

COMMUNITY ISSUES AND SOCIAL PLANNING COMMITTEE

*HIS WORSHIP, THE MAYOR  
AND COUNCILLORS*

RE: ALLOCATION OF AVAILABLE SPACE - BURNABY HEIGHTS

RECOMMENDATIONS:

1. **THAT** Council allocate the remaining portion of Room 24A at the Burnaby Heights Community Resource Centre to the Rosemary Brown Family Services Society.
2. **THAT** Council authorize staff to make the necessary lease adjustments for the additional space allocated to the Society.
3. THAT a copy of the attached report be sent to the Rosemary Brown Family Services Society, Room 24A, 250 Willingdon, Burnaby, B.C. V5C 5E9.

REPORT

The attached report was circulated to the members of the Community Issues and Social Planning Committee outlining a proposal for the allocation of the remaining portion of Room 24A at the Burnaby Heights Community Resource Centre.

The Committee submits the report for Council's endorsement.

Respectfully submitted,

Councillor D. Johnston,  
Chair

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

Councillor N. Volkow,  
Vice Chair

**TO:** CHAIR AND MEMBERS  
COMMUNITY ISSUES AND SOCIAL  
PLANNING COMMITTEE

1999 June 2

**FROM:** DIRECTOR PLANNING AND BUILDING

Our File: 10.121

**SUBJECT:** ALLOCATION OF AVAILABLE SPACE - BURNABY HEIGHTS

**PURPOSE:** To present a proposal for the allocation of the remaining portion of Room 24A at the Burnaby Heights Community Resource Centre.

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**RECOMMENDATION:**

1. **THAT** the remaining portion of Room 24A at the Burnaby Heights Community Resource Centre be allocated to the Rosemary Brown Family Services Society.
2. **THAT** staff be authorized to make the necessary lease adjustments for the additional space allocated to the Society.
3. **THAT** a copy of this report be sent to the Rosemary Brown Family Services Society, Room 24A, 250 Willingdon, Burnaby, BC V5C 5E9.

**REPORT**

On 1998 May 31, the Burnaby Multicultural Society vacated Room 24A (1,348 sq.ft.) at the Burnaby Heights Community Resource Centre. In 1998 December, Council approved the recommendations of the Committee for the re-allocation of sub-offices within this room to the Rosemary Brown Family Services Society and the Parks, Recreation and Cultural Services Department. A portion of the Room, 604 square feet, remained available for lease.

Over the past six months, staff have continued to seek expressions of interests from groups for the lease of the remaining office space. As of 1999 June, the City has received a single request for this space from one of the current tenants - the Rosemary Brown Society. The Parks Department, which occupies an adjacent segregated office space has advised that they do not have an interest in using the remaining space for City purposes.

As such, staff would propose that the remaining 604 square feet of office space in Room 24A be allocated to the Rosemary Brown Society. The Society currently occupies 572 square feet in Room 24A. The Rosemary Brown Family Services Society of B.C. is a non-profit organization incorporated on 1997 May 27. The Society is in the initial stages of development for the delivery of programs and services to the black community.


*Planning and Building*

*Re: Allocation of Available Space - Burnaby Heights*

*1999 June 15 . . . . . 2*

As such, staff would propose that the remaining 604 square feet of office space in Room 24A be allocated to the Rosemary Brown Society. The Society currently occupies 572 square feet in Room 24A. The Rosemary Brown Family Services Society of B.C. is a non-profit organization incorporated on 1997 May 27. The Society is in the initial stages of development for the delivery of programs and services to the black community.

With Council approval of the proposed allocation, staff would undertake to make the necessary adjustments to the lease arrangements with the Society for the additional space. Consistent with City policy, the lease cost for the space is set at \$9.46 per square foot per year for 1999. In turn, the associated lease grant application for the additional space would be forwarded to the Executive Committee - Grants.

  
D.G. Stenson, Director  
PLANNING AND BUILDING

LP\sa

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- cc: City Manager
- Director Engineering
- Director Finance
- Director Parks, Recreation and Cultural Services
- City Solicitor
- City Clerk

