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**TO:** CITY MANAGER **DATE:** 2008 November 18

**FROM:** DIRECTOR PLANNING & BUILDING **FILE:** 12000 10  
*Reference: Lease Grants*

**SUBJECT: 2009 LEASE GRANTS – COMMUNITY RESOURCE CENTRES**

**PURPOSE:** To present lease grants for the year 2009 for non-profit tenants at the Holdom, Burnaby Heights and Edmonds Community Resource Centres.

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**RECOMMENDATIONS:**

1. **THAT** Council approve the proposed 2009 lease grants for community resource centre tenants, as outlined in this report.
2. **THAT** Council authorize staff to make the appropriate 2009 lease renewal arrangements with Holdom, Burnaby Heights and Edmonds Community Resource Centre tenants.

**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 Community Resource Centres. In general, tenants at the resource centres can qualify for a grant to offset their lease costs depending on the extent of service provided to Burnaby residents. Where 75 percent or more of the recipients of programs or services of the non-profit group are Burnaby residents, a tenant can qualify for a full lease grant to offset lease costs by 50 percent. Where 25 to 75 percent of recipients are Burnaby residents, a group can qualify for a partial lease grant to offset costs by 25 percent.

At its meeting of 2008 September 15, Council approved recommendations for 2009 revised lease rates and anticipated lease grant amounts for tenants at the community resource centres. Council also approved a recommendation to distribute the report to tenants with a request for tenants to make an application for 2009 lease grants.

**2.0 PROPOSED 2009 LEASE GRANTS**

Table 1 *attached* indicates the proposed lease grants for 2009 based on the approved guidelines. Existing tenants who will be renewing their leases have requested and

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demonstrated eligibility for the same percentage of lease grant support as anticipated in the 2008 September 15 report approved by Council.

Caireen Child and Family Services, currently occupying space in Burnaby Heights, did not apply as they do not intend to renew their lease for 2009. This is the only group who has changed their renewal status since the report adopted by Council on 2008 September 15. Burnaby Family Life has also since accepted the allocated space at the Holdom Facility with a proportionate reduction in space held at Burnaby Heights.

### 3.0 NEXT STEPS

It is recommended that Council approve the 2009 lease grants for community resource centre tenants, as outlined in this report. Once approved, the Finance Department will adjust the monthly lease charges for the benefiting organizations to reflect the approved grant amount. The grant funds will be transferred internally for budgeting and accounting purposes.

It is also recommended that Council authorize staff to make the appropriate 2009 lease renewal arrangements with Holdom Resource Centre, Burnaby Heights and Edmonds Community Resource Centre tenants.



B. Luksun, Director  
PLANNING & BUILDING

DP:  
Attachment

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

**TABLE 1: PROPOSED 2009 LEASE GRANTS**

RESOURCE CENTRES	Leased Area (sq. ft.)	Lease Rate (\$/sq. ft.)	2009 Lease Rate \$/Year	2009 Proposed Lease Grant \$/Year	2009 Resulting Lease Costs \$/Year	2009 Resulting Lease Costs Offset (%)
<b>Burnaby Heights Resource Centre</b>						
759 Royal Air Cadets "Falcon Squadron"	1,004	\$11.41	\$11,455.64	\$5,727.82	\$5,727.82	50%
Air Cadets - Storage	172	\$7.09	\$1,219.48	\$609.74	\$609.74	50%
BC Centre for Ability Association	1,568	\$7.09	\$11,117.12	\$5,558.56	\$5,558.56	50%
Boxing BC	163	\$7.09	\$1,155.67	\$0.00	\$1,155.67	0%
Boy Scouts of Canada	1,056	\$11.41	\$12,048.96	\$6,024.48	\$6,024.48	50%
Burnaby Family Life Institute	1,082	\$11.41	\$12,345.62	\$6,172.81	\$6,172.81	50%
Burnaby School District	9,410	\$10.43	\$98,146.30	\$0.00	\$98,146.30	0%
Burnaby Association for Community Inclusion	4,416	\$7.09	\$31,309.44	\$15,654.72	\$15,654.72	50%
Fraser Health Authority	772	\$11.41	\$8,808.52	\$0.00	\$8,808.52	0%
Fraser Valley Square & Round Dance Society	312	\$7.09	\$2,212.08	\$553.02	\$1,659.06	25%
Marguerite Dixon Transition Society	768	\$11.41	\$8,762.88	\$4,381.44	\$4,381.44	50%
North Burnaby Boxing Club	624	\$7.09	\$4,424.16	\$2,212.08	\$2,212.08	50%
YMCA of Greater Vancouver	1,056	\$11.41	\$12,048.96	\$6,024.48	\$6,024.48	50%
<b>TOTAL (Burnaby Heights)</b>	<b>22,403</b>		<b>\$215,054.83</b>	<b>\$52,919.15</b>	<b>\$162,135.68</b>	
<b>Edmonds Neighbourhood Resource Centre</b>						
Burnaby Family Life Institute	3,000	\$11.41	\$34,230.00	\$17,115.00	\$17,115.00	50%
Burnaby Firefighters Charitable Society	864	\$11.41	\$9,858.24	\$4,929.12	\$4,929.12	50%
Burnaby School District	1,499	\$11.41	\$17,103.59	\$0.00	\$17,103.59	0%
Canadian Mental Health Association	1,506	\$11.41	\$17,183.46	\$8,591.73	\$8,591.73	50%
Canadian Red Cross Society - Burnaby Branch	1,500	\$11.41	\$17,115.00	\$8,557.50	\$8,557.50	50%
Deaf Children's Society of BC	2,290	\$11.41	\$26,128.90	\$6,532.23	\$19,596.68	25%
Immigrant Services Society of BC	1,167	\$11.41	\$13,315.47	\$6,657.74	\$6,657.74	50%
St. Matthew's Day Care Society	5,610	\$11.41	\$64,010.10	\$32,005.05	\$32,005.05	50%
<b>TOTAL (Edmonds)</b>	<b>17,436</b>		<b>\$198,944.76</b>	<b>\$84,388.36</b>	<b>\$114,556.40</b>	
<b>Holdom Community Resource Centre</b>						
Burnaby Family Life Institute	1,300	\$11.41	\$14,833.00	\$7,416.50	\$7,416.50	50%
Marguerite Dixon Transition Society	464	\$11.41	\$5,294.24	\$2,647.12	\$2,647.12	50%
Burnaby Seniors Outreach Services Society	570	\$11.41	\$6,503.70	\$3,251.85	\$3,251.85	50%
Volunteer Burnaby	1,000	\$11.41	\$11,410.00	\$5,705.00	\$5,705.00	50%
Burnaby Community Connections	1,711	\$11.41	\$19,522.51	\$9,761.26	\$9,761.26	50%
<b>TOTAL (Holdom)</b>	<b>5,045</b>		<b>\$57,563.45</b>	<b>\$28,781.73</b>	<b>\$28,781.73</b>	
<b>TOTAL RESOURCE CENTRES</b>	<b>44,884</b>		<b>\$471,563.04</b>	<b>\$166,089.24</b>	<b>\$305,473.81</b>	