

**SOCIAL ISSUES COMMITTEE**

*HIS WORSHIP, THE MAYOR  
AND COUNCILLORS*

**SUBJECT: ALLOCATION OF SPACE – BURNABY HEIGHTS RESOURCE  
CENTRE**

**RECOMMENDATIONS:**

1. **THAT** Council authorize allocation of Room 38 at the Burnaby Heights Resource Centre to Burnaby School District 41, as outlined in section 2.0 of this report.
2. **THAT** a copy of this report be sent to Burnaby School District 41, Attention: Franca Zumpano, 5325 Kincaid Street, Burnaby, B.C. V5G 1W2.

**REPORT**

The Social Issues Committee, at its Open meeting held on 2005 October 18, received and adopted the *attached* report regarding a proposal for the allocation of Room 38 at the Burnaby Heights Resource Centre.

The Committee requested that Council authorize use of the space by Burnaby School District 41 for language and job training programs for new immigrants. The Committee noted that there is a significant demand in the community for these programs.

Respectfully submitted,

Councillor Dan Johnston  
Chair

Councillor Lee Rankin  
Vice Chair

Councillor Sav Dhaliwal  
Member

COPY – CITY MANAGER DIRECTOR PLANNING & BUILDING DIRECTOR ENGINEERING DIRECTOR FINANCE DIR. PARKS, REC. & CULTURAL SERV. CHIEF LICENCE INSPECTOR CITY SOLICITOR
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**TO:** CHAIR AND MEMBERS  
SOCIAL ISSUES COMMITTEE

**DATE:** 2005 October 13

**FROM:** DIRECTOR PLANNING AND BUILDING

**FILE:** 12000-10  
*Reference: Space Allocations*

**SUBJECT: ALLOCATION OF SPACE - BURNABY HEIGHTS RESOURCE CENTRE**

**PURPOSE:** To present a proposal for the allocation of office/program space at the Burnaby Heights Resource Centre.

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**RECOMMENDATIONS:**

1. **THAT** Room 38 at the Burnaby Heights Resource Centre be allocated to Burnaby School District 41, as outlined in section 2.0 of this report.
2. **THAT** a copy of this report be sent to Burnaby School District 41, Attention: Franca Zumpano, 5325 Kincaid Street, Burnaby, B.C. V5G 1W2.

**REPORT****1.0 BACKGROUND**

In 2005 July, Room 38 at the Burnaby Heights Community Resource Centre was advertised for lease. To solicit applications for a new tenant, the available space was advertised in the two local papers and in a mail distribution to a broad base of community organizations, community schools and City facilities. Interested applicants were asked to submit a letter of application to the Planning Department by 2005 August 19. This report provides information on the only request received for the available space.

**2.0 PROPOSED ALLOCATION**

As indicated, Room 38 (864 sq. ft) was advertised for lease. The established 2005 lease rate for office/program space at the City's resource centres is \$10.47 per square foot per year.

Burnaby School District 41 was the only organization that expressed interest in the space. It is seeking additional space for its language and job training programs for new immigrants. Staff at the District indicate that there is significant demand for these programs.

To: Social Issues Committee  
From: Director Planning and Building  
Re: Allocation of Space - Burnaby Heights Resource Centre  
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In the interest of finding a secure tenant, it is proposed that the space be allocated to the School District. Although the District's use of the room will not contribute to an expansion in the range of services offered at the Centre, it was the only organization to apply. Also the District is proposing to offer a community-based service in response to an identified need, which is consistent with Council-adopted guidelines for the allocation of space at the City's resource centres.

### 3.0 CURRENT VACANCIES AT THE RESOURCE CENTRES

For the information of the Committee, staff have received notice that the Burnaby Theatre and Film Acting Society and the Families as Support Teams Society have folded and will be vacating their space at the Burnaby Heights Resource Centre. The Boys and Girls Club of BC has also notified staff that it is no longer able to operate its recording studio called MN8 Sound from the Centre. In addition, the Arrows to Freedom Cultural Healing Society has vacated its space at the Edmonds Neighbourhood Resource Centre. These vacated spaces are currently being advertised for lease. Interested applicants are requested to submit a letter of application to the Planning Department by 2005 November 4. Once the applications have been received, staff will report to the Committee on proposed allocations for the space.

### 4.0 NEXT STEP

With Council approval of the Committee's recommendation for the allocation of Room 38 at the Burnaby Heights Resource Centre, staff would undertake the necessary lease arrangement with the approved tenant. Consistent with Council direction, staff would also advise the tenant of the expected five to ten year life span of the Resource Centre.



J.S. Belhouse  
DIRECTOR PLANNING AND BUILDING

MM:lr:sa

Copied to: City Manager  
Director Engineering  
Director Finance  
Chief License Inspector  
Director Parks, Recreation and Cultural Services  
City Solicitor  
City Clerk

