

**CITY OF BURNABY**  
**EXECUTIVE COMMITTEE OF COUNCIL**

HIS WORSHIP, THE MAYOR  
AND COUNCILLORS

**RE: YEAR 2000 LEASE GRANTS - RESOURCE CENTRES**

**RECOMMENDATIONS:**

1. THAT Council approve the proposed year 2000 lease grants for resource centre tenants, as contained in this report.
2. THAT Council authorize staff to make the appropriate 2000 lease renewal arrangements with the Burnaby Heights and Edmonds resource centre tenants.
3. THAT Council authorize the City Solicitor to prepare the necessary 2000 lease authorization bylaw for tenants of the Burnaby Heights and Edmonds resource centres.

**REPORT**

The Executive Committee of Council, at its meeting held on 1999 October 18, endorsed the attached report requesting approval for Year 2000 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 C. Redman,  
Member

TO: -CITY MANAGER  
-CHIEF LICENCE INSP.  
-DIR. FINANCE  
-DIR. PLNG & BLDG  
-CITY SOLICITOR

**TO:** EXECUTIVE COMMITTEE - GRANTS 1999 September 21

**FROM:** DIRECTOR PLANNING AND BUILDING Our File: 10.121 L

**SUBJECT:** YEAR 2000 LEASE GRANTS - RESOURCE CENTRES

**PURPOSE:** To seek approval for year 2000 lease grants for non-profit tenants at the Burnaby Heights and Edmonds resource centres.

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**RECOMMENDATION:**

1. **THAT** the Committee request Council to approve the proposed year 2000 lease grants for resource centre tenants, as contained in this report.
2. **THAT** the Committee request Council to authorize staff to make the appropriate 2000 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 2000 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 1999 June 28, Council approved recommendations for year 2000 lease rates and anticipated lease grant amounts for tenants at the resource centres. Council also approved a recommendation to distribute the report to tenants with a request for tenants to make application for 2000 lease grants.

Based on the lease grant guidelines and the information received from tenant applications, this report proposes 2000 lease grant amounts for non-profit tenants at the resource centres.

## 2.0 PROPOSED 2000 LEASE GRANTS

Staff have received all expected 2000 lease grant applications. The requests received are consistent with the lease grant guidelines, and reflect the anticipated lease grant amounts outlined in the report received by Council in 1999 June. As such, year 2000 lease grants are proposed for 12 non-profit groups at the Burnaby Heights Resource Centre, and 7 non-profit groups at the Edmonds Neighbourhood Resource Centre, as shown in Table 1, attached.

Currently, Rooms 24B and 29 at Burnaby Heights remain to be allocated. The Community Issues and Social Planning Committee is in the process of seeking tenants for these spaces. For budgeting purposes, this report assumes that Rooms 24A and 29 will be re-allocated to non-profit tenants that would qualify for the full lease grant amount. The proposed 2000 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 1999 to 2000 for projected lease revenues and grants for both resource centres.

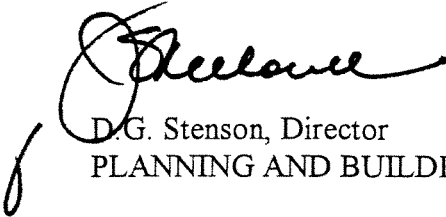
<i>Resource Centres</i>	<i>1999 \$</i>	<i>2000 \$</i>	<i>\$ Increase 1999 - 2000</i>	<i>% Increase</i>
<i>Lease Rates (before grants)</i>	\$429,902	\$431,444	\$1,542	0.36%
<i>Lease Grants</i>	\$178,261	\$177,754	(\$507)	(0.28%)
<i>Lease Revenues (after grants)</i>	\$251,641	\$253,690	\$2,049	0.81%

**Note:** These figures are provided for comparison purposes. Figures are based on the established lease rates for 1999 and 2000, the proposed level of lease support for 2000, 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 2000 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 2000 lease agreement renewal arrangements with tenants at both centres, and that the City Solicitor be authorized to prepare the necessary 2000 lease authorization bylaw.

  
D.G. Stenson, Director  
PLANNING AND BUILDING

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**Attachment**

cc: City Manager  
Director Finance  
Director Parks, Recreation & Cultural Services  
City Clerk  
City Solicitor

**TABLE 1****PROPOSED 2000 LEASE GRANTS**

<b>RESOURCE CENTRES</b>	<b>2000 Approved Lease Rate \$/Year</b>	<b>2000 Proposed Lease Grant \$/Year</b>	<b>2000 Lease Costs Offset (%)</b>	<b>2000 Lease Cost Increase \$/Year</b>	<b>2000 Lease Cost Increase (%)</b>
<b>Burnaby Heights</b>					
Boy Scouts of Canada	\$20,887.68	\$10,443.84	50.0%	\$0.0	0.0%
Burnaby Assoc. for the Mentally Handicapped	\$49,437.14	\$24,718.57	50.0%	\$0.0	0.0%
Burnaby Family Life Institute	\$47,508.12	\$23,754.06	50.0%	\$0.0	0.0%
Burnaby Info & Community Services Society	\$21,218.78	\$11,054.98	52.1%	\$424.38	4.4%
Unallocated Space - Room 29	\$7,265.28	\$3,632.64	50.0%	\$0.0	0.0%
Burnaby New West. Child Support Program	\$9,989.76	\$4,994.88	50.0%	\$0.0	0.0%
Burnaby School District	\$39,698.40	\$0.00	0.0%	\$1,542.24	4.0%
Burnaby Seniors Outreach Services Society	\$3,102.88	\$1,551.44	50.0%	\$0.0	0.0%
Burnaby Volunteer Centre	\$11,664.18	\$5,832.09	50.0%	\$81.65	1.4%
Burnaby Volunteer Centre - Stock Room	\$956.81	\$478.41	50.0%	\$0.0	0.0%
B.C. Amateur Boxing Association	\$2,107.33	\$0.00	0.0%	\$0.0	0.0%
Caireen Child and Family Services Society	\$8,173.44	\$4,086.72	50.0%	\$0.0	0.0%
Comitato Attivita Scholastiche Italiane / O.A.S.I.	\$15,098.16	\$7,549.08	50.0%	\$0.0	0.0%
Families As Support Teams Society (FAST)	\$3,698.86	\$1,849.43	50.0%	\$0.0	0.0%
Life Line Society	\$7,265.28	\$3,632.64	50.0%	\$0.0	0.0%
Rosemary Brown Family Services Society of BC	\$5,411.12	\$1,352.78	25.0%	\$0.0	0.0%
Simon Fraser Health Region	\$7,303.12	\$0.00	0.0%	\$0.0	0.0%
Unallocated Shared Space - Room 24B	\$5,713.84	\$2,856.92	50.0%	\$0.0	0.0%
<b>Total Burnaby Heights</b>	<b>\$266,500.18</b>	<b>\$107,788.48</b>	<b>40.4%</b>	<b>\$2,048.26</b>	<b>1.31%</b>
<b>Edmonds</b>					
Burnaby Family Life Institute	\$28,380.00	\$14,190.00	50.0%	\$0.0	0.0%
Burnaby School District	\$14,180.54	\$0.00	0.0%	\$0.0	0.0%
Canadian Mental Health Association	\$14,246.76	\$7,123.38	50.0%	\$0.0	0.0%
Canadian Red Cross - Burnaby Branch	\$14,190.00	\$7,095.00	50.0%	\$0.0	0.0%
Deaf Children's Society of B.C.	\$21,663.40	\$5,415.85	25.0%	\$0.0	0.0%
St. John Ambulance - Burnaby Branch	\$19,213.26	\$9,606.63	50.0%	\$0.0	0.0%
St. Leonard's Youth & Fam. Services Society	\$3,301.54	\$1,650.77	50.0%	\$0.0	0.0%
St. Matthews Day Care Society	\$49,769.06	\$24,884.53	50.0%	\$0.0	0.0%
<b>Total Edmonds</b>	<b>\$164,944.56</b>	<b>\$69,966.16</b>	<b>42.4%</b>	<b>\$0.0</b>	<b>0.0%</b>
<b>TOTAL RESOURCE CENTRES</b>	<b>\$431,444.74</b>	<b>\$177,754.64</b>	<b>41.2%</b>	<b>\$2,048.26</b>	<b>0.81%</b>

