

COMMUNITY ISSUES AND SOCIAL PLANNING COMMITTEE

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

RE: ALLOCATION OF AVAILABLE SPACE - BURNABY HEIGHTS

RECOMMENDATIONS:

1. **THAT** Council allocate Rooms 34, 24C, 27B, B4, and B7A at the Burnaby Heights Resource Centre be allocated to the selected applicants, as outlined in Section 3.0 of this report.
2. **THAT** staff be authorized 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: Burnaby Seniors Outreach Services Society, 27B-250 Willingdon Ave. Burnaby, B.C. V5C 5E9; Royal Canadian Air Cadets, 759 Falcon Squadron, PO Box 82520, Burnaby, B.C. V5C 5Z1; Burnaby Family Life Institute, 32-250 Willingdon Ave. Burnaby, B.C. V5C 5E9; Community Home Support Services Association, 300-5172 Kingsway, Burnaby, B.C. V5H 2E8; Burnaby Excellent Sports Training, 6621 Arcola St. Burnaby, B.C.; Savard Boxing Club, 71717 10th Ave. Burnaby, B.C. V3N 2R6; and Canadian Cystic Fibrosis Foundation, 13-4829 Kingsway, Burnaby, B.C. V5H 2C8.

REPORT

The Community Issues and Social Planning Committee, at its meeting held on 2001 March 28, received and adopted the *attached* report presenting a proposal for the allocation of available space at the Burnaby Heights Community Resource Centre.

Respectfully submitted,

:COPY - CITY MANAGER - DIRECTOR ENGINEERING - DIRECTOR FINANCE - DIR. PLNG. & BLDG. - DIR. PARKS, REC. & CULT. SERV. - CHIEF LICENCE INSP. - CITY SOLICITOR

Councillor D. Johnston,
Chair

Councillor B. Harris,
Vice Chair

TO: CHAIR AND MEMBERS
COMMUNITY ISSUES AND SOCIAL
PLANNING COMMITTEE

2001 March 20

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** Rooms 34, 24C, 27B, B4, and B7A at the Burnaby Heights Resource Centre be allocated to the selected applicants, as outlined in Section 3.0 of this report.
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REPORT

1.0 INTRODUCTION

At its 2001 February 5 meeting, Council authorized staff to advertise the availability of office/program space at the Burnaby Heights Community Resource Centre. Currently, seven spaces, totalling 8,302 square feet, are available for lease at the Resource Centre. Most of this space was previously occupied by the Burnaby Association for the Mentally Handicapped (BAMH) and is located in the basement and former I.E. Shop.

Staff have solicited applications for available space at Burnaby Heights through the placement of an advertisement in both community newspapers and the distribution of information posters to Burnaby community organizations and City facilities. This report presents proposals for the allocation of space to selected applicants.

2.0 AVAILABLE SPACES

In total, seven rooms of various sizes were advertised for lease at the Resource Centre. Of these, four are located in the basement level. One space, the former I.E. shop, is located on the ground level of the south wing of the school. Room 34 is located on the first floor and 24C is located on the second floor.

Given the location, condition and general fit and finish of the spaces in the basement level, including the I.E. shop in the south wing, the lease rate for the spaces labelled for office/program/workshop use has been assessed at \$5.96 per square foot per year, consistent with established policy. The established lease rate for rooms 34 and 24C is \$9.60 per square foot per year for office space.

3.0 PROPOSED ALLOCATIONS

In 1990 July, Council adopted guidelines that provide for the allocation of space at the Resource Centre to non-profit groups that provide services of benefit to Burnaby residents.

As of the application deadline of 2000 March 9, applications for the various rooms at the Resource Centre have been received from the following groups:

- ***Room 34 (1,152 sq. ft)***

Burnaby Seniors Outreach Services Society

The Burnaby Seniors Outreach Services Society (BSOS) currently occupies Room 27B in the Resource Centre. The Society runs a peer counselling program for Burnaby seniors and training workshops for volunteer peer counsellors.

The BSOS has requested to move their office from Room 27B to Room 34 (1,152 square feet). Room 34 was occupied by Scouts Canada - Burnaby Regional Council until 2001 January 31 when they vacated the space.

The BSOS is seeking to lease Room 34 as they feel it would be a more appropriate space from which to run their program since it is wheelchair accessible and closer in proximity and visibility to the Confederation Seniors Centre. It is therefore proposed that Room 34 be allocated to the Burnaby Seniors Outreach Services Society.

- **Room 24C (572 sq. ft)**

Royal Canadian Air Cadets - 759 Falcon Squadron

The 759 Falcon Squadron of the Royal Canadian Air Cadets is a non-profit society established in north Burnaby in 1965. The Squadron provides programs and activities for youth between 12 and 19 years of age, 97% of whom are Burnaby residents. It is currently leasing room 24B at the Resource Centre.

The squadron is seeking additional space for administrative use and has requested room 24C which was recently vacated by the Rosemary Brown Family Services Society. Room 24B and 24 C share a common entrance space. It would be appropriate to allocate room 24C to the Air Cadets.

- **Room 27B (328 sq. ft)**

Burnaby Family Life Institute

The Burnaby Family Life Institute is a current tenant at the Burnaby Heights Resource Centre and occupies several rooms at the Centre. It requires a small sized room to provide counselling to battered women, and victims of childhood sexual abuse and recent sexual assault.

It is proposed that if the Burnaby Seniors Outreach Services Society is allocated room 34 on the ground floor, then room 27B, the room currently occupied by the BSOS, be allocated to Burnaby Family Life.

- **I.E. Shop (1,568 sq. ft)**

Community Home Support Services Association

The Community Home Support Services Association is a non-profit society that provides a variety of home support services in the Greater Vancouver Area. It has operated a branch of its program in Burnaby since 1979. It is seeking a new location for its Burnaby office and has requested the use of the former I. E. shop. The program's clients include the elderly and young disabled. The Burnaby branch of the program currently serves 992 Burnaby residents who are provided home support services in their homes.

The Association is funded by the Continuing Care Program of the Simon Fraser Health Region to provide home support services to approximately ninety percent of the clients it serves in Burnaby. The remaining ten percent of clients pay the full cost of the services provided by the Association. The Simon Fraser Health Region

determines the hourly rate which the Association can charge for its services. In order to deliver its services to Burnaby residents within its current budget allocations, the Association is seeking office space at a lower cost than what they are currently paying.

Considering its client base and its funding structure, the Association, to some extent, is providing an extension of services funded by another level of government and would not fully meet the intent of the space allocation guidelines regarding the allocation of space to community based organizations.

On this basis, it is proposed that a decision on the allocation request of the Association be deferred to the next meeting of the Committee. In the interim, staff would again seek applications for the space from Burnaby based community groups that would more fully meet the intent of the space allocation guidelines. Should a suitable alternative applicant for the space not be forthcoming, the application of the Association would be resubmitted to the Committee for consideration.

- ***Room B4 (644 sq. ft)***

Burnaby Excellent Sports Training

Burnaby Excellent Sports Training (BEST) is registered with Basketball BC to run a youth basketball league in Burnaby. Basketball BC is a non-profit organization that runs a Junior Grizzlies League Program in B.C. To be registered in the League, community groups must be registered as non-profit society and follow the requirements of the Junior Grizzlies League Program. The objective of the program is to get children playing basketball in a fun and positive environment.

BEST is seeking office space from which to run its basketball league in Burnaby. It has been a registered non-profit society since August 2000. It operates three leagues per year during the fall, winter and spring. Its participants are grade seven to grade eight students from various public and private elementary and high schools in Burnaby and New Westminister. Coaches and other officials of the league are volunteers.

In relation to the space allocation guidelines, BEST meets the basic requirements. While the space at the Resource Centre has been focussed on accommodating social and community service agencies, the use of office space by a community recreational program satisfies the guidelines for space allocation at the Centre and is compatible with other uses in the Centre. As such, it is proposed that Room B4 be allocated to BEST.

- **Room B8 (1,512 sq. ft)**

Savard Boxing Club

The Savard Boxing Club is a registered non-profit society that has requested space in the basement of the Resource Centre to hold boxing classes. It would use the space to offer a variety of boxing classes to Burnaby youth. Participants would be charged a nominal fee for the instruction they receive to cover the cost the Club's operation and overhead.

The Savard Boxing Club is not being recommended for an allocation of space at the Resource Centre as the use is not generally compatible with the available space and other adjacent office and community service uses. Issues raised in relation to the proposed use include lack of suitable facilities for change rooms and showers, noise associated with training and practice events and concerns regarding the number of potential participants and visitors should the space be used for organized fight events.

- **Room B7A**

Canadian Cystic Fibrosis Foundation

The Canadian Cystic Fibrosis Foundation is a volunteer-driven organization committed to finding a cure or an effective control for cystic fibrosis. The Foundation is seeking office space for its Vancouver/Lower Mainland Chapter that is more readily accessible for their clients. It currently rents space on the second floor of a commercial building and many of their clients have difficulty negotiating stairs because of reduced pulmonary function. The foundation would use the office space to coordinate fund raising activities, promote public awareness and provide support to families coping with cystic fibrosis on a daily basis. Approximately 20 percent of its clients are Burnaby residents.

The Cystic Fibrosis Foundation would propose to use B7A for its office functions. This space is accessible from ground level. While only a portion of its client base is comprised of Burnaby residents, the activities of the Foundation are generally consistent with the guidelines established for the allocation of space. As such, it is proposed that Room B7A be allocated to the Canadian Cystic Fibrosis Foundation.

4.0 NEXT STEPS

With Council approval of the Committee's recommendations for the allocation of the available space at Burnaby Heights, staff would undertake the necessary lease arrangements for the approved tenants. Consistent with Council direction, staff will also undertake to

advise tenants that the Centre has an expected limited life span of 5 to 10 years. Once space allocations have been finalized, as appropriate, the lease grant applications of the non-profit tenants allocated space would be forwarded to the Executive Committee - Grants for consideration. Staff will continue to seek applicants for the remaining unallocated space at the Resource Centre, including the former I.E. Shop.


D.G. Stenson, Director
PLANNING AND BUILDING

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

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