 lease rates and anticipated lease grant amounts for tenants at the resource centres. Council also approved a recommendation to distribute the report on 1998 lease rates and grants to tenants with a request for tenants to make application for 1998 lease grants.

Based on the lease grant guidelines and the information received from tenant applications, this report proposes 1998 lease grant amounts for non-profit tenants at the resource centres, as shown in the *attached* Table 1.

## 2.0 PROPOSED 1998 LEASE GRANTS

Staff have received all expected 1998 lease grant applications. The requests received are consistent with the lease grant guidelines. The requests reflect the anticipated lease grant amounts outlined in the report received by Council on 1997 July 7, with the exception of the application from the Boy Scouts of Canada. The Scouts have advised that as of 1997 November 1 their space at Burnaby Heights will be used exclusively for the activities of the Burnaby Region. This qualifies Scouts for the full lease grant amount to offset 50%, rather than the previously anticipated 47.4%, of the established lease rate for 1998. As such, the proposed 1998 lease grant for Scouts Canada has been adjusted to reflect the full lease grant amount.

In summary, lease grants are proposed for 11 non-profit groups at the Burnaby Heights Resource Centre, and 8 non-profit groups at the Edmonds Neighbourhood Resource Centre, as shown in Table 1 *attached*. Currently, Room 38 at Burnaby Heights remains to be allocated. Scouts Canada have also advised that they will be vacating Room 36 at Burnaby Heights as of 1997 November 1. For budgeting purposes, this report assumes that Rooms 36 & 38 will be re-allocated to non-profit tenants that would qualify for the full lease grant amount. The following table summarizes the total change from 1997 to 1998 for projected lease revenues and grants for both resource centres.

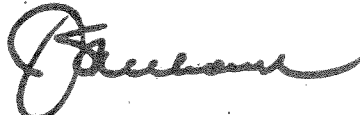
<i>Resource Centres</i>	<i>1997</i> \$	<i>1998</i> \$	<i>\$ Increase</i> <i>1997 - 1998</i>	<i>%</i> <i>Increase</i>
<i>Lease Rates (before grants)</i>	\$423,520	\$428,812	\$5,292	1.25%
<i>Lease Grants</i>	\$181,673	\$182,926	\$1,253	0.7%
<i>Lease Revenues (after grants)</i>	\$241,847	\$245,886	\$4,039	1.7%

Note: These figures are provided for comparison purposes and do not represent actual lease revenues. Figures are based on the established lease rates for 1998, the proposed level of lease support for 1998, and assume full occupancy at both resource centres.

## 3.0 NEXT STEPS

It is proposed that the Committee forward this report and recommendations to Council for approval of the proposed 1998 lease grant amounts. Once approved by Council, the Finance Department would adjust the monthly lease charges for the benefiting organizations to reflect the approved grant amount. The grant funds would be transferred internally for budgeting and accounting purposes.

It is also proposed that staff be authorized to make the necessary 1998 lease agreement renewal arrangements with tenants at both centres, and that the City Solicitor be authorized to prepare the necessary 1998 lease authorization bylaw.

  
D.G. Stenson, Director  
PLANNING AND BUILDING

LP\db  
Attachment

- cc: City Manager
- Deputy City Manager - Corporate Services
- Director Finance
- Director Recreation & Cultural Services
- City Clerk
- City Solicitor

**TABLE 1**

**PROPOSED 1998 LEASE GRANTS**

RESOURCE CENTRES	1998		1998 Lease Costs Offset (%)	1998	
	Approved Lease Rate \$/Year	Proposed Lease Grant \$/Year		Lease Cost Increase \$/Year	Lease Cost Increase (%)
<b>Burnaby Heights</b>					
Boy Scouts of Canada	\$20,688.96	\$10,344.48	50.0%	(\$23.58)	-0.2%
Room 36 - Unallocated (!) - See Note 1 below	\$8,995.20	\$4,497.60	50.0%	\$43.20	1.0%
B.C. Amateur Boxing Association	\$2,085.79	\$0.00	0.0%	\$21.54	1.0%
Bby Assoc. for the Mentally Handicapped	\$48,931.82	\$24,465.91	50.0%	\$252.66	1.0%
Burnaby Family Life Institute	\$47,056.14	\$23,528.07	50.0%	\$225.99	1.0%
Burnaby Info & Community Services Society	\$21,016.91	\$11,790.49	56.1%	\$504.92	5.8%
Burnaby Multicultural Society	\$19,826.92	\$9,913.46	50.0%	\$95.22	1.0%
Burnaby School District	\$30,222.72	\$0.00	0.0%	\$1,425.60	5.0%
Burnaby Seniors Outreach Services Society	\$3,073.36	\$1,536.68	50.0%	\$14.76	1.0%
Burnaby Volunteer Centre	\$11,553.21	\$6,088.54	52.7%	\$281.33	5.4%
Burnaby Volunteer Centre - Stock Room	\$947.03	\$473.52	50.0%	\$4.89	1.0%
Burnaby New West Child Support Program	\$9,894.72	\$4,947.36	50.0%	\$47.52	1.0%
Room 38 - Unallocated (!) - See Note 1 below	\$8,095.68	\$4,047.84	50.0%	\$38.88	1.0%
Simon Fraser Health Region	\$7,233.64	\$0.00	0.0%	\$69.48	1.0%
St. Leonard's Youth & Fam. Services Society	\$7,196.16	\$3,598.08	50.0%	\$34.56	1.0%
Comitato Attivita Scholastica Italiana / O.A.S.I.	\$14,954.52	\$7,477.26	50.0%	\$71.82	1.0%
Voices for Survivors Support Society	\$3,663.67	\$915.92	25.0%	\$26.39	1.0%
<b>Total Burnaby Heights</b>	<b>\$265,436.45</b>	<b>\$113,625.20</b>	<b>42.8%</b>	<b>\$3,135.19</b>	<b>2.1%</b>
<b>Edmonds</b>					
Bby Assoc. for the Mentally Handicapped	\$14,036.26	\$7,018.13	50.0%	\$67.41	1.0%
Burnaby Family Life Institute	\$14,073.74	\$7,036.87	50.0%	\$67.59	1.0%
Burnaby School District	\$14,045.63	\$0.00	0.0%	\$134.91	1.0%
Canadian Mental Health Association	\$14,111.22	\$7,055.61	50.0%	\$67.77	1.0%
Canadian Red Cross - Burnaby Branch	\$14,055.00	\$7,027.50	50.0%	\$67.50	1.0%
Deaf Children's Society of B.C.	\$21,457.30	\$5,364.33	25.0%	\$154.58	1.0%
St. John Ambulance - Burnaby Branch	\$19,030.47	\$9,515.24	50.0%	\$91.40	1.0%
St. Leonard's Youth & Fam. Services Society	\$3,270.13	\$1,635.07	50.0%	\$15.70	1.0%
St. Matthews Day Care Society	\$49,295.57	\$24,647.79	50.0%	\$236.75	1.0%
<b>Total Edmonds</b>	<b>\$163,375.32</b>	<b>\$69,300.52</b>	<b>42.4%</b>	<b>\$903.60</b>	<b>1.0%</b>
<b>TOTAL RESOURCE CENTRES</b>	<b>\$428,811.77</b>	<b>\$182,925.72</b>	<b>42.7%</b>	<b>\$4,038.79</b>	<b>1.7%</b>

Note (!) - The proposed lease grant amounts for Rooms 36 & 38 are provided for budget purposes. Once re-allocated, the selected tenants would make application to the Committee for the applicable lease grant amount.

