

CITY OF BURNABY  
EXECUTIVE COMMITTEE OF COUNCIL

HIS WORSHIP, THE MAYOR  
AND COUNCILLORS

RE: 1999 LEASE GRANTS - RESOURCE CENTRES

RECOMMENDATIONS:

1. THAT Council approve the proposed 1999 lease grants for resource centre tenants as contained in this report.
2. THAT Council authorize staff to make the appropriate 1999 lease renewal arrangements with the Burnaby Heights and Edmonds resource centre tenants.
3. THAT Council authorize the City Solicitor to prepare the necessary 1999 lease authorization bylaw for tenants of the Burnaby Heights and Edmonds resource centres.

R E P O R T

The Executive Committee of Council, at its meeting held on 1998 October 26, endorsed the attached report requesting approval for 1999 lease grants for non-profit tenants at the Burnaby Heights and Edmonds resource centres.

Respectfully submitted,

Councillor D. Corrigan,  
CHAIR

Councillor D. Evans,  
Member

: COPY - CITY MANAGER - DIRECTOR FINANCE - DIR. PLNG. & BLDG. - CITY SOLICITOR
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Councillor D. Johnston,  
Member

TO: EXECUTIVE COMMITTEE - GRANTS

1998 OCTOBER 20

FROM: DIRECTOR PLANNING AND BUILDING

OUR FILE: 10.121

SUBJECT: 1999 LEASE GRANTS - RESOURCE CENTRES

PURPOSE: To seek approval for 1999 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 1999 lease grants for resource centre tenants as contained in this report.
2. **THAT** the Committee request Council to authorize staff to make the appropriate 1999 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 1999 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 1998 July 13, Council approved recommendations for 1999 lease rates and anticipated lease grant amounts for tenants at the resource centres. Council also approved a recommendation to distribute the report on 1999 lease rates and grants to tenants with a request for tenants to make application for 1999 lease grants.

Based on the lease grant guidelines and the information received from tenant applications, this report proposes 1999 lease grant amounts for non-profit tenants at the resource centres, as shown in Table 1, *attached*.

## 2.0 PROPOSED 1999 LEASE GRANTS

Staff have received all expected 1999 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 1998 July 13. As such, 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 24A at Burnaby Heights remains to be allocated. The Community Issues and Social Planning Committee is in the process of selecting tenants for this space. For budgeting purposes, this report assumes that Rooms 24A will be re-allocated to non-profit tenants that would qualify for the full lease grant amount. The proposed 1999 lease grant amounts also continue a program of minor adjustments to the level of lease support provided to the Burnaby Information & Community Services Society and the Burnaby Volunteer Centre. Based on this, the following table summarizes the total change from 1998 to 1999 for projected lease revenues and grants for both resource centres.

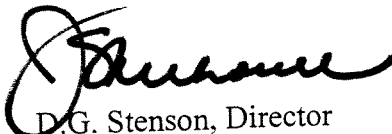
<i>Resource Centres</i>	<i>1998</i> \$	<i>1999</i> \$	<i>\$ Increase</i> <i>1998 - 1999</i>	<i>%</i> <i>Increase</i>
<i>Lease Rates (before grants)</i>	\$425,922	\$431,529	\$5,607	1.3%
<i>Lease Grants</i>	\$178,428	\$179,502	\$1,074	0.6%
<i>Lease Revenues (after grants)</i>	\$247,494	\$252,027	\$4,533	1.8%

Note: These figures are provided for comparison purposes. Figures are based on the established lease rates for 1998 and 1999, the proposed level of lease support for 1999, 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 1999 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 1999 lease agreement renewal arrangements with tenants at both centres, and that the City Solicitor be authorized to prepare the necessary 1999 lease authorization bylaw.

  
D.G. Stenson, Director  
PLANNING AND BUILDING

LP\sa  
Attachment

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

**TABLE 1**

**PROPOSED 1999 LEASE GRANTS**

RESOURCE CENTRES	1999 Approved Lease Rate \$/Year	1999 Proposed Lease Grant \$/Year	1999 Lease Costs Offset (%)	1999 Lease Cost Increase \$/Year	1999 Lease Cost Increase (%)
<b>Burnaby Heights</b>					
Boy Scouts of Canada	\$20,887.68	\$10,443.84	50.0%	\$99.36	1.0%
B.C. Amateur Boxing Association	\$2,107.33	\$0.00	0.0%	\$21.54	1.0%
Bby Assoc. for the Mentally Handicapped	\$49,437.14	\$24,718.57	50.0%	\$252.66	1.0%
Burnaby Family Life Institute	\$47,508.12	\$23,754.06	50.0%	\$225.99	1.0%
Burnaby Info & Community Services Society	\$21,218.78	\$11,479.36	54.1%	\$513.00	5.6%
Burnaby Multicultural Society	\$7,265.28	\$3,632.64	50.0%	\$34.56	1.0%
Unallocated Space - Room 24A (former staffroom)	\$12,752.08	\$6,376.04	50.0%	\$60.66	1.0%
Burnaby School District	\$38,156.16	\$0.00	0.0%	\$1,827.84	5.0%
Burnaby Seniors Outreach Services Society	\$3,102.88	\$1,551.44	50.0%	\$14.76	1.0%
Burnaby Volunteer Centre	\$11,664.18	\$5,913.74	50.7%	\$285.77	5.2%
Burnaby Volunteer Centre - Stock Room	\$956.81	\$478.41	50.0%	\$4.89	1.0%
Burnaby New West. Child Support Program	\$9,989.76	\$4,994.88	50.0%	\$47.52	1.0%
Simon Fraser Health Region	\$7,303.12	\$0.00	0.0%	\$69.48	1.0%
St. Leonard's Youth & Fam. Services Society	\$7,265.28	\$3,632.64	50.0%	\$34.56	1.0%
Comitato Attivita Scholastiche Italiane / O.A.S.I.	\$23,271.60	\$11,635.80	50.0%	\$110.70	1.0%
Voices for Survivors Support Society	\$3,698.86	\$924.72	25.0%	\$26.39	1.0%
<b>Total Burnaby Heights</b>	<b>\$266,585.06</b>	<b>\$109,536.13</b>	<b>41.1%</b>	<b>\$3,629.68</b>	<b>2.4%</b>
<b>Edmonds</b>					
Burnaby Family Life Institute	\$28,380.00	\$14,190.00	50.0%	\$135.00	1.0%
Burnaby School District	\$14,180.54	\$0.00	0.0%	\$134.91	1.0%
Canadian Mental Health Association	\$14,246.76	\$7,123.38	50.0%	\$67.77	1.0%
Canadian Red Cross - Burnaby Branch	\$14,190.00	\$7,095.00	50.0%	\$67.50	1.0%
Deaf Children's Society of B.C.	\$21,663.40	\$5,415.85	25.0%	\$154.58	1.0%
St. John Ambulance - Burnaby Branch	\$19,213.26	\$9,606.63	50.0%	\$91.39	1.0%
St. Leonard's Youth & Fam. Services Society	\$3,301.54	\$1,650.77	50.0%	\$15.71	1.0%
St. Matthews Day Care Society	\$49,769.06	\$24,884.53	50.0%	\$236.74	1.0%
<b>Total Edmonds</b>	<b>\$164,944.56</b>	<b>\$69,966.16</b>	<b>42.4%</b>	<b>\$903.60</b>	<b>1.0%</b>
<b>TOTAL RESOURCE CENTRES</b>	<b>\$431,529.62</b>	<b>\$179,502.29</b>	<b>41.6%</b>	<b>\$4,533.28</b>	<b>1.8%</b>

