

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 available rooms at the Burnaby Heights Resource Centre to the selected applicants as follows:
Room 27A - Families as Support Teams Society; Room 38 - Caireen Child and Family Services Society; and Room 31 - Life Line Society.
2. **THAT** Council authorize staff to undertake the necessary lease arrangements between the City and the selected applicants.
3. **THAT** a copy of this report be sent to the following applicants: Caireen Child and Family Services Society, 4312 Dundas Street, Burnaby, B.C. V5C 1B3; Life Line Society, Box 63012, Deer Lake P.O., 5059 Canada Way, Burnaby, B.C. V5E 4J4; and the Family as Support Teams Society, 2702 Norland Avenue, Burnaby, B.C. V5B 3A6.

REPORT

The Community Issues and Social Planning Committee, at its meeting held on 1999 March 24, received and adopted the attached report presenting a proposal for the allocation of available space at the Burnaby Heights Community Resource Centre.

Respectfully submitted,

Councillor D. Johnston,
Chair

Councillor N. Volkow,
Vice Chair

<p>:COPY - CITY MANAGER - DIRECTOR ENGINEERING - DIRECTOR FINANCE - DIRECTOR PLANNING & BUILDING - DIRECTOR PARKS, RECREATION & CULTURAL SERVICES - CITY SOLICITOR - CHIEF LICENCE INSPECTOR</p>
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TO: CHAIR AND MEMBERS
COMMUNITY ISSUES AND SOCIAL
PLANNING COMMITTEE

March 08, 1999

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 available space at the Burnaby Heights Community Resource Centre.

RECOMMENDATIONS:

1. **THAT** the available rooms at the Burnaby Heights Resource Centre be allocated to the selected applicants as follows: Room 27A - Families as Support Teams Society; Room 38 - Caireen Child and Family Services Society; and Room 31 - Life Line Society.
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REPORT

1.0 BACKGROUND

At its 1998 December 14 meeting, Council approved the recommendations of the Community Issues and Social Planning Committee authorizing staff to advertise the availability of office/programs at the Burnaby Heights Community Resource Centre.

Staff have solicited applications for available space at Burnaby Heights through the distribution of notices to Burnaby community organizations, groups and centres, and through the placement of a community newspaper advertisement.

Currently, the City has the following four rooms available for re-tenanting at Burnaby Heights:

- **Room 24A (604 sq.ft.)** - in 1998 June, the Burnaby Multicultural Society vacated this space. Council approved the reallocation of sub-offices within this room to the Burnaby Parks, Recreation and Cultural Services Department and the Rosemary Brown Family Services Society in 1998 November. A remaining partially shared space of 604 square feet within this room has yet to be allocated.
- **Room 27A (391 sq.ft.)** - this room was previously allocated to the Voices for Survivors Support Society. The Society has ceased operation and vacated its allocated space as of 1999 February 28.
- **Room 31 (768 sq.ft.)** - was previously leased to the St. Leonard's Youth and Family Services. St. Leonard's ended its lease agreement with the City for this space at the end of 1998. In 1998 June, Council authorized a sub-lease of this space to the Cairen Child and Family Services Society. This Society continues to occupy the space on a month to month rental agreement with the City.
- **Room 38 (864 sq.ft.)** - the City has received notice from the Comitato Attivita Scholastiche Italiane (CASI) that it plans to vacate Room 38 at the end of 1999 February. CASI will continue to lease 1,596 square feet of space at Burnaby Heights.

2.0 APPLICANTS

As of 1998 February 28, the City has received three applications for available space at Burnaby Heights, as follows:

- **Cairen Child and Family Services Society**

The Cairen Child and Family Services Society is a Burnaby based organization established in 1998 to provide residential and therapeutic support to Burnaby children and families through the Ministry for Children and Families. The Society recruits, trains and supports foster parents for severally behaviourly challenged children. The Society is seeking permanent office, program and counseling space. The Society has occupied Room 31 at Burnaby Heights since 1998 May under a sub-lease agreement with the former tenant, St. Leonards', and now under a month to month rental agreement pending Committee and Council consideration of current applicants for available space.

- **Families As Support Teams Society (FAST)**

FAST is a Burnaby focused non-profit society established in 1989 to develop and provide early intervention programs to help build and support children and families experiencing problems of loneliness, stress, abuse and violence. The core program offered by FAST seeks to develop self-help counseling groups of up to 9 households to address issues of common interest. The program typically consists of 8 facilitated educational sessions, coordinated monthly meetings, and ongoing support for the self-help group. The Society is seeking a smaller office and program space from which to operate its services.

- **Life Line Society**

Life Line is a long established non-profit society based in Burnaby. The Society operates the Marguerite Dixon Emergency Shelter and Second Stage Housing for women and children who have experienced violence. It also offers a related counseling program. The Society is seeking office space to accommodate its counseling program and its administrative offices. The counseling program is available to Burnaby residents on a no fee/donation basis.

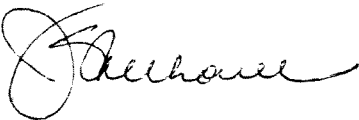
3.0 PROPOSED ALLOCATION

All three applicants meet the established guidelines for the allocation of space at the Burnaby Heights Community Resource Centre in that they:

- operate on a non-profit basis
- seek to provide services of benefit to Burnaby residents
- meet a specified need in the community
- would be compatible with other existing organizations at the Resource Centre
- would expand the range of services provided to the community from the Centre

The Life Line Society has requested Room 31, as it contains a partitioned office space that can be used to accommodate its counseling program. The Caireen Child and Family Services Society has expressed a preference for Room 38 given the flexibility of the open classroom floor plan to accommodate its training programs. FAST has requested an allocation of the smaller Room 27A. As such, staff would recommend the allocation of these three spaces as requested by the applicants. Staff would continue to solicit applications for the remaining shared office space in Room 24A.

With Committee and Council concurrence with the proposed allocations, staff would undertake to make the necessary lease arrangements for the approved non-profit tenants. Consistent with City policy, the lease cost for these spaces at Burnaby Heights is set at \$9.46 per square foot per year for 1999. In turn, the associated lease grants applications from these non-profit groups would be forwarded to the Executive Committee - Grants for consideration.


D.G. Stenson, Director
PLANNING AND BUILDING

LP/sla

cc: City Manager
Director Engineering
Director Finance

Director Parks, Recreation and Cultural Services
City Solicitor
City Clerk

