SPECIAL REGULAR MEETING OF CITY COUNCIL

Notice is hereby given of the following Special Regular Meeting of Council:
May 11, 2020 at 2:00 p.m.
Meeting held electronically under Ministerial Order No. M139

AGENDA

Call to order.

ADOPTION OF CONSENT AGENDA

1. The Consent Agenda - Council members may adopt in one motion all recommendations appearing on the Consent Agenda or, prior to the vote, request an item be removed from the Consent Agenda for debate or discussion, voting in opposition to a recommendation, or declaring a conflict of interest with an item.

REQUEST for items to be removed from the Consent Agenda.

MOTION to remove items from the Consent Agenda (if applicable).

MOTION to approve the recommendations for items remaining in the Consent Agenda.

MOTION to receive all On Table material as presented to Council.
UNFINISHED BUSINESS

2. No Items

REPORTS FOR ACTION

3. Provincial Restart Plan and City of New Westminster Recovery Plan
   a. Presentation, Chief Administrative Officer, Director of Parks and Recreation, and Chief Librarian
   b. Report, Chief Administrative Officer

CONSENT AGENDA

Proclamations

4. Melanoma Awareness Month, May 2020

5. Cystic Fibrosis Month, May 2020

Chief Administrative Officer

6. COVID-19 Pandemic Response – Update and Progress from the Five Task Forces


City Clerk

8. COVID-19 Pandemic The New Normal: Council and Committee Processes

City Clerk and Director of Parks and Recreation


Director of Development Services

10. Sapperton Pump Station: 1 Cumberland Street - Request for Construction Noise Bylaw Exemption

Director of Engineering Services

11. Physical Distancing on City Streets
12. **Motion: Streets for People in 2020**, Councillor Johnstone

WHEREAS the City of New Westminster established a Bold Step target to re-allocate 10% of automobile-only space toward sustainable transportation and/or public gathering use by 2030; and

WHEREAS the COVID-19 pandemic has resulted in significant shifts in the use of public space, and “physical distancing” directives exposed the critical need for greater and more accessible pedestrian, active transportation, and public gathering space in the City; and

WHEREAS the recovery phase of the City’s pandemic response will put tremendous pressure on the City to address these inequities in public space, to assure that the freedom to move about and be active in public spaces not lost, and that our commercial districts are supported in finding creative ways to activate sidewalk and road space to excite customer support; and

WHEREAS urban areas around the world are currently demonstrating a commitment to reclaiming roads by rapidly converting automobile-only space to more equitable uses that better support neighborhood livability, commercial district viability, community resiliency, and public safety during the crisis and into post-Pandemic times;

THEREFORE BE IT RESOLVED THAT the City of New Westminster move quickly in 2020 to expand road re-allocation toward pedestrian, cyclist, and public gathering space, using temporary measures where necessary with a mind towards more permanent solutions that can be applied after the period of crisis has passed; and

BE IT FURTHER RESOLVED THAT the Transportation Task Force make rapid reallocation of road space a priority work item, are empowered to immediately apply temporary measures in 2020, and accelerate the timeline towards the 10% space reallocation goal set out in Bold Step 7 of the City’s Climate Action Plan.

WHEREAS the City of New Westminster’s vision is “A vibrant, compassionate, sustainable city that includes everyone”; and

WHEREAS the City’s core values state that “We place high value on the principles of equality and equity and strive to build an environment where everyone is included, valued, and treated with dignity and respect”; and

WHEREAS COVID-19 has exposed deep inequities and failures of current social support systems that have left many members of our community vulnerable; and

WHEREAS a return to “normal” means returning to a system that was not serving a huge proportion of our community; and

WHEREAS COVID-19 recovery presents an opportunity to re-envision a community, an economy, and systems that better serve our community as a whole;

THEREFORE, BE IT RESOLVED THAT staff prepare a public engagement strategy for involving the community in COVID-19 recovery planning with particular focus on addressing systemic inequities and building a stronger, more vibrant and connected, climate change resilient community; and

BE IT FURTHER RESOLVED THAT the plan proposes ways to address barriers to participation that have resulted in lack of representation by communities of colour, tenants and underhoused, lower income community members, disabled people, and other underrepresented groups that have been disproportionally affected by the pandemic.

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**ANNOUNCEMENTS FROM MEMBERS OF COUNCIL**

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14. 

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**EXCLUSION OF THE PUBLIC**

15. **MOTION:**

*THAT* pursuant to Section 90 of the Community Charter, members of the public be excluded from the Closed Meeting of Council immediately following the Regular Meeting of Council on the basis that the subject matter of all agenda
items to be considered relate to matters listed under Section 90(1)(k) of the Community Charter:

(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

Purpose of the meeting:
Negotiations matters

ADJOURNMENT

16. **MOTION** to adjourn the Council Meeting in open session and proceed to Closed Session.
RECOMMENDATION

That Council receives this report for information.

PURPOSE

The purpose of this report is to outline the City’s approach to implementing the Provincial Government’s Restart Plan, and to provide an overview of the inter-departmental planning work underway to consider how the City of New Westminster will begin reopening facilities and programming that has been suspended during the COVID-19 pandemic response.

BACKGROUND

Along with all local governments and residents across B.C., the City of New Westminster has been anticipating the Provincial Government’s plans and directions for beginning to reopen the B.C. economy. On May 6, 2020 the Provincial government released BC’s Restart Plan. In preparation for receiving the Province’s plan, the City established a COVID-19 New Normal Staff Committee in late April, with representation across City departments, to consider how the City will implement direction from the Province.

Please see Attachment 1 for the Terms of Reference of the New Normal Staff Committee.
**DISCUSSION**

It is important to highlight that planning for the City of New Westminster’s recovery from the COVID-19 pandemic is a work in progress. City staff are working to understand what the Province’s Restart Plan means for local government, and how to proceed with the health and safety of our community and City staff as our number one priority. We must do our due diligence and ensure that reopening of City facilities and services is carefully considered and not rushed. The City must also consider its various levels of responsibility – as regulator, as employer, as service provider.

City Council, the CAO and Senior Management Team are committed to transparency and communication with the community and staff as we work through the complex considerations for recovery, which must also prioritize City finances and community needs.

**Province’s Restart Plan Phase 2**

*BC’s Restart Plan* is a four-phased strategy that outlines the gradual re-starting of the B.C. economy, with a focus on personal care, social interaction and economic activity. The goal of the restrictions remains to slow the spread of COVID-19, to protect the most vulnerable, and ensure the healthcare system can respond to increased demand, if needed. The step-by-step, phased approach will allow businesses such as hair salons, restaurants and pubs, as well as offices, to start reopening in mid-May under measures that will continue to limit interactions between people. In June, hotels and resorts can reopen and the film industry in July. Essential businesses such as grocery stores, pharmacies and hardware stores — as well as the construction and heavy and commercial industry sectors — have remained open under government-approved distancing guidelines.

It is important to stress that it is not a matter of simply scheduling staff and restarting operations. Different sectors, including local government, must meet Provincial guidelines, for safe practices before they are permitted to reopen. These specific guidelines, by sector, are still being developed – in many cases by “sector tables” or working groups. A Provincial committee will monitor the process and ensure alignment with the Province’s *Public Health and Safety Guidelines* and *WorkSafeBC*. The Provincial Health Officer will continue to provide input and advice as needed throughout the review process. In some instances, this will require consideration by the Provincial Health Officer of lifting or modifying existing orders before certain businesses reopen. Businesses and
organizations that are not covered by a Provincial Health Officer order may reopen or continue to operate, but they will be expected to adopt and implement sector safety plans.

Financial Implications for the City
As outlined in previous reports to Council, the pandemic has resulted in financial challenges for the City, and we are grappling with both lost and deferred revenues. Given the financial constraints due to COVID, the City has prioritized the delivery of essential City services with the alignment of the City’s constrained cash flow. Before the Province’s Restart Plan was released, the City was proceeding with planning under our “MODERATE” cash flow scenario, which assumes:

- an overall reduction of cash flow by 30%;
- physical distancing and closures ending at the end of September; and
- between October and December 2020, City facilities, services and programs would gradually re-open based on each operational requirement.

A considerable amount of work has gone into financial planning and forecasting under this scenario. However, with the Province’s Restart Plan suggesting that – with safety parameters in place and operating adjustments to allow for physical distancing, etc. – facilities can start to reopen as early as late May/early June, the City’s staff teams will now adjust and undertake additional financial modeling under these new parameters.

Given our projected lost revenue of approximately $11.25 million for the remainder of 2020, and additional $35 million in deferred cash flow, a critical component of our planning to reopen City facilities, services and programs will be what we can afford within our new financial reality.

In the coming weeks, the City’s financial plan will be amended based on the recovery plan that is being developed, taking into consideration the short and long-term impacts of reopening civic facilities and the provision of programs and services in stages within the City.

Considerations for Reopening City Facilities, Services and Programs
In mid-March the City closed all recreation spaces, many Park amenities, City Hall, libraries, and Anvil Centre. The decisions for many of these closures were made at the local level, aligned with closure decisions made by other municipalities in the region and to ensure both staff and public safety.

As we move forward towards the City’s Recovery Plan, where possible, the City is looking to prioritize reopening of facilities and spaces that increase opportunities for the community to enjoy self-directed, outdoor activity and access to space and services (i.e. park amenities such as tennis courts, skate parks, etc.) but do not require additional costs.
Beyond what can be reopened within existing resources and guidelines, there will need to be a rationale that outlines how to consider a phased approach to reopening other facilities, services and programs. This decision-making criteria will provide Council with a tool to evaluate and prioritize what can be reopened and when.

As the framework to evaluate and prioritize recovery is developed, the following are considered:

a. City Addressing COVID-19 – this means maintaining the essential services to address and respond to COVID-19 in an ongoing way; this is the work of our pandemic working groups;

b. City as Employer – we need to develop and implement a safety plan consistent with WorkSafe BC requirements that addresses how:
   i. the workplace is organized and arranged (e.g. building the physical barriers within our facilities to maintain physical distancing to keep our employees and the public safe);
   ii. activities are carried out safely;
   iii. cleaning and sanitizing is done; and
   iv. changes and precautions are communicated to everyone at the workplace;

c. City as Service Provider – developing and implementing a decision-making framework for the opening and resumption of City facilities as permitted and directed by the Province

Decision-Making Framework for Reopening
Given the need to rationalize the opening of facilities, services and programs, staff proposes to establish a decision-making framework and criteria to guide how the City proceeds under Phase 2 of the Province’s Restart Plan. The framework and criteria will balance three key aspects:

1. health and safety – of the public and employees;
2. economic recovery – including the City’s financial recovery, and the recovery of the broader New Westminster economy; and
3. community need – focusing on the services most needed by the community in the coming months, including continued support of our vulnerable populations.

Staff will prepare a draft framework and criteria for Council direction and endorsement.

FINANCIAL IMPLICATIONS
The City’s Recovery Plan will consider all aspects including community benefit, economic recovery and the City’s financial sustainability. Staff are working to adjust our previous financial modeling and will report back to Council.
OPTIONS

There are two options for Council’s consideration:

Option 1 – Council receives the report for information.

Option 2 – Provide staff with further direction.

Staff recommend Option 1.

ATTACHMENTS

Attachment 1: New Normal Staff Committee Terms of Reference

This report has been prepared by
Jennifer Miller, Manager of Public Engagement
Jackie Teed, Senior Manager of Development Services
Steve Kellock, Senior Manager, Recreation
Carolyn Armanini, Planner, Economic Development

This report was reviewed by:

Approved for Presentation to Council

Lisa Spitale
Chief Administrative Officer
Attachment 1:
New Normal Staff Committee Terms of Reference
COVID-19 New Normal Staff Committee

Terms of Reference

Last Updated on May 8, 2020

Mandate

The purpose is planning recovery from the COVID-19 pandemic for the City. Re-operationalizing City services including library, parks and recreation, City Hall, Anvil Centre, Cultural Services, social services.

The New Normal Staff Committee will be comprised of interdepartmental City staff.

Responsibilities

The working group will have the following responsibilities:

- Researching and analyzing best practices;
- Coordination of plan with external agencies and government;
- Identifying all aspects of services that need to be brought back;
- Identifying an approach to bringing services back, including timing, budget implications, opportunities for public engagement, communications, considerations of the ‘second wave’ and possible iterative approach to reopening, and other areas as identified;
- Providing recommendations to SMT and Council;
- Liaising with EOC and keeping them apprised of the committee’s planning activities;
- Other areas as identified through the planning process.

Proposed Membership

- Jackie Teed, Senior Manager of Development Services, Co-Chair
- Steve Kellock, Senior Manager, Recreation, Co-Chair
- Erika Mashig, Manager, Parks and Open Space Planning, Alternate Chair
- Lisa Spitale, CAO
- Jennifer Miller, Manager of Public Engagement
- Steven Rode, Manager, Applications
- Vali Marling, General Manager, Anvil Centre
- Eva Yip, Human Resources Business Partner
- Parissa Bhullar, Manager, Collection Services
- Renée Chadwick, Manager, Recreation Services
- Carolyn Armanini, Planner, Economic Development
- Susan Buss, Deputy Chief Librarian
• Claudia Freire, Housing/Social Planner
• Aaron Hilgerdenaar, Superintendent, Street Use Enforcement, Parking & Animal Service, or designate
• Ashleigh Young, Communications Coordinator
• Romeo Mihailov, Facility Management Coordinator
• Heather Corbett, Committee Clerk
• Additional staff to operationalize working group recommendations, as needed

Chair and Support Staff

Steve Kellock and Jackie Teed will co-chair the committee. Erika Mashig will be the alternate chair.

City staff will also act as resources and represent their respective EOC working groups and/or Departments. City clerical support will be provided related to meeting notification, agenda setting and note taking. Depending on the actions taken, other City staff could be deployed to assist with implementation or logistical support.

Meetings

The working group will meet on an as required basis, not less than weekly. In addition to regularly scheduled meetings, there may be occasions when special meetings are required.

Term

The working group will function for the duration of the pandemic and implementation will be carried out by individual Departments.
RECOMMENDATION

THAT Council receives this report for information.

PURPOSE

The purpose of this report is to provide City Council with updates from the five COVID-19 pandemic response task forces.

BACKGROUND

Outlined below are the names of the five COVID-19 pandemic response task forces; they are:

1. At-Risk and Vulnerable Populations
2. Seniors and Persons with Disabilities
3. Business and Working Economy
4. Education and Enforcement
5. Childcare

The updates and accomplishments from each task force for the period May 1 to 8, 2020 are outlined in Attachment 1.
CONCLUSION

The working being fulfilled by the five COVID-19 pandemic response task forces are a top priority for the City. Staff workplans are prioritized to the pandemic response.

ATTACHMENTS

Attachment 1: Update and Progress from the five task forces.

This report has been prepared by
Lisa Spitale, Chief Administrative Officer

Approved for Presentation to Council

Lisa Spitale
Chief Administrative Officer
Attachment 1:
Update and Progress from the five task forces
**COVID-19 Pandemic Response Task Forces Update – May 1 to 7, 2020**

**Vulnerable and At Risk Populations**

**Update/Progress:**

- **Food Security Planning and Programming**

  On May 12, 2020, Social Planning staff will be meeting with the City’s Inter-Governmental and Community Relations Manager to explore the development a Post-Pandemic Food Security Pilot Project or Strategy. This pilot project or strategy will build on the City's Food Security Action Plan and the enhanced food security service levels put in place in response to the pandemic.

  During the week of May 11, 2020, Social Planning staff will be meeting with the Coordinator of the New Westminster Homelessness Coalition Society related to a potential partnership. Based on this meeting, and others, a proposal will be developed, and the City will seek financial support from community foundations and the senior levels of government, including the Ministry of Social Development and Poverty Reduction.

- **Digital Inclusion and Social Connectedness**

  Social isolation and connectedness remains a significant issue, particularly given civic and social service closures and disruptions, and with more and more information and services going on-line and only available by remote access. The City has developed information and resources which are available in hard copy and are posted on doors and windows of faith and non-profit organizations serving the food insecure and homeless.

  The City is also exploring a partnership with Douglas College and the Lower Mainland Purpose Society on a Social Inclusion Initiative, which would provide pre-programmed electronic devices and technical support to those who are homeless or precariously housed and create Wi-Fi hot spots where these populations are concentrated or congregate.
On May 11, 2020, staff will be updating Council on this initiative, including seeking direction related to the partnership.

**Post-Pandemic Planning**

As part of post-pandemic planning, including participation on the City's New Normal Staff Committee, staff will hold discussions with faith and non-profit organizations as to what did and did not work well with regard to addressing the needs of at-risk and vulnerable populations during the COVID-19 pandemic. The purpose of these discussions will be to explore protocols and procedures between the City, including emergency management and social planning, and the faith and non-profit sector. This will be important in preparing for a possible second wave of the COVID-19 virus, and other emergencies such as a major earthquake or a flood.

**Emergency Preparedness and Resiliency**

The City is participating in the 'Hey Neighbour Collective,' which aims to increase social connectedness and resiliency in multi-family residential buildings through design improvements and social programming. This participation was determined prior to the COVID-19 pandemic and put on hold as a result of it. The City has identified a pilot site, and will be holding upcoming discussions related to bringing this site on board and working with the management and residents to develop programming initiatives related to social connectedness and resiliency. Given the pandemic, this work has taken on added importance, as connectedness, among building residents and the larger community, including formal support networks, is critical. Additionally, emergency preparedness, which is related to resiliency, is also critical. As such, the participation in and learnings from this pilot project will be of benefit to other multi-family residential buildings in the city.

**Achievements:**

The City was awarded $50,000 under the Vancouver Foundation Community Response Fund, which will be used to operationalize a food security program in partnership with St. Barnabas Anglican Church.

The City is applying for an additional grant under the Vancouver Foundation Community Response Fund, which will be used to operationalize a food security program in partnership with St. Aidan’s Presbyterian Church.
The City has developed a number of resources to address the needs of at-risk and vulnerable populations, including a Food Resource Calendar, Key Information and Resources for Tenants, and a Survival Guide.

The City is exploring a partnership with Douglas College and the Lower Mainland Purpose Society on a Social Inclusion Initiative.

### Seniors and the Disabled

**Update/Progress:**

- **Friendly Caller Program- Ongoing**
  
  Number Registered: 44  
  Number Receiving Calls: 42  
  Gender: 33 female, 10 male  
  Avg. Age: 74  
  Total # of Calls: 115

- **Care Homes**
  
  No reported cases of COVID-19 in the City's Care Facilities

- **Food Securement**
  
  The scheduling and delivery of the Greens and Beans soup delivery program in now being managed by Parks and Recreation. New Westminster Fire & Rescue Services will no longer be delivering soup. (Ongoing)
Century House Food Program is currently ongoing. Every Tuesday and Thursday from 4:30 pm – 5:30 pm.

Shelter

The Emergency Response Centre is scheduled to open at the Massey Complex on May 11, 2020.

Business and the Local Economy

Update/Progress:

- Business & Local Economy working group meeting held May 7.
- Commercial Area Security Plan teams deployed on a nightly basis.
- Continued growth and promotion of Support Local (www.investnewwest.ca) campaign and addition of Support Local BC tool to the website that enable local businesses to access e-gift certificate purchasing ability for their patrons.
- Examination of city regulatory processes and policies continues with an emphasis on expedition of permits/applications/approvals for businesses meeting requirements under BC’s Restart Plan. Guidelines for processing anticipated demand for new and expanded patios for restaurants and pubs, and for social-distancing when queueing on sidewalks, in progress.
- Survey to gauge Covid-19 impact on local non-profit and culture sector in the field May 8-14. Best practice research on tactics for addressing the unique challenges facing these sectors under Covid-19 in progress.
- Information outlining BC Business Covid-19 Support Service 1-800 line and the City’s Covid-19 business resources, along with instructions to have information translated, delivered door-to-door to West End businesses.
• Business Outreach initiative completed with approximately 4000 City of New Westminster business license holders contacted directly by telephone or email.

• Ongoing posting of business and non-profit relief measures on the Covid-19 Resources for Business webpage.


Accomplishments:

• Commercial Area Security Plan continued for a second week.

• Business Outreach contact to all City of New Westminster business licence holders complete.

• Over 150 business listings on Support local website along with added e-tool for local business.

• Door-to-door distribution of 1-800 Covid-19 business support line information to West End businesses complete.

• Invest New West Covid-19 weekly e-newsletter distribution increased to nearly 800 local business recipients.

Education and Enforcement

• The Working Group has shifted its focus to recovery efforts, starting with providing recommendations to the Parks and Recreation Department regarding the phased reopening of parks features. Call trackers, compliance officers and physical distance champions will be kept up to date of changes being implemented to help with education efforts. The E&E Working Group is also working in close collaboration with communications.
• The Working Group will continue to provide recommendations as the Parks and Recreation Department works to finalize the next phases of reopening, including features such as: playgrounds; volleyball and basketball courts; outdoor fitness circuit/equipment; outdoor pools, wading pools, spray parks; and the Belmont Parklet. The approach taken by other local municipalities will be considered as this plan is finalized.

• A subset of the E&E Working Group has begun more detailed analysis of the feedback received through the COVID compliance hotline and email. Some preliminary findings include:
  - The number of COVID-19 complaints and inquiries have been trending downwards. The number of COVID-19 related complaints and inquiries peaked at 44 on April 10 (Good Friday). During the first six days of the month of May, the number of COVID-19 complaints and inquiries have never gone into the double digits (including zero COVID-19 related complaints and inquiries on May 2). Staff anticipate there may be an increase in inquiries as the City and Province begins to reopen.
  - The most common type of COVID-19 related complaint type has related to park facility closures (16.3% of complaints and inquiries). These complaints and inquiries have usually involved people going onto closed park areas, but sometimes into closed school grounds (e.g. playgrounds). The next most common type of complaint type is businesses not physical distancing (15.9% of complaints and inquiries), followed by people not physical distancing in parks (12.8% of complaints and inquiries).
  - During the first week of compliance hotline and email (March 29 – April 4), the most common complaint and inquiry location was for parks. During the week of April 26 to May 2, the most common complaint and inquiry location was businesses (other than construction sites).

• Efforts continue to be made to increase the compliance with pedestrian traffic flow and physical distancing along the Riverfront. Additional signage is being installed in areas that received the most community feedback regarding how to improve messaging.

• COVID Compliance Officers continue to follow up with a number of businesses to ensure they were following suggestions on maintaining physical distancing protocols. The Officers are also attending various parks and public areas, including Pier Park, Quayside Boardwalk, Hyack Square and off-leash dog parks to provide education and to
users. Support is also being provided to other organizations when needed. For example, the officers helped with physical distancing & setup/takedown of food bank at St. Barnabas Church.

- The Physical Distance Champions are submitting daily reports, the feedback from which is being shared with relevant City staff to ensure effective and efficient response to issues raised.

**Accomplishments:**

- A total of 547 of calls and emails have been received by the COVID Compliance Hotline (to end May 7, 2020).

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## Childcare

### Progress/Update:

- Licensing Officers attended a call last week hosted by the Ministry. Patricia Daly of Vancouver Coastal Health answered questions from licensing officers, managers, ECEs and child care providers. Highlights included that child care providers will apply first aid as needed per standard practice, children are at very low risk of contracting and spreading Covid-19, though the exact impacts on children’s wellbeing are not yet fully known, standard cleaning products and practices are sufficient for cleaning learning spaces, however increased sanitization is required for heavily used surfaces.

- In New Westminster more care centres have opened as of May 1, with more openings anticipated through the month.

- YMCA CCRR is now approving referrals for ALL families, not just essential worker families with information will be updated on the Childcare Website page.

- Families that had a permanent care spot prior to the pandemic, who have not chosen to return their child to care at
this time, will not lose their spot to essential worker families who are utilizing temporary emergency care.

- The School District is bringing students with complex needs into the child care learning centres on a gradual basis beginning next week, providing emotional and education needs to vulnerable students.

- Westminster Child Care Afterschool Society is currently looking at offering care through the summer as well as all child care facilities that are currently operating.

- Ministry of Children and Family Development continues to work with various organizations such as the Kids New West Coalition, to look at the need for services for families experiencing pressure during the pandemic as there are been an increase in domestic violence.

- Funding sources are currently being explored through the Ministry of Children and Families that may go towards subsidizing families who do not have means to register children for programs.

- Working Group continues to advocate for higher wages for Child Care Providers.

**Accomplishments:**

- May is Child Care Month and we will be recognizing the work they are providing to children and families. The messaging campaign includes:
  - Huge thanks to all New Westminster child care providers!
  - We’re grateful for how you support our families, nurture our children and strengthen our community.
  - Join us in recognizing these essential workers – today and every day!

- YMCA CCRR’s consultants are phoning all child care operators on a continuous basis to check in with them to see how things are going in their centres. The feedback has been very positive as this is the only contact some of them have outside their facility on regular basis.
At-Risk and Vulnerable Populations Task Force

To: Mayor Coté and Members of Council
From: At-Risk and Vulnerable Populations Task Force
Subject: COVID-19 At-Risk and Vulnerable Populations Task Force: Information and Resource Dissemination Actions

RECOMMENDATION

THAT Council direct staff to partner with Douglas College and the Lower Mainland Purpose Society on a COVID-19 Social Inclusion Initiative, including but not limited to providing communications support in sourcing electronic devices; exploring the establishment of Wi-Fi hotspots in the community; and reaching out to Internet providers regarding possible collaboration and partnerships.

BACKGROUND

The City has established seven task forces in response to the COVID-19 pandemic; one of which is mandated to address the needs of at-risk and vulnerable populations and another which is mandated to address the needs of seniors and persons with disabilities. From their initiation, faith and non-profit task force members have expressed the need to stay informed on the latest relevant COVID-19 information, and for their clients and guests to be able to access information related to resources and services to meet their varied needs.

To assist faith and non-profit organizations to stay up-to-date, and to inform their clients and guests of available resources and services, the City has taken on a coordinating role and has undertaken a number of initiatives. These initiatives recognize that not everyone has access
to a computer, smart phone or tablet, or the Internet, particularly given the closure of civic facilities such as the library, and business and non-profit closures and service reductions. In addition to providing information in multiple formats, including hard copy, the City is exploring a partnership to enhance access to electronic devices and the Internet.

**DISCUSSION**

The swiftly evolving response to the current COVID-19 pandemic has been accompanied by a staggering amount of information and resources from a variety of sources. As an added challenge, sources of on-line disinformation can overwhelm or question reliable sources from health authorities and government agencies.

Staff has been actively working to ensure that the City continues to meet the information and resource needs of the faith and non-profit sector, including its clients and guests. The challenges posed by the pandemic are changing daily, and the dissemination of accessible, pertinent and reliable information and resources is a key priority.

**Information Dissemination Initiatives**

*Task Force Groups as Information Forums*

Task force meetings are an important forum for effective information and resource sharing. To date, each task force has held seven meetings. The agendas for these meetings are a combination of standing items, with an update and discussion on each, and emergent issues, in which faith and non-profit task force members raise concerns and make suggestions. To facilitate communication among task force members, staff has compiled a *Key Contacts List of Faith and Non-Profit Organizations Supporting Vulnerable Populations*, which now includes 35 listings. While not for public use, this listing is updated weekly and accessible to all task force members.

*Task force and Community Resource Web Portals*

City staff has developed task force and community resource web portals on the City’s official website. These portals act as central repositories for all COVID-19 information and resources of relevance to faith and non-profit organizations, as well as their clients and guests. These web portals have been promoted through CityPage, a press release, posters, and social media. Supporting information and links have also been circulated to distribution groups such as the Community Poverty Reduction Committee, the Homelessness Coalition Society, KIDS New West, and the WINS Local Immigration Partnership Council.
COVID-19 At-Risk and Vulnerable Populations Task Force:

COVID-19 Seniors and Persons with Disabilities Task Force:

Task Force Weekly Bulletin

Task force members have suggested consolidating information, possibly in the form of a weekly bulletin or newsletter. To this end, staff will be developing a three- to four-page bulletin that will highlight the following areas: food security; financial assistance and government benefits; information and resources; shelter and temporary housing options; tenant protections and resources; and other topics as needed.

The bulletin will be updated weekly and contain profiles of programs and services which have been developed in response to the pandemic. Each task force staff member will be responsible for their section, which will comprise one or two paragraphs, plus links and profiles. The bulletin will be posted on the task force web portal and circulated to members, as well as being available for Council and the community to access via a link.

Information and Resource Documents

Trusted Links and Resources

During the initial days of the COVID-19 pandemic, City staff created a Trusted Links and Resources document (see attachment #1), which highlighted key federal provincial, regional and municipal information sources, including links, with particular attention to information of interest and relevance to faith and non-profit organizations serving at-risk and vulnerable populations.

Summary of Financial Supports

City staff has developed a Summary of Financial Supports document (see attachment #2), which provides a central and one-stop access point for financial assistance and government benefits. This document, which includes information on housing supports, income supplements and tax benefits, is updated on a weekly basis.
City of New Westminster  May 11, 2019

Tax Filing and Financial FAQ

City staff has developed Tax Filing and Financial FAQ document (see attachment #3), which is a response to concerns and confusion regarding income taxes, payday loans, taxfiling clinics, and access to funding for emergencies. The document is updated on a weekly basis.

Food Resource Calendar

Staff has developed a Food Resource Calendar (see attachment #4), which features all of the food security program offerings currently in place, including those developed with the assistance of the City and in response to the COVID-19 pandemic. This document is updated each time there is a change, and forwarded to faith and non-profit organizations, through the Extreme Weather Response Program (EWRP) distribution list, for posting on doors and windows. It is also distributed by bylaw enforcement officers and homeless outreach workers.

Survival Guide

Staff has developed a Survival Resource Guide (see attachment #5), which includes information on emergency shelters, food security programs, health and harm reduction services, laundry and shower offerings, and outreach and referral supports. Similar to the Food Resource Calendar, it is distributed through the EWRP distribution group, and by bylaw enforcement officers and homeless outreach workers.

Key Information and Resources for Tenants

City staff is in the process of developing a Key Information and Resources for Tenants document, which will provide a central and one-stop access point for tenants. This document will include information regarding federal and provincial income and rent supplements; tenant eviction protections, including municipal bylaws related to renovictions; and financial and loan information, including related to the New Westminster Rent Bank Program. This document will be updated each time a change is made and distributed electronically and in hard copy, including through tenant rights and support groups such as BC Acorn and the New West Tenants Union.

Information and Resources for Youth

Youth Service staff continue to develop and promote resource materials for youth, including through social media and posters on the windows of the Youth Centre. Resource information includes food security programs, mental health supports, and shelter options. Additionally,
staff has initiated a remote social engagement initiative in support of Youth Week, with a view to connecting with and engaging youth while allowing for physical distancing.

Additional Resources

Resource Request Form

City staff has developed a Resource Request Form (see attachment #6), which is an electronic and interactive form that enables faith and non-profit organizations to identify their product and service needs and provide a rationale as to how the request is associated with the COVID-19 pandemic. This form facilitates an immediate response while enabling the City to be reimbursed by the province for all approved purchases.

Donation and Volunteer Appeal

Recognizing that local faith and non-profit organizations would experience a significant decline in donations and reduced volunteerism due to the COVID-19 pandemic, City staff put a call out to the community for donations and volunteers to support these organizations as they continue to serve at-risk and vulnerable populations. The donation and volunteer appeal was broadcast through a press release and posted on the task force web portals.

Digital Inclusion Initiative

It is recognized that information and resources from all levels of governments and organizations are increasingly being made available on-line. This includes applying for assistance, benefits and/or supports. As such, at-risk and vulnerable populations are being disproportionately impacted, particularly given that civic facilities and many businesses have closed, thus making access to free Wi-Fi difficult, if not impossible, for many of those who are unsheltered or preciously housed.

In response, City staff are seeking Council direction to partner with Douglas College Education and Research and the Lower Mainland Purpose Society on a COVID-19 Digital Inclusion Initiative. More specifically, the City, as a partner, would assist in sourcing laptops, smart phones and tablets, through a marketing campaign, and explore free and targeted Internet access, including the creation of Wi-Fi hotspots. Regarding the latter, the City’s Information Technology Division would provide assistance, including reaching out to and potentially partnering with Internet providers such as Shaw.

INTER-DEPARTMENTAL LIAISON

The At-Risk and Vulnerable Populations Task Force is working closely with staff from the Emergency Operations Centre, which includes representation from various City
Departments, and in conjunction with the Seniors and Persons with Disability Task Force. Regarding the Social Inclusion Initiative, Social Planning staff has met with Information Technology staff to discuss the potential partnership with Douglas College and the Lower Mainland Purpose Society.

**FINANCIAL IMPLICATIONS**

There are limited financial implications related to the partnership with Douglas College and the Lower Mainland Purpose Society, as the City will be providing communications support and exploring the creation of Wi-Fi hot spots, with the latter to be facilitated through potential collaboration and partnerships with Internet providers. If there are direct costs, other than in-kind, staff will bring them to Council for review and possible endorsement.

**OPTIONS**

There are two options for Council consideration:

1. That Council direct staff to partner with Douglas College and the Lower Mainland Purpose Society on a COVID-19 Social Inclusion Initiative, including but not limited to providing communications support in sourcing electronic devices; exploring the establishment of Wi-Fi hotspots in the community; and reaching out to Internet providers regarding possible collaboration and partnerships.

2. That Council provide alternative direction.

Staff recommends option 1.

**ATTACHMENTS**

Attachment 1: Trusted Links and Resources  
Attachment 2: Summary of Financial Supports  
Attachment 3: Tax Filing and Financial FAQ  
Attachment 4: Food Resource Calendar  
Attachment 5: Survival Resource Guide  
Attachment 6: Resource Request Form
This report has been prepared by:
Anur Mehdic, Housing/Child Care, Planning Analyst

This report was reviewed by
John Stark, Supervisor of Community Planning

Approved for Presentation to Council

Lisa Spitale
Chief Administrative Officer
Attachment 1

Trusted Links and Resources
The below table presents a summary of trusted links and resources regarding the COVID-19 pandemic in one single place. While we will continue to ensure the correctness of the information, please contact Anur Mehdic at amehdic@newwestcity.ca should you find an inaccuracy.

<table>
<thead>
<tr>
<th>Organization</th>
<th>Details</th>
<th>Web Resource</th>
<th>Phone Resources</th>
</tr>
</thead>
<tbody>
<tr>
<td>BC Centre for Disease Control (BCCDC)</td>
<td>BCCDC provides health promotion and prevention services, analytical and policy support to government and health authorities, and diagnostic and treatment services to reduce communicable &amp; chronic disease, preventable injury and environmental health risks. The BCCDC has compiled extensive information about the COVID-19 pandemic, including how to protect yourself, your family and your community and what to do if you suspect you have the virus.</td>
<td>General: <a href="http://www.bccdc.ca">www.bccdc.ca</a></td>
<td>COVID-19 Specific Web Resources <a href="http://www.bccdc.ca/health-info/diseases-conditions/covid-19">http://www.bccdc.ca/health-info/diseases-conditions/covid-19</a></td>
</tr>
<tr>
<td>Fraser Health Authority</td>
<td>Fraser Health is one of five regional health authorities in B.C. working together with the BC Ministry of Health. Fraser health has compiled extensive information and downloadable material to help answer questions about COVID-19 pandemic.</td>
<td>General: <a href="http://www.fraserhealth.ca">www.fraserhealth.ca</a></td>
<td>COVID-19 Specific Web Resources <a href="https://www.fraserhealth.ca/health-topics-a-to-z/coronavirus">https://www.fraserhealth.ca/health-topics-a-to-z/coronavirus</a></td>
</tr>
<tr>
<td>World Health Organization (WHO)</td>
<td>WHO works worldwide to promote health, keep the world safe, and serve the vulnerable. The WHO has produced extensive COVID-19 resources for the public, available in several languages.</td>
<td>General: <a href="https://www.who.int/">https://www.who.int/</a></td>
<td>COVID-19 Specific Web Resources <a href="https://www.who.int/emergencies/diseases/novel-coronavirus-2019">https://www.who.int/emergencies/diseases/novel-coronavirus-2019</a></td>
</tr>
</tbody>
</table>
Attachment 2

Summary of Financial Supports
# COVID 19 Summary of Financial Supports

The below table is to present a summary of available information on COVID 19 Financial Supports in one single place. While we will continue to ensure the correctness of the information, please contact Tristan Johnson at tjohnson@newwestcity.ca should you find any inaccuracies.

## HOUSING

<table>
<thead>
<tr>
<th>Support</th>
<th>Description</th>
<th>How to Access</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>New Westminster Electrical Utility</strong></td>
<td>Bill deferral and flexible payments available for residential and business customers</td>
<td>Call 604-527-4555 for more information</td>
</tr>
<tr>
<td><strong>Freeze on rental rates</strong></td>
<td>No rent increases are allowed in BC, effective April 1.</td>
<td>No action needed. Contact Residential Tenancy Branch with questions.</td>
</tr>
<tr>
<td><strong>Rental supplement</strong></td>
<td>The program gives $300 per month for eligible households with no dependents, and $500 per month for eligible households with dependents. Eligibility criteria is available on the BC Housing website.</td>
<td>Please apply through BC Housing</td>
</tr>
<tr>
<td><strong>Mortgages (CMHC-insured)</strong></td>
<td>Mortgage payment deferrals available for CMHC-insured loans.</td>
<td>Check with your lender.</td>
</tr>
<tr>
<td><strong>Mortgages (non-CMHC)</strong></td>
<td>Check with your lender about payment deferral options.</td>
<td>Check with your lender.</td>
</tr>
<tr>
<td><strong>Emergency Housing</strong></td>
<td>Existing shelters are still active and additional emergency options may be available.</td>
<td>Call 2-1-1 or search online.</td>
</tr>
<tr>
<td><strong>New Westminster Rent Bank</strong></td>
<td>Offers low-interest, no-interest, short-term loans to individuals and families in New Westminster who are at risk of eviction or utility disconnection due to a temporary and unexpected financial crisis.</td>
<td>Contact Purpose Society at 604-526-2522 or <a href="mailto:newwestminsterrentban@purposesociety.org">newwestminsterrentban@purposesociety.org</a></td>
</tr>
</tbody>
</table>

**YEAH! Program Housing Subsidy for youth**

This program is offered by WATARI: “The YEAH! Program offers support with housing searches, viewing places to rent, communicating with landlords, outreach support, individualized wellness planning, learning life-skills, group sessions focusing on psychoeducational and life-skills topics, connecting with education and employment support and opportunities, access to Food Bank, start-up supplies, and a rental supplement of up to $450 per month.” “Youth 16-24 years old who are homeless or at risk of homelessness are eligible for this program.”

> See more re: Housing.

## PERSONAL INCOME – WORKFORCE

<table>
<thead>
<tr>
<th>Support</th>
<th>Description</th>
<th>How to Access</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Employment Insurance (EI)</strong></td>
<td>Existing EI benefit continues to be available. Provides up to $573/week to people who have lost income.</td>
<td>Apply online.</td>
</tr>
<tr>
<td><strong>EI Sickness Benefit</strong></td>
<td>One-week waiting period has been waived.</td>
<td>Call 1-833-381-2725 or apply online.</td>
</tr>
<tr>
<td><strong>Canada Emergency Response Benefit (CERB)</strong></td>
<td>Provides $2,000/month to workers who lose income due to COVID-19, including contractors and self-employed people. (Note: Previous description implied only those who do not qualify for EI are eligible for CERB. However, CERB may actually take the place of EI for new applicants when available. In the meantime, those who qualify for EI should continue to submit for EI, as it is a benefit that lasts up to 45 weeks and can continue after the CERB benefit ends on Oct 3. Program has recently been expanded to reach people who are earning $1,000 or less per month, seasonal workers, workers who are still employed but are not receiving income because of their work situation or those who ran out of EI recently</td>
<td>Apply online.</td>
</tr>
<tr>
<td><strong>BC Emergency Benefit</strong></td>
<td>One-time additional tax-free payment of $1,000 to those whose work has been affected due to COVID-19</td>
<td>Check back for application instructions.</td>
</tr>
</tbody>
</table>

## INCOME SUPPLEMENTS FOR PEOPLE

<table>
<thead>
<tr>
<th>Support</th>
<th>Description</th>
<th>How to Access</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>GST-credit</strong></td>
<td>One-time boost of up to $600 per eligible couple, $400 for eligible individuals in May.</td>
<td>Benefit is paid out automatically according to your income tax return. More info here.</td>
</tr>
<tr>
<td><strong>Climate Action Tax Credit</strong></td>
<td>One-time boost of up to $564 for eligible families of 4 and $218 for eligible individuals in an enhanced payment in July.</td>
<td>No action if you are already registered for CCB. Otherwise, apply online.</td>
</tr>
<tr>
<td><strong>Canada Child Benefit (CCB)</strong></td>
<td>One-time boost of $300 per children under 18 years old in May.</td>
<td></td>
</tr>
<tr>
<td><strong>Youth in Care</strong></td>
<td>Youth in care will not age out of services during the pandemic. Agreements with Young Adults (AYA) program payments will continue despite school closures and training interruptions.</td>
<td></td>
</tr>
<tr>
<td><strong>Young Adults Program (AYA)</strong></td>
<td>Agreements with Young Adults (AYA) program payments will continue to former youth-in-care despite school closures and training interruptions.</td>
<td></td>
</tr>
</tbody>
</table>
### Income Assistance
Existing **Income Assistance** program continues to be available for those in need with no other resources. Persons on Income Assistance who are not receiving EI or the CERB will be eligible for an additional **$300 supplement** on cheques for April, May and June. Apply online, by phone at 1-866-866-0800, or visit your local office.

### People with Disabilities
Existing **Disability Assistance** program continues to be available. See also full list of additional supports here. Persons on Disability Assistance who are not receiving EI or the CERB will be eligible for an additional **$300 supplement** on cheques for April, May and June. Disability Assistance recipients who are also receiving the BC **Bus Pass** will automatically receive the $52 Transportation Supplement on their cheque starting in April. Apply online, by phone at 1-866-866-0800, or visit your local office.

### Seniors
Existing programs continue to be available, including:
- **Old Age Security (OAS)**: $614/mo (max)
- **Guaranteed Income Supplement (GIS)**: $916/mo (max)
- **Allowance/Allowance for Survivor**: $1389/mo (max)

### OTHER SUPPORTS FOR PEOPLE

<table>
<thead>
<tr>
<th>Support</th>
<th>Description</th>
<th>How to Access</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Hospital Parking</strong></td>
<td>Parking is free of charge at all health authority owned/operated health care sites and is for the use of hospital patients, hospital workers, and hospital visitors.</td>
<td></td>
</tr>
<tr>
<td><strong>ICBC</strong></td>
<td>Monthly payment deferral for up to 90 days with no penalty. ICBC is also waiving cancellation and re-plateing fees for people who choose to cancel their insurance during the COVID-19 pandemic.</td>
<td>Call 1-800-665-6442 or 604-661-2723 or apply online.</td>
</tr>
<tr>
<td><strong>Emergency Child Care Funding</strong></td>
<td>Child care providers receiving emergency government funding cannot charge parent fees for any periods of closure or for vacant spaces and must reserve spaces for families, starting April.</td>
<td>Check with your provider to see if they are in this program.</td>
</tr>
<tr>
<td><strong>BC Student Loans</strong></td>
<td>Six-month interest-free moratorium on repayment, starting April.</td>
<td>Repayment will be paused automatically.</td>
</tr>
<tr>
<td><strong>Canada Student Loans</strong></td>
<td>Six-month interest-free moratorium on repayment, starting April.</td>
<td>Repayment will be paused automatically.</td>
</tr>
<tr>
<td><strong>TransLink</strong></td>
<td>Fare-free boarding on all buses. Enter through rear of the bus, unless accessible loading is required. Monthly passes and day passes are refundable to customers if they have not been used.</td>
<td></td>
</tr>
<tr>
<td><strong>Registered Retirement Income Funds (RRIFs)</strong></td>
<td>Minimum withdrawals from Registered Retirement Income Funds (RRIFs) has been reduced by 25% for 2020.</td>
<td>Learn more here.</td>
</tr>
<tr>
<td><strong>Emergency Travel Loan</strong></td>
<td>Emergency loan of $5000 available to Canadians travelling abroad who are trying to return to Canada.</td>
<td>Dial 1 613-996-8885 or send an email.</td>
</tr>
<tr>
<td><strong>Income tax return</strong></td>
<td>Filing due date is deferred to June 1. Payments owed are deferred until after August 31.</td>
<td></td>
</tr>
<tr>
<td><strong>Resources in other languages</strong></td>
<td>Information on resources and COVID-19 are available on the BC Centre for Disease Control website in Traditional Chinese, Simplified Chinese, Punjabi, Farsi, French and English.</td>
<td></td>
</tr>
<tr>
<td><strong>Emergency Relief Funding for Children and Youth with Special Needs</strong></td>
<td>Families who were deemed eligible to receive MCFD Children and Youth with Special Needs (CYSN) Family Support Services prior to March 30, 2020 are eligible to receive emergency relief funding. This includes children/youth who are eligible for the Autism Funding Program and the At Home Program medical benefits.</td>
<td></td>
</tr>
<tr>
<td><strong>MSP (Medical Services Plan) response to COVID-19</strong></td>
<td>Temporary MSP coverage available for Temporary Foreign Workers and people with expired temporary work or study permits. Three month MSP coverage wait period will be waived for eligible individuals effective March 1, 2020, onwards. Access to provincially insured health care coverage for COVID-19 treatment may be available.</td>
<td>Contact Health Insurance BC at 604-683-7151 for more information.</td>
</tr>
<tr>
<td><strong>Free internet for low income households</strong></td>
<td>Free internet for low-income households through TELUS (Internet for Good) and Shaw (Connecting Families)</td>
<td>For more information on the Internet for Good program through TELUS, please contact TELUS at 1-866-835-8744 or <a href="mailto:community.affairs@telus.com">community.affairs@telus.com</a>. For more on the Connecting Families program through Shaw, please contact Shaw.</td>
</tr>
<tr>
<td><strong>Computers, tablets and other supports for New Westminster School District students</strong></td>
<td>For more information on loaned computers and tablets and other supports for New Westminster School District students, please contact the principals of your child’s school.</td>
<td></td>
</tr>
<tr>
<td><strong>Canada Emergency Student Benefit</strong></td>
<td>As per the Federal Government of Canada website: “We are proposing the Canada Emergency Student Benefit (CESB) that would provide support to students and new graduates who are not be eligible for the Canada Emergency Response Benefit or Employment Insurance or unable to work due to COVID-19. This benefit would provide $1,250 per month for eligible students or $1,750 per month for eligible students with dependents or disabilities. This benefit would be available from May to August 2020. More details will be made available soon.”</td>
<td></td>
</tr>
<tr>
<td><strong>Canada Student Grant</strong></td>
<td>Under the “Helping students continue their studies in the fall,” “doubling the Canada Student Grants for all eligible full-time students to up to $6,000 and up to</td>
<td>Changes are currently proposed but not yet implemented. Please check back on the Federal</td>
</tr>
<tr>
<td>Support for student researchers and post-doctoral fellows</td>
<td>From the Federal Government of Canada website under the &quot;Helping students continue their studies in the fall&quot;: &quot;We are providing $291.6 million to support student researchers and post-doctoral fellows through the federal granting councils. Funding would support a one-semester extension for eligible students whose research scholarships or fellowships end between March and August 2020 and who intend to continue their studies. It would also provide a 3-month extension in funding for holders of federal research grants to support eligible trainees and staff paid out of these awards.&quot;</td>
<td></td>
</tr>
<tr>
<td>Canada Student Service Grant</td>
<td>From the Federal Government of Canada website under the &quot;Launching a new national service initiative&quot;: &quot;We are launching the Canada Student Service Grant (CSSG), which will help students gain valuable work experience and skills while they help their communities during the COVID-19 pandemic. For students who choose to do national service and serve their communities, the new CSSG will provide up to $5,000 for their education in the fall.&quot; More details will be made available on the &quot;I Want to Help&quot; platform soon.</td>
<td></td>
</tr>
</tbody>
</table>

| **FUNDING BOOSTS TO CHARITIES FOR PROGRAM DELIVERY** |
| **Support** | **Description** | **How to Access** |
| Food Banks BC | Funding boost to Food Banks British Columbia, who will distribute the money among food banks province wide. | For more information on Food Bank programs, please visit Food Banks BC |
| Kids Help Phone | Funding boost to Kids Help Phone, which provides young people with mental health support. |  |
| United Way Canada | Funding boost to United Way Canada for local organizations to support practical services to Canadian seniors, such as: Delivery of groceries, medications, or other needed items, or personal outreach to assess individuals’ needs and connect them to community supports. | For more information on local programs, please visit the United Way of the Lower Mainland website. |
| Women’s shelters and sexual assault centres | $40 million will go to Women and Gender Equality Canada (WAGE) with up to $30 million of which will address immediate needs of shelters and sexual assault centres. |  |
| Reaching Home initiative | From the Federal Government of Canada website: “We continue to support people experiencing homelessness during the COVID-19 outbreak by providing $157.5 million to the Reaching Home initiative. The funding could be used for a range of needs such as purchasing beds and physical barriers for social distancing and securing accommodation to reduce overcrowding in shelters.” | For more information on Reaching Home in Metro Vancouver, please visit the Vancity Community Foundation - Reaching Home website. Must apply by April 29, 2020 to receive funding. |

| **BUSINESS (GENERAL)** |
| **Support** | **Description** | **How to Access** |
| New Westminster Electrical Utility | Bill deferral and flexible payments available for residential and business customers. | Call 604-527-4555 for more information |
| Fortis- Covid-19 Customer Recovery Fund | For natural gas: small business owners can apply or phone Fortis to let them know about loss of employment or livelihood to enter Covid-19 Customer Recovery Fund Program. Small business owners may be able to receive support in the form of bill credits or deferral bill payments from April 1 to June 30, 2020, with a spread-out repayment plan. | Customers can go to Fortis Covid-19 Customer Recovery Fund website for more information or phone 1-888-292-4104. |
| Canada Emergency Wage Subsidy | Covers up to 75% of wages for businesses, charities, and non-profits that have lost at least 15% of their revenue in March 2020 and 30% for the following months. Max subsidy of $847 per week per employee, backdated to March 15. | Check back for application instructions. |
| Temporary changes to Canada Summer Jobs program | From Federal Government of Canada website: “We are making temporary changes to the Canada Summer Jobs program to allow employers to: • receive an increased wage subsidy, so that private and public sector employers can also receive up to 100 per cent of the provincial or territorial minimum hourly wage for each employee; • extend the end date for employment to February 28, 2021; • adapt their projects and job activities; • hire staff on a part-time basis.” |  |
| Work–Sharing program | Work-Sharing (WS) is a program that helps employers and employees avoid layoffs when there is a temporary decrease in business activity beyond the control of the employer. The program provides Employment Insurance (EI) benefits to eligible employees who agree to reduce their normal working hours and share the available work while their employer recovers. The Work-Sharing program has been extended from 38 weeks to 76 weeks for employers affected by COVID-19. |  |
| Business Credit Availability Program (BCAP) | Financing support for small and medium-sized businesses. Available mid-April. — Canada Emergency Business Account: Loans of up to $40,000 for small businesses and not-for-profits, interest-free for one year. A portion may be forgivable. Available mid-April. — Loan Guarantee: Operating credit and cash flow term loans of up to $6.25 million to SMEs. Available mid-April. | Speak with your financial institution. Learn more. |
### Co-Lending Program
Co-lend term loans to SMEs for their operational cash flow requirements. Eligible businesses may obtain incremental credit amounts of up to $6.25 million through the program. Available mid-April.

<table>
<thead>
<tr>
<th>Description</th>
<th>How to Access</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal income tax</td>
<td>Payments owed are deferred until after August 31.</td>
</tr>
<tr>
<td>Canadian Emergency Commercial Rent Assistance</td>
<td>From the Federal Government of Canada website: “The program will provide forgivable loans to qualifying commercial property owners to cover 50 per cent of three monthly rent payments that are payable by eligible small business tenants who are experiencing financial hardship during April, May, and June. The loans will be forgiven if the mortgaged property owner agrees to reduce the eligible small business tenants’ rent by at least 75 per cent for the three corresponding months under a rent forgiveness agreement, which will include a term not to evict the tenant while the agreement is in place. The small business tenant would cover the remainder, up to 25 per cent of the rent. Impacted small business tenants are businesses paying less than $50,000 per month in rent and who have temporarily ceased operations or have experienced at least a 70 per cent drop in pre-COVID-19 revenues. This support will also be available to non-profit and charitable organizations.”</td>
</tr>
<tr>
<td>BC business taxes</td>
<td>Payments for Employer health tax (EHT), provincial sales tax (PST), municipal and regional district tax, tobacco tax, motor fuel tax, and carbon tax are deferred until after Sept 30. Scheduled April 1 increases to provincial carbon tax and PST are deferred.</td>
</tr>
<tr>
<td>School Tax</td>
<td>Reductions in the school property tax rate for commercial properties to achieve an average 25% reduction in the total property tax bill for most businesses</td>
</tr>
<tr>
<td>GST/HST</td>
<td>Payments owed deferred to June 30.</td>
</tr>
<tr>
<td>Customs duties &amp; taxes</td>
<td>Payments owed deferred to June 30.</td>
</tr>
<tr>
<td>Other financial support for small and medium-sized businesses</td>
<td>From the Federal Government of Canada website: “We are providing $675 million to give financing support to small and medium-sized businesses that are unable to access other COVID-19 business supports, through Canada’s Regional Development Agencies.” Please contact Western Economic Diversification Canada for more details.</td>
</tr>
<tr>
<td>Student and youth work programs</td>
<td>The Federal Government of Canada has provided additional funding for the following student work programs: 1) Youth Employment and Skills Strategy: An additional $153.7 million in funding for a range of measures to create over 6,000 additional job placements in high-demand sectors. 2) Student Work Placement Program: An additional $80 million for this program to support up to 20,000 post-secondary students across Canada to obtain paid work experience related to their field of study. 3) Mitacs and Business/Higher Education Roundtable: An additional $0 million to support Mitacs to create 5,000 new job placements. Mitacs provides a link between industry and post-secondary institutions. Also, the Business/Higher Education Roundtable provides links between some of Canada’s largest companies and post-secondary institutions and will create a further 5,000 to 10,000 new student placements.</td>
</tr>
</tbody>
</table>

**See more re: Businesses.**

**Click here: BC Government Small Business Support List**

**Small Business BC is a one-stop resource for helping businesses navigate available supports**

### BUSINESS (By SECTOR)

<table>
<thead>
<tr>
<th>Support</th>
<th>Description</th>
<th>How to Access</th>
</tr>
</thead>
<tbody>
<tr>
<td>Child care sector</td>
<td>Emergency funding is available for child care providers that stay open and that close.</td>
<td>Learn more.</td>
</tr>
<tr>
<td>Arts &amp; Culture sector</td>
<td>The Provincial Government of BC is providing $3 million Arts and Culture Resilience Supplement to give operating and eligible project clients a supplement of up to $15,000. Clients will receive a 50% advance on 2020-21 funding. There is also a $500 million COVID-19 Emergency Support Fund from the Federal Government of Canada for cultural, heritage and sport organizations that will help address the financial needs of affected organizations so that they can support artists and athletes.</td>
<td>Arts and Culture Resilience Supplement is Via BC Arts Council.</td>
</tr>
<tr>
<td>Broadcasting sector</td>
<td>CRTC Part I licence fees waived.</td>
<td></td>
</tr>
<tr>
<td>Tourism businesses in national parks and historic sites</td>
<td>Tourism operators in national parks, historic sites, and marine conservation areas will have payments on commercial leases and licences of occupation deferred without interest until September 1.</td>
<td>Wait to be contacted by Parks Canada.</td>
</tr>
<tr>
<td>Seafood sector</td>
<td>Seafood growers, shellfish farmers, and processors, will have access to the $5 billion Farm Credit Canada loan program. For agricultural businesses that require temporary foreign workers for seasonal farm work, the Government of British Columbia is providing financial support including funding hotel, food-service and worker support costs during the 14-day self-isolation period for the arriving workers.</td>
<td>Via FCC.</td>
</tr>
<tr>
<td>Farmers and Agri-Food sector</td>
<td>Access to the $5 billion Farm Credit Canada loan program. For agricultural businesses that require temporary foreign workers for seasonal farm work, the Government of British Columbia is providing financial support including funding hotel, food-service and worker support costs during the 14-day self-isolation period for the arriving workers.</td>
<td>$5 billion Farm Credit Card loan program is Via FCC.</td>
</tr>
<tr>
<td>Category</td>
<td>Details</td>
<td></td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Airports</td>
<td>Rents paid on ground leases waived.</td>
<td></td>
</tr>
<tr>
<td>Essential services workers</td>
<td>A new process is available for essential services workers to find childcare. A list of essential services workers is available on the BC Provincial Government website.</td>
<td></td>
</tr>
<tr>
<td>Wage top-up for low-income essential workers</td>
<td>A new transfer from the Federal Government to the Provincial Governments to provide wage top-up to low-income essential workers (those who earn less than $2,500/month). For more information on essential workers, please visit the British Columbia Provincial Government's List of COVID-19 Essential Services. Check back for more information.</td>
<td></td>
</tr>
<tr>
<td>Residential services for persons with</td>
<td>As per the Community Living BC website: “up to $35.6 million will be available over three months from CLBC to support service providers to continue delivering residential services, including group homes, home sharing and supported independent living that about 9,500 adults with developmental disabilities count on.”</td>
<td></td>
</tr>
<tr>
<td>Funding for young entrepreneurs</td>
<td>Futurpreneur Canada is a “non-profit organization that provides financing, mentoring and support tools to aspiring business owners aged 18-39.” From the Federal Government of Canada Economic Response Plan website, under “Young Entrepreneurs”: “We are providing $20.1 million in support for Futurpreneur Canada to continue supporting young entrepreneurs across Canada who are facing challenges due to COVID-19. The funding will allow Futurpreneur Canada to provide payment relief for its clients for up to 12 months.”</td>
<td></td>
</tr>
</tbody>
</table>
Attachment 3

Tax Filing and Financial FAQ
Covid-19 Tax Filing & Financial FAQ
For New Westminster

When do I have to file taxes by?
Individuals need to file by June 1, 2020 and pay any taxes owing by September 1, 2020. Self-employed people and their spouses/common-law partners need to file by June 15, 2020 and pay any taxes owing by September 1, 2020.

For information on tax filing and payment and to check for any updates to this information, please visit the CRA’s COVID-19 filing page

Netfile
If you can access a computer, you can file online using CRA certified tax-filing software. There are a variety of software products to meet their needs, some of which are free!

File my Return
File my return is a free, secure, and easy to use telephone service for eligible people with low income or a fixed income whose situations remain unchanged from year to year. Those who are eligible have received an invitation letter in the mail or in their T1 income tax and benefit package.

Paper Filing
You can still file your income tax return on paper. If you filed on paper last year and your address information with the CRA was up-to-date, you should have received your paper tax package in the mail by February 17, 2020.

Forms
You can view, download and order forms at canada.ca/taxes-general-package or call the CRA at 1-855-330-3305 to order a copy. If you need to order a package, please keep in mind that it may take 10 days for delivery.

Need more personal help with accessing benefits, or personal finances?
Family Services of Greater Vancouver offer free financial coaching via phone or video chat to help you with dealing with your finances.

I lost my job or am having money problems. Is help available from the Government?
The Department of Finance’s Economic Response Plan has a list of resources, including increased Canada Child Benefit, the new Canada Emergency Response Benefit and a moratorium on student loan repayments. Please visit Canada’s COVID-19 Economic Response Plan website for more information. The Provincial Government of British Columbia has also a page with information on supports in British Columbia. The City of New Westminster is also providing various supports, including increased funding to the New Westminster Rent Bank, assistance for electrical utility customers, and friendly support calls to seniors and persons with disabilities.
I have received suspicious requests for money/information. How do I know if it is a scam?  
The Canadian Anti-Fraud Centre has a website specifically related to describing COVID-19 fraud examples.

I can’t access any tax-filing clinics in person due to COVID-19. Where can I get help filing taxes?  
The Canada Revenue Agency has a website with a series of videos that describe how to file a tax return, how to find tax preparation software, and other issues regarding the filing of taxes.

Which tax-filing clinics are still operating?  
The New Westminster Public Library has a list of Community Income Tax Clinics on their website.

I am in an emergency and need money. Where can I go?  
Although it may be tempting to use payday loans at this time, payday loans have high rates of interest and can cause further money problems in the future. For more information on problems with payday loans, please visit the Canadian Government website on payday loans.

There are other alternatives to payday loans such as rent banks and emergency rent supplements. The New Westminster Rent Bank offers low-cost loans to pay for rent and utilities.
If you need any other advice about other sources of emergency money, please contact Family Services of Greater Vancouver.

Disclaimer: this information is current as of April 21, 2020. The preparers of this information take no responsibility for the accuracy of this information, as regulations and financial aid available are changing at a very fast pace. It is recommended that people go to the websites listed in this FAQ for the most up to date information.
Attachment 4

Food Resource Calendar
<table>
<thead>
<tr>
<th>Day</th>
<th>Breakfast</th>
<th>Lunch</th>
<th>Dinner</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday</td>
<td>UGM 658 Clarkson Street Takeout hot breakfast 8:30-9:30am</td>
<td>UGM 658 Clarkson Street Bagged lunch 11:00am-12:00pm</td>
<td>Purpose Society, (Behind Building) Alexander St. 4:00pm</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Gurdwara 347 Wood Street Take-out hot meal 11:00am-12:00pm</td>
<td>Gurdwara 347 Wood Street Take-out hot meal 5:00-7:30pm</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Salvation Army 325 Sixth Street Hot Lunch 12:00pm</td>
<td>Century House 620 Eighth Street Free Vegetarian Take-Away Meals 4:30-5:30pm</td>
</tr>
<tr>
<td>Tuesday</td>
<td>UGM 658 Clarkson Street Takeout hot breakfast 8:30-9:30am</td>
<td>UGM 658 Clarkson Street Bagged lunch 11:00am-12:00pm</td>
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<tr>
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</tr>
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</tr>
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<td>Century House 620 Eighth Street Free Vegetarian Take-Away Meals 4:30-5:30pm</td>
</tr>
<tr>
<td>Thursday</td>
<td>UGM 658 Clarkson Street Takeout hot breakfast 8:30-9:30am</td>
<td>UGM 658 Clarkson Street Bagged lunch 11:00am-12:00pm</td>
<td>St. Vincent de Paul, Honeymoon Suite, Alexander St. 5:00-7:00pm</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Gurdwara 347 Wood Street Take-out hot meal 11:00am-12:00pm</td>
<td>Gurdwara 347 Wood Street Take-out hot meal 5:00-7:30pm</td>
</tr>
<tr>
<td>Friday</td>
<td>UGM 658 Clarkson Street Takeout hot breakfast 8:30-9:30am</td>
<td>UGM 658 Clarkson Street Bagged lunch 11:00am-12:00pm</td>
<td>Lookout, Honeymoon Suite, Alexander St. 4:00pm</td>
</tr>
<tr>
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<td></td>
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<td>Gurdwara 347 Wood Street Take-out hot meal 5:00-7:30pm</td>
</tr>
<tr>
<td>Saturday</td>
<td>Salvation Army 325 Sixth street Takeout breakfast 10:00am</td>
<td>Salvation Army 325 Sixth Street Takeout breakfast 10:00am</td>
<td>Salvation Army 325 Sixth Street Takeout breakfast 10:00am</td>
</tr>
<tr>
<td>Sunday</td>
<td></td>
<td>Salvation Army 325 Sixth Street Takeout breakfast 10:00am</td>
<td>Salvation Army 325 Sixth Street Takeout breakfast 10:00am</td>
</tr>
</tbody>
</table>
| **Food Hampers** | Salvation Army 325 Sixth Street  
Existing clients only.  
New clients please call for intakes 604-521-2421.  
12:00pm | Salvation Army 325 6th Street  
New West residents 12:30-3:30 pm | Food Bank Tipperary Park 315  
Queens Avenue  
10:30am -12:30pm | St. Barnabas  
Grab & Go Hamper  
1010 5th Avenue  
10am – Noon  
(Seniors & Persons with Disabilities only from 10 – 10:30am) |
|---|---|---|---|---|
| Quest (members)  
7753 6th Street  
604-553-0636  
Low-cost groceries  
Monday – Friday  
9:00am-4:15pm | Quest (members)  
7753 6th Street  
604-553-0636  
Low-cost groceries  
Monday – Friday  
9:00am-4:15pm | Quest (members)  
7753 6th Street  
604-553-0636  
Low-cost groceries  
Monday – Friday  
9:00am-4:15pm | Quest (members)  
7753 6th Street  
604-553-0636  
Low-cost groceries  
Monday – Friday  
9:00am-4:15pm |
| **Food & Harm Reduction Supplies** | Purpose Health Van  
604-351-1885  
9am-7:00pm  
Bagged sandwiches, fruit & water and harm reduction supplies  
*Hot Meal (veg)*  
4:30pm-5:30pm | Purpose Health Van  
604-351-1885  
9am-7:00pm  
Bagged sandwiches, fruit & water and harm reduction supplies  
*Hot Meal (veg)*  
4:30pm-5:30pm | Purpose Health Van  
604-351-1885  
9am-7:00pm  
Bagged sandwiches, fruit & water and harm reduction supplies  
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604-351-1885  
9am-7:00pm  
Bagged sandwiches, fruit & water and harm reduction supplies  
*Hot Meal (veg)*  
4:30pm-5:30pm |
| | Purpose Health Van  
604-351-1885  
8:30am-1:00am  
Bagged sandwiches, fruit & water and harm reduction supplies | Purpose Health Van  
604-351-1885  
8:30am-1:00am  
Bagged sandwiches, fruit & water and harm reduction supplies  
*Hot Meal (veg)*  
4:30pm-5:30pm | Purpose Health Van  
604-351-1885  
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Bagged sandwiches, fruit & water and harm reduction supplies  
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4:30pm-5:30pm |
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604-351-1885  
3:00pm-11:00pm  
Bagged sandwiches, fruit & water and harm reduction supplies  
*Hot Meal (veg)*  
4:30pm-5:30pm | Purpose Health Van  
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*Hot Meal (veg)*  
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*Hot Meal (veg)*  
4:30pm-5:30pm | Purpose Health Van  
604-351-1885  
3:00pm-11:00pm  
Bagged sandwiches, fruit & water and harm reduction supplies  
*Hot Meal (veg)*  
4:30pm-5:30pm |
| **Grocery & Food Hamper Delivery** | Muslim Food Bank  
604-464-6750 (Arabic & English)  
Register Online [www.muslimfoodbank.com](http://www.muslimfoodbank.com)  
Must be Muslim and 65 years + or living with a disability | | | |
Attachment 5

*Survival Resource Guide*
SURVIVAL RESOURCES GUIDE

Emergency Service Numbers

In an Emergency, call 9-1-1

New Westminster Police Service, Victim Services Unit

Provides crisis and trauma response, emotional support and referral services.

Crisis Intervention and Suicide Prevention Distress Line

Confidential and non-judgemental.

24 hours a day, 7 days a week

Metro Vancouver: 604-872-3311
BC: 1-800-SUICIDE (1-800-784-2433)

Laundry, Showers and Bathrooms

Bathrooms

Portable toilets with sanitation stations are located at:
777 Columbia Street, near Anvil Centre
810 Quayside Drive, near Paddlewheeler Pub
Belmont and 6th Street, near Tim Hortons
Columbia and 6th Street, near Police Station
Sapperton Plaza, near Starbucks
Tipperary Park, near City Hall

Maida Duncan Women’s Drop-In Centre

Lower level, 402 East Columbia St 604-520-1166

Showers, laundry, donations, food.

Sunday 10 am-5 pm
Monday 12 pm-6 pm
Tuesday 12 pm-5 pm
Wednesday 10 am-7 pm or 12 pm-7 pm
Thursday 12 pm-6 pm
Friday 12 pm-3 pm
Saturday 10 am-3 pm
Purpose Society
40 Begbie St 604-526-2522
The front office is open for information and harm reduction supplies
*Monday to Friday, 8:30 am – 5 pm*

Stride Program
Case management, laundry and showers are available to Stride clients by appointment.

Health Van
604-351-1885
The health van provides harm reduction supplies and bagged sandwiches, fruit, and water during the hours listed below:

<table>
<thead>
<tr>
<th>Day</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday</td>
<td>9 am - 7 pm</td>
</tr>
<tr>
<td>Tuesday</td>
<td>8:30 am - 1 am</td>
</tr>
<tr>
<td>Wednesday</td>
<td>9 am - 7 pm</td>
</tr>
<tr>
<td>Thursday</td>
<td>8:30 am - 1 am</td>
</tr>
<tr>
<td>Friday</td>
<td>8:30 am - 1 am</td>
</tr>
<tr>
<td>Saturday</td>
<td>3pm - 11 pm</td>
</tr>
<tr>
<td>Sunday</td>
<td>3pm - 11 pm</td>
</tr>
</tbody>
</table>

Water Fountains
*Water fountains are located at:*
Columbia and 8th Street, Hyack Park
Westminster Pier Park, 4th Street near the concession

Outreach & Health Services

Union Gospel Mission New Westminster
658 Clarkson Street
Outreach services
*Monday to Friday, until 3 pm*
WINGS Outreach Team
604-521-1888
Relocation and multicultural support for women and children fleeing domestic abuse.

Russell Housing Centre – Outreach
740 Carnarvon Street
604-529-9126 extension 105 and 106
Sunday – Thursday 7:00 am – 5:30 pm
Friday – Saturday 9:30 am – 5:30 pm

New Westminster Mental Health Centre –
2nd floor, 403 Sixth St 604-777-6800
Services for adults (+19) who have acute and/or persistent mental health conditions. Services include assessment, individual and group treatment, care coordination, rehabilitation services, family & peer support, residential care, and referral/bridging to other community services.
Monday - Friday 8:30 am - 4:30 pm

Fraser Health Crisis Line – 24 hours a day – everyday
604-951-8855 or Toll-free 1-877-820-7444

Purpose Youth Clinic
40 Begbie Street, 604-526-2522
Provides the following services to youth 21 years or under:
- Access of free medical care
- birth control education & provision
- pregnancy testing + decision making
- STI information, examinations + treatment; and
- HIV education + testing.
No appointments necessary.
Tuesdays 3 – 6 pm and Thursdays 4 – 7 pm

Royal Columbian Hospital
350 East Columbia Street, 604-520-4253
Shelter & Housing

Shelter and Street Help Line – call 2-1-1
Designed to assist people who are affected by homelessness.
24 hours a day, 7 days a week

Covenant House (Vancouver)
604-685-7474
Helps youth aged 16 to 24 who have fled physical, emotional and/or sexual abuse; those who have been forced from their homes; and those who have aged out of foster care.

Elizabeth Fry Society
Gurney’s Place Shelter (New Westminster)
Twelve units of emergency shelter for women and children 604-524-0710
Pathways (New Westminster)
Nine units of second stage (18 months) housing for women. 604-540-1985
Sheena’s House (North Surrey)
For women and children. 604-581-1538
Cynthia’s Place (North Surry)
For single women 604-582-2456

Extreme Weather Response Shelter
Twenty mats for men and women. Operational during extreme weather only, Nov 1 to Mar 31. 606 Clarkson St 604-523-9126, ext. 105

Fraserside Community Services Society Emergency Family Shelter
604-525-3929
Twelve beds for homeless families and single parents.

Physical Distancing Shelter at Cliff Block
606 Clarkson St (at 6th Street)
Sixteen mats, food provisions for breakfast, lunch, dinner
Open 24/7. Call 604-523-9126 ext. 105 for information on availability of spaces.

Lookout Housing and Health Society Emergency Shelter
740 Carnarvon St  604-523-9126
Russell Housing Centre
Sixteen beds for homeless men.
Updated May 6, 2020

**Maria Keary Cottage**  
305 Carnarvon St 604-636-3590  
Seventeen beds. At capacity.

**Monarch Place Transition House**  
604-521-1888  
Twelve bed emergency shelter for women and children fleeing domestic abuse.

**Salvation Army Stevenson House**  
32 Elliot St 604-526-4783  
Fourteen bed emergency shelter for men. At capacity.

**Servant Anonymous Society (Surrey)**  
604-590-2304  
Operates residential programs for sexually exploited women and youth.

**Government Services**

**BC 211**  
Provides information on community, social or government services. Free, confidential and multilingual.  
24 hours a day, 7 days a week 2-1-1

**Ministry of Social Development and Poverty Reduction**  
202-1015 Columbia St, 1-866-866-0800  
Provides income assistance, disability assistance, and referral to employment services for individuals who are unemployed, underemployed, awaiting other income, or unable to work. **Monday to Friday, 9 am – 12 pm and 1 pm – 4 pm**

**Service Canada Centre**  
201 - 620 Royal Ave  
Identification and Social Insurance Number  
**Office closed. Call 1-800-622-6232 for information.**  
Burnaby and Surrey offices are operating in limited capacity and are offering BC Service Card and BC eID.
Attachment 6

Resource Request Form
<table>
<thead>
<tr>
<th>Organization</th>
<th>Key Contact</th>
<th>Request</th>
<th>Status of Request</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example</td>
<td>AAA</td>
<td>Liquid soap to fill our shower dispensers</td>
<td>YES</td>
</tr>
<tr>
<td></td>
<td>Example9One.ca</td>
<td>As much as possible</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Shampoo and body wash</td>
<td></td>
</tr>
</tbody>
</table>

We have had a significant increase in the amount of showers that we have been providing. We are low on our stored resources.
Recommends the following resolutions, approved at the March 23, 2020, Special Regular Council meeting:

- "THAT Council direct staff to bring only essential reports to Council during the period of the COVID-19 Pandemic."
- "THAT Council suspend the submission of Notices of Motion and Motions on Notice during the period of the COVID-19 Pandemic;"

That Council direct staff to restrict access to the public to Council Chamber and permit only necessary staff during open meetings while Ministerial Order M139 is in effect, in order to protect Council, the public, and staff from the continued COVID-19 threat to public health and safety.

That Council direct staff to convene Council Advisory Committee and Board of Variance meetings electronically on an as-needed basis, when required by the Council and needed by staff, during the period of the COVID-19 Pandemic.

That Council direct staff to convene Task Force Meetings on an as-needed basis, subject to staff availability and agenda items.
THAT Council approve the revised process for the consideration of Development Variance Permits (DVP) and Temporary Use Permits (TUP), to ensure physical distancing requirements in response to the COVID-19 pandemic, as follows:

- Notice for DVPs and TUPs continue to be provided as per City practice and legislative requirement;
- Feedback on DVP and TUP applications be required to be provided to the City by email, or mail;
- Council receive that feedback prior to consideration of a motion to issue a DVP or TUP; and
- An opportunity to be heard not be required;

THAT Council cancel the following previously-approved 2020 Council meetings:

- May 25 – Open Workshop, Closed, Regular and Public Hearing;
- June 1 – Closed and Regular
- June 22 – Open Workshop, Closed and Regular
- July 13 – Closed and Regular
- August 31 – Closed and Regular

THAT Council approve the following meeting schedule for May to August 2020:

<table>
<thead>
<tr>
<th>Date</th>
<th>Type</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 25</td>
<td>Regular</td>
<td>2:00 p.m.</td>
</tr>
<tr>
<td></td>
<td>Closed</td>
<td>Immediately following the regular meeting</td>
</tr>
<tr>
<td>June 1</td>
<td>Regular</td>
<td>2:00 p.m.</td>
</tr>
<tr>
<td></td>
<td>Closed</td>
<td>Immediately following the regular meeting</td>
</tr>
<tr>
<td>June 22</td>
<td>Regular</td>
<td>2:00 p.m.</td>
</tr>
<tr>
<td></td>
<td>Closed</td>
<td>Immediately following the regular meeting</td>
</tr>
<tr>
<td></td>
<td>Public Hearing/ Opportunity to be heard</td>
<td>6:00 p.m.</td>
</tr>
<tr>
<td>July 13</td>
<td>Regular</td>
<td>2:00 p.m.</td>
</tr>
<tr>
<td></td>
<td>Closed</td>
<td>Immediately following the regular meeting</td>
</tr>
<tr>
<td>August 31</td>
<td>Regular</td>
<td>2:00 p.m.</td>
</tr>
<tr>
<td></td>
<td>Closed</td>
<td>Immediately following the regular meeting</td>
</tr>
<tr>
<td></td>
<td>Public Hearing/ Opportunity to be heard *</td>
<td>6:00 p.m.</td>
</tr>
</tbody>
</table>

* will be cancelled if not required
THAT if Ministerial Order M139 is repealed prior to September, the meetings set out above will take place as scheduled, with electronic public participation for Public Hearings, except that the Council Chamber will be opened to the allow the public to attend in person, pursuant to any Public Health orders.

THAT Council members place holds in their calendars for the following dates and times, to convene Council if necessary to deal with emergent issues:

- July 27, 2020, 2 p.m.
- August 10, 2020, 2 p.m.

PURPOSE

The purpose of this report is to return to Council with the motions approved on March 23, 2020, for further consideration, provide Council information on restarting the public hearing process, and obtain Council direction and consent to convene Council Advisory Committee and Board meetings including the Board of Variance electronically throughout the period of the COVID-19 pandemic. Committees related to the development process are not included, since Council provided direction on April 27, 2020.

The report also recommends steps to move forward in bringing more routine business to Council while closures are still in place and begin to be removed, and gathering restrictions and social distancing remain. This phase is referred to as “the new normal” throughout this report.

BACKGROUND

On March 23, 2020, Council approved the resolution set out in Attachment 1 and asked staff to return to Council in a month for the resolution to be reconsidered. Each of these clauses are discussed in this report.

On March 26, 2020, the Minister of Public Safety and Solicitor General issued Ministerial Order M083, which relaxed the rules for holding Council meetings. These rules also apply to select (advisory) committees and the Board of Variance.

On April 24, 2020 Council endorsed an interim development review process which supports public engagement and meets physical distancing requirements in response to COVID-19 and directed staff to report back with further information on Public Hearings with the following motions:

THAT Council endorse the Interim Development Review process included in Attachment 1 of the April 27, 2020, report entitled "Covid-19: Interim Development
Review Process”, and direct staff to review development applications in accordance with the Interim Development Review Process until directed otherwise;

THAT Council continue to suspend Public Hearings until May 11, 2020, and direct staff to report back on or prior to that date regarding an approach to holding any Public Hearings that are not waived by Council, which will serve to adequately meet COVID-19 physical distancing protocols.

THAT the Statement of Significance (SOS) and restoration plans will be presented to the Community Heritage Commission for applications which modify existing heritage buildings, or which propose heritage protection.


On May 1, 2020, the Province issued Ministerial Order No. M139 (Attachment 2), repealing the previous Ministerial Order No. M083. The new order allows for:

- Council and other bodies appointed under section 93 of the Community Charter to hold fully electronic meetings and does not require public attendance;
- Electronic Public Hearings to be held.

On April 20, 2020, Council approved the following motion related to Order M083:

THAT Council direct staff to restrict access to the public to Council Chamber and permit only necessary staff during open meetings while Ministerial order M083 is in effect, in order to protect Council, the public, and staff from the continued COVID-19 threat to public health and safety.

As M083 is now repealed and Council must reaffirm to have electronic regular meetings, as follows:

THAT Council direct staff to restrict access to the public to Council Chamber and permit only necessary staff during open meetings while Ministerial Order M139 is in effect, in order to protect Council, the public, and staff from the continued COVID-19 threat to public health and safety.

On March 23, 2020, Council temporarily cancelled Public Hearings and Committee meetings, and directed staff to advise applicants that public engagement be suspended.

ANALYSIS / DISCUSSION
In the initial phase of the pandemic, many of the City's actions were reactive in nature. As we progress to a second phase of the crisis where new priorities have been determined and society transitions to the “new normal”, there is a need to bring routine business before Council.

**Reports Considered By Council**

In the March 23, 2020 motion, Clause 6 reads as follows:

> THAT Council direct staff to bring only essential reports to Council during the period of the COVID-19 Pandemic.

While useful in the initial phase of the pandemic, it is not necessarily useful in the new normal. In the new normal, staff recommend bringing reports to Council that deal with ongoing City business that has been deemed essential. Staff still expect there to be a reduced number of reports being presented to Council given the reassignment of staff to COVID-19 Pandemic work.

Staff recommend that the March 23, 2020, resolution above be rescinded in order to enable staff to bring forward reports to Council that deal with City business that has been deemed essential.

**Advisory Committees and Board of Variance**

**Advisory Committees**

Due to Public Health Orders all City advisory committees were paused until the end of April in response to the pandemic. On April 27, 2020, Council directed staff to restart the committees related to development to facilitate critical projects and provide economic stimulus. Given the change in the nature of the City’s tasks currently, and the redeployment of staff, Legislative Services staff recommend that Council allow for electronic meetings of the advisory committees on an as needed basis as directed by Council or staff needs. Legislative Services will reach out to staff who support committees to determine the need for, and the date and time of the meeting. As much as possible, meetings will take place at the same time set out in the original meeting schedule set earlier this year. Members would be able to participate by video or only by phone, and the meeting will be livestreamed on the City's website in the same way as Council meetings.

**Board of Variance**

The Board of Variance is normally scheduled to meet once a month, however if there are no applications to the Board, the meeting is cancelled. So far in 2020, no applications have been received.
Applications to the Board of Variance are often by small builders who often need to expedite their construction. Staff are recommending that the Board of Variance be convened on an as-needed basis (i.e. – when applications are received) to assist these small builders. These meetings will be convened under M139 and held virtually with submissions being electronic to all parties and livestreamed on the City’s website.

Although advisory committee and Board of Variance meetings will webcast on the live stream, an archive of the meeting will not be kept.

Staff propose to revisit this decision with Council at the end of August to consider the fall committee schedule. At that time staff will also seek direction on recruitment.

Staff recommend that Council Advisory Committees and the Board of Variance meet electronically when required by Council and as needed by staff.

**Proclamations**

The March 23 motion also contained the following:

*THAT Council suspend the hearing of Open Delegations, public presentations and presentation of Proclamations for the duration of the COVID-19 pandemic;*

If Council agrees to rescind the motion restricting agenda items to emergent issues then staff propose placing proclamations on the consent agenda and mailing them to the organization who requested it. There would be no opportunity for organizations to address Council on their proclamation. The City Clerk could also include them in the slide show provided to the public during the meeting. This practice would remain in place until Ministerial Order 139 is lifted.

At this point in time, staff suggest continuing with the suspension of Open Delegations and public presentations. Members of the public who wish to contact Council can continue to do so through email. Legislative Services staff will continue to ensure that the emails received in the Clerk's inbox are forwarded to Council and staff for response and action where required.

Two of the clauses from the March 23 motion are no longer in force.

*THAT Council direct staff to ensure that Council meetings comply with Provincial health authority declaration but widely advertising electronic participation and limiting the number of individuals within the Council chamber based on social distancing rules.*
This clause has been superseded by Ministerial Order M193 (Attachment 2).

As well, the final clause of the March 23 motion had Council declare an emergency under section 20(2) of the Community Charter. This clause is also no longer in force because the changes to the Procedure By-law were adopted on April 3, 2020.

**Notices of Motion**

The March 23, 2020 motion suspended the submission of Notices of Motion and Motions on Notice during the period of the COVID-19 pandemic:

> THAT Council suspend the submission of Notices of Motion and Motions on Notice during the period of the COVID-19 pandemic;

In the new normal, staff recommend that Councillors submit only essential notices of motion be considered by Council. The applicability of notices of motion to the agenda will be determined by the Mayor, on a case by case basis to ensure they are related to emergent issues. Enhancements or changes to staff recommendations in reports can always be added by Council members when the report is being considered at a Council meeting.

Staff recommend that the above-noted resolution from March 23, 2020, be rescinded.

**Remaining Resolutions from March 23, 2020**

At the April 27, 2020, meeting, Council dealt with Clauses 4 and 5 of the March 23 motion:

> THAT Council direct staff to cancel the March 30, 2020 Public Hearings, Opportunity to be Heard, all Advisory Planning Commission, Community Heritage Commission, Land Use Planning Committee, and New West Design Panel meetings, and all future public hearings during the period of the COVID-19 Pandemic.

> THAT Council direct staff to advise development applicants that they should suspend their applicant-led public open houses and Residents Association presentations during the period of the COVID-19 Pandemic.

On April 27, Council provided direction to staff regarding convening planning-related committees and postponed all Public Hearings until May 11. Council also directed staff to work with developers to use innovative ways to conduct public engagement related to their projects.

On May 1, 2020, the Province issued Ministerial Order No. 139, which extended the provisions of M083 to Public Hearings. No further action is required.
**Task Forces**

In 2019, Council created six task forces based on the City's Strategic Priorities. They were designed as a key feature to move City business forward. Since the response to COVID-19, the task forces have not met. To start bringing more regular business before Council, staff recommend the following:

> THAT Council direct staff to convene Task Force Meetings on an as-needed basis, subject to staff availability and agenda items.

This will allow task forces which have business and staff to meet, and advance the Strategic Priorities of the City.

**Public Hearings**

Ministerial Order No. 139 provides for the possibility of wholly electronically Public Hearings. This means:

- Council, staff and members of the public may participate by means of electronic or other communication facilities (part 15(1) of M193)
- The notice requirement for an electronic public hearing requires:
  - Instructions for how to participate in the public hearing by means of electronic or other communication facilities (15(2)(a))
  - Any material related to the public hearing may be made available online or through other electronic or other communications facilities (15(2)(b)).

Staff are suggesting the use of the Zoom webinar augmented by a dial in option to allow staff, Council and the public to participate in a Public Hearing. The webinar system allows participation by computer, tablet or smartphone app. Staff will work with IT to develop a phone in option to allow a wide base of public participation.

Instructions on how to participate by computer, tablet and phone will be published in the notices published in the paper, online, and letters sent out through standard neighbourhood distribution for Public Hearings.

If there are significant technological difficulties resulting in Council not being able to hear, or see the proceedings, the Public Hearing will be rescheduled.

There are three applications which were referred to a Public Hearing prior to the Provincial Declaration of State of Emergency ready for a Public Hearing. Subsequently, Council cancelled the public hearing for these applications. Given that there is a short amount of time to meet the requirements of M139, staff are recommending Council resume the scheduled
Public Hearing dates at the end of June 2020, with a change to the time so that the Public Hearings would start at 6:00 p.m.

The materials related to public hearings have always been published on the City website. Staff have also always provided a paper copy of the application documents in Development Services, for the public to view; M139 removes this requirement. If members of the public require paper copies of the first and second reading report, staff will arrange paper copies for pickup at City Hall by appointment.

Where an opportunity to be heard is legally required and persons have to be permitted to speak, for example changes to the business licensing regulations. These proceedings will be conducted using the same procedures developed for public hearings.

**Proposed Revisions for Planning Permits**

The interim development review process endorsed by Council on April 27, 2020 which was largely focused on the review of larger applications which require typically rezonings, Heritage revitalization Agreements and/or Official Community Plan amendments. Development Services also regularly reviews other smaller applications for which are not subject to the same level of review as larger applications. Often these application types are used in circumstances where existing or new businesses are seeking flexibility from regulations to modify or establish their operations.

In order to advance these smaller applications, especially those involving businesses seeking operational flexibility, during the COVID-19 pandemic while maintaining physical distancing protocols, staff recommends revisions to standard City practice for review of these applications.

Provincial legislation requires that notice of Council consideration of permits such as Development Variance Permits (DVP) or Temporary Use Permits (TUP) be provided within a local newspaper and in the case of a TUP also by mail to nearby owners and occupants. Once notice is provided, Council is able to consider a motion to issue the permit and there is no requirement for Council to receive feedback regarding the permits, physically, by mail or otherwise.

The City’s practice for engagement around Development Variance Permits (DVP) and Temporary Use Permit (TUP) has been to provide notice, as legislatively required, and also to provide opportunities for both written feedback (email and letters) and in person feedback (at an Opportunity to be Heard (OH) which functions much like a Public Hearing).

In order to continue to allow consideration of these permits, especially where they might assist in allowing flexibility for business, in a manner which meets physical distancing requirements in response to COVID-19, staff recommends:

Agenda Item 182/2020
• Notice for DVPs and TUPs continue to be provided as per City practice and legislative requirement;
• Feedback on DVP and TUP applications be required to be provided to the City by email, or mail;
• Council receive that feedback prior to consideration of a motion to issue a DVP or TUP; and
• An opportunity to be heard not be required.

**Council Meeting Schedule**

The Council meeting schedule approved for 2020 has effectively been suspended since the declaration of state of emergency. Council meetings are taking place as Special Meetings on a weekly basis.

Because the most reactive time of the COVID-19 Pandemic response is coming to an end, and the City is entering a new normal, staff are recommending returning to more regularly scheduled meetings.

Previously-approved 2020 meetings must be cancelled prior to setting a new schedule. Staff recommend cancelling all existing meetings until September 2020, plus approving the revised schedule set out below:

**THAT Council cancel the following previously-approved 2020 Council meetings:**

- May 25 – Open Workshop, Closed, Regular and Public Hearing;
- June 1 – Closed and Regular
- June 22 – Open Workshop, Closed and Regular
- July 13 – Closed and Regular
- August 31 – Closed and Regular

**THAT Council approve the following meeting schedule for May to August 2020:**

<table>
<thead>
<tr>
<th>Date</th>
<th>Type</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 25</td>
<td>Regular</td>
<td>2:00 p.m.</td>
</tr>
<tr>
<td></td>
<td>Closed</td>
<td>Immediately following the regular meeting</td>
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<td>June 1</td>
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<tr>
<td></td>
<td>Public Hearing/ Opportunity to be heard</td>
<td>6:00 p.m.</td>
</tr>
</tbody>
</table>
Date | Type | Time
---|---|---
July 13 | Regular | 2:00 p.m.  
Closed | | Immediately following the regular meeting
August 31 | Regular | 2:00 p.m.  
Closed | | Immediately following the regular meeting
Public Hearing/ Opportunity to be heard * | | 6:00 p.m.

* will be cancelled if not required

THAT if Ministerial Order M139 is repealed prior to September, the meetings set out above will take place as scheduled, with electronic public participation for Public Hearings, except that the Council Chamber will be opened to the allow the public to attend in person, pursuant to any Public Health orders.

It should be noted that M139 is only in effect while the Provincial State of emergency is in place. The Province has indicated in writing to the City that they will provide a transition period following the State of Emergency to allow local governments to transition back to regular procedures particularly around public hearing procedures. Out of an abundance of caution and to enable the City to continue meetings, staff recommend an additional motion to continue with the proposed meetings set out above.

In order to deal with any emergent and urgent issues related to the COVID-19 pandemic, staff are requesting that Council members place holds in their calendars so that Council can be convened if necessary. The following is recommended:

THAT Council members place holds in their calendars for the following dates and times, to convene Council if necessary to deal with emergent issues:

- July 27, 2020, 2 p.m.
- August 10, 2020, 2 p.m.

FINANCIAL IMPLICATIONS

The work envisioned in this report would require a small nominal cost for licensing of technology.

INTERDEPARTMENTAL LIAISON

The Manager of Legal Services, and Planning and Development Services were consulted in writing this report.
OPTIONS

1. THAT Council rescind the following resolutions, approved at the March 23, 2020, Special Regular Council meeting:

   “THAT Council direct staff to bring only essential reports to Council during the period of the COVID-19 Pandemic.”

   “THAT Council suspend the submission of Notices of Motion and Motions on Notice during the period of the COVID-19 Pandemic”;

2. THAT Council direct staff to restrict access to the public to Council Chamber and permit only necessary staff during open meetings while Ministerial Order M139 is in effect, in order to protect Council, the public, and staff from the continued COVID-19 threat to public health and safety.

3. THAT Council direct staff to convene Council Advisory Committee and Board of Variance meetings electronically on an as-needed basis, when required by the Council and needed by staff, during the period of the COVID-19 Pandemic.

4. THAT Council direct staff to convene Task Force Meetings on an as-needed basis, subject to staff availability and agenda items.

5. THAT Council approve the revised process for the consideration of Development Variance Permits (DVP) and Temporary Use Permits (TUP), to ensure physical distancing requirements in response to the COVID-19 pandemic, as follows:

   - Notice for DVPs and TUPs continue to be provided as per City practice and legislative requirement;
   - Feedback on DVP and TUP applications be required to be provided to the City by email, or mail;
   - Council receive that feedback prior to consideration of a motion to issue a DVP or TUP; and
   - An opportunity to be heard not be required;

6. THAT Council cancel the following previously-approved 2020 Council meetings:

   - May 25 – Open Workshop, Closed, Regular and Public Hearing;
   - June 1 – Closed and Regular
   - June 22 – Open Workshop, Closed and Regular
   - July 13 – Closed and Regular
   - August 31 – Closed and Regular
7. THAT Council approve the following meeting schedule for May to August 2020:

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* will be cancelled if not required

8. THAT if Ministerial Order M139 is repealed prior to September, the meetings set out above will take place as scheduled, with electronic public participation for Public Hearings, except that the Council Chamber will be opened to the allow the public to attend in person, pursuant to any Public Health orders.

9. THAT Council members place holds in their calendars for the following dates and times, to convene Council if necessary to deal with emergent issues:

- July 27, 2020, 2 p.m.
- August 10, 2020, 2 p.m.

10. THAT Council provide staff with alternative direction.

Staff recommend Options 1 to 9.

**CONCLUSION**

Approval of the recommendations in this report will assist the City in supporting its residents during the next phase of the COVID-19 Pandemic.
ATTACHMENTS

Attachment 1 - Minutes Extract - Special Regular Council Meeting March 23, 2020
Attachment 2 - Ministerial Order No. M139

This report has been prepared by
Nicole Ludwig, Assistant City clerk

This report was reviewed by:

Approved for Presentation to Council

Jacque Killawee
City Clerk

Lisa Spitale
Chief Administrative Officer

Agenda Item 182/2020
Attachment 1

Minutes Extract

Special Regular Council Meeting

March 23, 2020
3. Changes to Council Meetings During the period of the COVID-19 Pandemic

Jacque Killawee, City Clerk, provided notice of a correction to the recommendation. In response to Council questions, Ms. Killawee, along with Chief Tim Armstrong, Fire and Rescue Services and Jackie Teed, Acting Director of Development Services, provided the following information:

- The City is legally required to provide public access to Council meetings;
- Strongly emphasized that there be no public hearings, opportunities to be heard, or notices of motion as these are the items that tend to draw crowds;
- Public attendance will be limited to 10 people, plus staff and Council in chamber in order to comply with the Chief Medical Health Officer's requirement that public gatherings be limited to 50 people;
- New Westminster has a very engaged population and in the interests of public health, it would be best to limit the items Council deals with during the period of the pandemic so as not to endanger the public;
- All planning permit applications that require Council consideration and public consultation will be suspended and staff will be recommending to applicants to suspend public open houses and presentations to Residents' Associations; and
- Inspection staff will be monitoring construction sites to ensure they are operating under provincial regulations.

In response to some of the concerns raised by Council, Mayor Cote and Lisa Spitale Chief Administrative Officer, provided the following information:

- A weekly Council meeting schedule is being contemplated for the period of the pandemic;
- If a Council member has an issue that is immediately important and urgent, that member should talk to the Mayor and Chief Administrative Officer; the proposed rules are not intended to restrict urgent matters;
- The mayors have issued requests to the Province to change some of the procedural rules in the Community Charter;
- These are here and now recommendations and there is no reason they cannot be revisited as the situation evolves; and,
- The reports being considered today are to help deal with the immediate crisis of the pandemic and provide clear guidance to staff on what needs to be done.
Council members noted that they would be more comfortable if option 1 were time-limited, and expressed concern with option 3, noting it had already been dealt with as a motion on notice, and no more speakers would be heard.

Council requested option 3 be considered separately for the vote.

MOVED and SECONDED

THAT Council suspend the hearing of Open Delegations, public presentations and presentation of Proclamations for the duration of the COVID-19 pandemic; and

THAT Council suspend the submission of Notices of Motion and Motions on Notice during the period of the COVID-19 pandemic; and

THAT Council direct staff to cancel the March 30, 2020 Public Hearings Opportunity to be Heard, all Advisory Planning Commission, Community Heritage Commission, Land Use Planning Committee, and New West Design Panel meetings, and all future public hearings during the period of the COVID-19 Pandemic; and

THAT Council direct staff to advise development applicants that they should suspend their applicant-led public open houses and Residents Association presentations during the period of the COVID-19 Pandemic; and

THAT Council direct staff to bring only essential reports to Council during the period of the COVID-19 pandemic; and

THAT Council direct staff to ensure that Council meetings comply with Provincial health authority declarations, by widely advertising electronic participation and limiting the number of individuals within the Council chamber based on social distancing rules.

THAT Council hereby declares an emergency under section 20(2) of the Community Charter related to the City of New Westminster’s inability to hold Council meetings under its regular process and to provide for alternate meeting procedures associated to this emergency, as follows:

Notwithstanding The City of New Westminster’s Procedure Bylaw 6910, 2004

IT IS RESOLVED if deemed necessary to meet only for the purposes of this emergency any meeting may be held by means of electronic or other communication facilities.
Any member of the council may, in addition to physically attending, participate in a meeting by means of electronic or other communication facilities and

That quorum of the special meeting will be achieved if four members of Council participate in person or electronically in the meeting and

Meetings may be held with such notice, if any, as the Mayor considers appropriate and that notice of the meetings will be provided electronically on the City of New Westminster’s website and via email to Councillors.

And that these emergency meeting procedures expire on the adoption of the Procedure Bylaw Amendment No. 8191, 2020.

THAT these decisions be reviewed on a monthly basis.

CARRIED.
Attachment 2

Ministerial Order No. M139
WHEREAS a declaration of a state of emergency throughout the whole of the Province of British Columbia was declared on March 18, 2020;

AND WHEREAS local governments, including the City of Vancouver, and related bodies must be able to conduct their business in accordance with public health advisories to reduce the threat of COVID-19 to the health and safety of members and employees of local government and related bodies and members of the public;

AND WHEREAS it is recognized that public participation in local governance is an essential part of a free and democratic society and is important to local governments’ purpose of providing good government to communities;

AND WHEREAS the threat of COVID-19 to the health and safety of people has resulted in the requirement that local governments and related bodies implement necessary limitations on this public participation;

AND WHEREAS section 10 (1) of the Emergency Program Act provides that I may do all acts and implement all procedures that I consider necessary to prevent, respond to or alleviate the effects of any emergency or disaster;

I, Mike Farnworth, Minister of Public Safety and Solicitor General, order that

(a) the Local Government Meetings and Bylaw Process (COVID-19) Order made by MO 83/2020 is repealed, and

(b) the attached Local Government Meetings and Bylaw Process (COVID-19) Order No. 2 is made.
LOCAL GOVERNMENT MEETINGS AND BYLAW PROCESS  
(COVID-19) ORDER NO. 2

Division 1 – General

Definitions

1 In this order:

“board” has the same meaning as in the Schedule of the Local Government Act;
“council” has the same meaning as in the Schedule of the Community Charter;
“improvement district” has the same meaning as in the Schedule of the Local Government Act;
“local trust committee” has the same meaning as in section 1 of the Islands Trust Act;
“municipality” has the same meaning as in the Schedule of the Community Charter;
“municipality procedure bylaw” has the same meaning as “procedure bylaw” in the Schedule of the Community Charter;
“regional district” has the same meaning as in the Schedule of the Local Government Act;
“regional district procedure bylaw” means a procedure bylaw under section 225 of the Local Government Act;
“trust body” means
(a) the trust council,
(b) the executive committee,
(c) a local trust committee, or
(d) the Islands Trust Conservancy,
as defined in the Islands Trust Act;
“Vancouver council” has the same meaning as “Council” in section 2 of the Vancouver Charter;

Application

2 (1) This order only applies during the period that the declaration of a state of emergency made March 18, 2020 under section 9 (1) of the Emergency Program Act and any extension of the duration of that declaration is in effect.

(2) This order replaces the Local Government Meetings and Bylaw Process (COVID-19) Order made by MO 83/2020.
Division 2 – Open Meetings

Open meetings – municipalities

3 (1) A council, or a body referred to in section 93 [application of rule to other bodies] of the Community Charter, is not required to allow members of the public to attend an open meeting of the council or body.

(2) For the purposes of Division 3 [Open Meetings] of Part 4 [Public Participation and Council Accountability] of the Community Charter, if a council or a body does not allow members of the public to attend an open meeting under subsection (1) of this section, the open meeting is not to be considered closed to the public.

(3) This section applies despite
(a) Division 3 [Open Meetings] of Part 4 [Public Participation and Council Accountability] of the Community Charter, and
(b) any applicable requirements in a municipality procedure bylaw of a council.

Open meetings – regional districts

4 (1) A board, a board committee established under section 218 [appointment of select and standing committees] of the Local Government Act, or a body referred to in section 93 [application of rule to other bodies] of the Community Charter as that section applies under section 226 [board proceedings: application of Community Charter] of the Local Government Act, is not required to allow members of the public to attend an open meeting of the board, committee or body.

(2) For the purposes of Division 3 [Open Meetings] of Part 4 [Public Participation and Council Accountability] of the Community Charter as that Division applies to a regional district under section 226 of the Local Government Act, if a board, a board committee or a body does not allow members of the public to attend an open meeting under subsection (1) of this section, the open meeting is not to be considered closed to the public.

(3) This section applies despite
(a) Division 3 [Open Meetings] of Part 4 [Public Participation and Council Accountability] of the Community Charter,
(b) section 226 [board proceedings: application of Community Charter] of the Local Government Act, and
(c) any applicable requirements in a regional district procedure bylaw of a board.

Open meetings – Vancouver

5 (1) The Vancouver council, or a body referred to in section 165.7 [application to other city bodies] of the Vancouver Charter, is not required to allow members of the public to attend an open meeting of the council or body.

(2) For the purposes of section 165.1 [general rule that meetings must be open to the public] of the Vancouver Charter, if the Vancouver council or a body does not allow members of the public to attend an open meeting under subsection (1) of this section, the open meeting is not to be considered closed to the public.

(3) This section applies despite
(a) section 165.1 of the *Vancouver Charter*, and
(b) any applicable provision in the Vancouver procedure bylaw.

Open meetings – trust bodies

6  (1) A trust body, or a board of variance established by a local trust committee under section 29 (1) [*land use and subdivision regulation*] of the *Islands Trust Act*, is not required to allow members of the public to attend an open meeting of the trust body or board of variance.

(2) For the purposes of section 11 [*procedures to be followed by local trust committees*] of the *Islands Trust Act*, if a trust body or board of variance does not allow members of the public to attend an open meeting under subsection (1) of this section, the open meeting is not to be considered closed to the public.

(3) This section applies despite
(a) section 11 [*application of Community Charter and Local Government Act to trust bodies*] of the Islands Trust Regulation, B.C. Reg. 119/90, and
(b) any applicable requirements in a procedure bylaw of a trust body.

Division 3 – Electronic Meetings

Electronic meetings – municipalities

7  (1) A council, or a body referred to in section 93 [*application of rule to other bodies*] of the *Community Charter*, may conduct all or part of a meeting of the council or body by means of electronic or other communication facilities.

(2) A member of a council or body who participates in a meeting by means of electronic or other communication facilities under this section is deemed to be present at the meeting.

(3) Section 128 (2) (c) and (d) [*electronic meetings and participation by members*] of the *Community Charter* does not apply in respect of a meeting conducted by means of electronic or other communication facilities under this section.

(4) This section applies despite
(a) section 128 of the *Community Charter*, and
(b) any applicable requirements in a municipality procedure bylaw of a council.

Electronic meetings – regional districts

8  (1) A board, a board committee established under section 218 [*appointment of select and standing committees*] of the *Local Government Act*, or a body referred to in section 93 [*application of rule to other bodies*] of the *Community Charter* as that section applies under section 226 [*board proceedings: application of Community Charter*] of the *Local Government Act*, may conduct all or part of a meeting of the board or committee by means of electronic or other communication facilities.

(2) A member of a board, board committee or body who participates in a meeting by means of electronic or other communication facilities under this section is deemed to be present at the meeting.

(3) Section 2 (2) (d) and (e) [*electronic meetings authorized*] of the Regional District Electronic Meetings Regulation, B.C. Reg. 271/2005, does not apply in respect
of a meeting conducted by means of electronic or other communication facilities under this section.

(4) This section applies despite

(a) section 221 [electronic meetings and participation by members] of the Local Government Act,
(b) the Regional District Electronic Meetings Regulation, B.C. Reg. 271/2005, and
(c) any applicable requirements in a regional district procedure bylaw of a board.

Electronic meetings – Vancouver

9 (1) The Vancouver council, or a body referred to in section 165.7 [application to other city bodies] of the Vancouver Charter, may conduct all or part of a meeting of the council or body by means of electronic or other communication facilities.

(2) A member of the Vancouver council or other body who participates in a meeting by means of electronic or other communication facilities under this section is deemed to be present at the meeting.

(3) Section 2 (2) (c) and (d) [electronic meetings authorized] of the City of Vancouver Council Electronic Meetings Regulation does not apply in respect of a meeting conducted by means of electronic or other communication facilities under this section.

(4) This section applies despite

(a) section 164.1 [meeting procedures] of the Vancouver Charter,
(b) the City of Vancouver Council Electronic Meetings Regulation, B.C. Reg. 42/2012, and
(c) any applicable provision in the Vancouver procedure bylaw.

Electronic meetings – improvement districts

10 (1) An improvement district board, or a committee of an improvement district board appointed or established under section 689 [appointment of select and standing committees] of the Local Government Act, may conduct all or part of a meeting of the improvement district board or committee, other than an annual general meeting, by means of electronic or other communication facilities.

(2) A member of an improvement district board or committee of an improvement district board who participates in a meeting by means of electronic or other communication facilities under this section is deemed to be present at the meeting.

(3) This section applies despite

(a) section 686 [meeting procedure – improvement district board] of the Local Government Act, and
(b) any applicable requirements in a procedure bylaw of an improvement district board.
Electronic meetings – trust bodies

11 (1) A trust body, or a board of variance established by a local trust committee under section 29 (1) [land use and subdivision regulation] of the Islands Trust Act, may conduct all or part of a meeting of trust body or board of variance by means of electronic or other communication facilities.

(2) A member of a trust body or board of variance who participates in a meeting by means of electronic or other communication facilities under this section is deemed to be present at the meeting.

(3) This section applies despite

(a) section 2 [electronic meetings authorized] of the Islands Trust Electronic Meetings Regulation, B.C. Reg. 283/2009, and

(b) any applicable requirements in a procedure bylaw of a trust body or applicable to a board of variance.

Division 4 – Timing Requirements

Timing requirement for bylaw passage – municipalities

12 Despite section 135 (3) [requirements for passing bylaws] of the Community Charter, a council may adopt a bylaw on the same day that a bylaw has been given third reading.

Timing requirement for bylaw passage – regional districts

13 Despite section 228 [bylaw adoption at same meeting as third reading] of the Local Government Act, a board may adopt a bylaw described in that section at the same meeting at which the bylaw passes third reading if the motion for adoption receives the majority of the votes cast.

Timing requirement for bylaw passage – trust bodies

14 Despite section 11 [application of Community Charter and Local Government Act to trust bodies] of the Islands Trust Regulation, B.C. Reg. 119/90, a trust body may adopt a bylaw on the same day that a bylaw has been given third reading.

Division 5 – Public Hearings

Public hearings – Local Government Act

15 (1) A public hearing under Part 14 [Planning and Land Use Management] or 15 [Heritage Conservation] of the Local Government Act, including a public hearing under section 29 (1) (b) [land use and subdivision regulation] of the Islands Trust Act, may be conducted by means of electronic or other communication facilities.

(2) For the purposes of providing notice of a public hearing to be conducted under subsection (1),

(a) any notice of the public hearing must include instructions for how to participate in the public hearing by means of electronic or other communication facilities,

(b) any material that is to be made available for public inspection for the purposes of the public hearing may be made available online or otherwise by means of electronic or other communication facilities, and
(c) a reference to the place of a public hearing includes a public hearing that is conducted by means of electronic or other communication facilities.

(3) This section applies to delegated public hearings.

(4) This section applies despite the following provisions:
   (a) section 124 [procedure bylaws] of the Community Charter;
   (b) section 225 [procedure bylaws] of the Local Government Act;
   (c) section 11 [application of Community Charter and Local Government Act to trust bodies] of the Islands Trust Regulation, B.C. Reg. 119/90;
   (d) section 2 [electronic meetings authorized] of the Islands Trust Electronic Meetings Regulation, B.C. Reg. 283/2009;
   (e) any applicable requirements in a procedure bylaw made under the Community Charter, the Local Government Act or the Islands Trust Act.

Public hearings – Vancouver Charter

16  (1) A public hearing under Division 2 [Planning and Development] of Part 27 [Planning and Development] of the Vancouver Charter may be conducted by means of electronic or other communication facilities.

(2) For the purposes of providing notice of a public hearing to be conducted under subsection (1),
   (a) any notice of the public hearing must include instructions for how to participate in the public hearing by means of electronic or other communication facilities,
   (b) any material that is to be made available for public inspection for the purposes of the public hearing may be made available online or otherwise by means of electronic or other communication facilities, and
   (c) a reference to the place of a public hearing includes a public hearing that is conducted by means of electronic or other communication facilities.

(3) This section applies despite
   (a) section 566 [amendment or repeal of zoning by-law] of the Vancouver Charter, and
   (b) any applicable provision in the Vancouver procedure bylaw.

Division 6 – Deferral of Annual Requirements

Annual general meeting and requirements – improvement districts

17  (1) An improvement district may defer an annual general meeting that is required under section 690 [annual general meeting – improvement districts] of the Local Government Act to a date not later than December 31, 2020.

(2) An improvement district may defer the preparation of financial statements required under section 691 [annual financial statements] of the Local Government Act to a date not later than December 31, 2020.

(3) Despite the date referred to in section 691 (5) of the Local Government Act, an improvement district may submit to the inspector the audited financial statements of the improvement district for the preceding year and any other financial
information required by the inspector at the time of the annual general meeting of the improvement district.

(4) If an annual general meeting of an improvement district is deferred under subsection (1) of this section and the term of an improvement district trustee would be expiring and the vacancy filled at that meeting, the term of the improvement district trustee is extended until the annual general meeting is held.

(5) This section applies despite

(a) Division 3 [Governance and Organization] of Part 17 [Improvement Districts] of the Local Government Act, and

(b) any applicable provisions in a letters patent for an improvement district.
REPORT
Legislative Services and Parks and Recreation

To: Mayor Coté and Members of Council  
Date: 5/11/2020

From: Jacque Killawee  
City Clerk

Dean Gibson  
Director of Parks and Recreation

File: 05.1035.10  
Item #: 181/2020

Subject: COVID-19 Council Review of 2020 Community Grants Program

RECOMMENDATION

THAT Council direct staff not to open the Summer One Time Small Grant and Sports Travel Grant in 2020.

THAT Council affirm staff’s recommendations in Attachment 4 of this report regarding the repurposing of City grants.

PURPOSE

The purpose of this report is to provide Council with an update on the 2020 City grants program and to seek Council’s direction on repurposing grants and the Summer 2020 One Time Small Grant opportunity.

BACKGROUND

The COVID-19 Pandemic and associated health orders have impacted the abilities of grantees to complete their projects. This may be due to prohibitions on large gatherings, changes in organizational capacity or the changed sponsorship environment. The situation has also created financial challenges for the City.
With this context Council at the April 6th 2020 regular meeting passed the following resolutions:

*THAT Council approve the following:*
1. THAT 2020 grantees be allowed to defer their grant purchases and events until later in 2020;
2. THAT 2020 grantees be allowed to submit revised proposals that respond to COVID-19 for the community or the organization, and these be presented to Council prior to approval; and,
3. THAT the spring grant opportunity be postponed until further clarity is provided on the City's financial situation.

Since April 6th staff has surveyed all the grantees and their responses are summaries in the attachments to this report.

**DISCUSSION**

Grantees were asked to let the City know the current status of their grant. They were asked to provide the City with one of four options, and to expand and provide an explanation for the status and any related requests (such as repurposing an existing grant). This was a simple email (or more if the organization wished) but was not to be burdensome. The four options were:

1. Continue as planned
2. Postponed
3. Cancelled
4. Request to repurpose

**Continue as Planned**
The vast majority of the grantees (54 out of 93, see attachment 1) plan to continue as planned with their grant. This is for several reasons:

1. The grant is already complete. i.e. the AED has been purchased
2. The grant has not been impacted by the COVID-19 Pandemic i.e. the purchase of daycare equipment and flooring
3. The project or event was planned for later in the year and the organization still wants to hold the event.

The largest amount of City grant money is allocated to multi-year grant applicants. This funding is provided for operational costs such as rent and payroll. These organizations, while changing the model of their service delivery, remain operational and important to the community.
Postponed
There are 14 organizations (see attachment 2) which have selected to postpone their events until the fall with the hope that the transition out of the COVID-19 restrictions will be complete by then. These grants range from the shore line clean up to sport coaching clinics. There is every possibility that these projects and events may be cancelled but it is too early to finally determine this. Any money not spent will remain with the City as payment is upon receipt.

Cancel
There are 14 grantees (see attachment 3) which have cancelled their event or project. All but one of these are festivals or events. The one festival event was the senior dragon boaters who wanted to compete in the BC senior games this summer in Richmond.

Festivals are supported out of two areas of the City’s grant funding, the cash grant and the City Services grant. Some festivals only receive City services and not cash funding such as the Downtown BIA Food Truck Festival. As a result of these cancellations the City will see the following reducing in spending on the Grants in 2020:

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash grant</td>
<td>$67,700</td>
</tr>
<tr>
<td>City Services</td>
<td>$203,087</td>
</tr>
<tr>
<td>Total</td>
<td>$270,787</td>
</tr>
</tbody>
</table>

Repurpose
Twelve organizations (attachment 4) applied to the City to repurpose their grant funding. The City required a new description and brief budget for the repurposed funds. Brief descriptions and staff’s recommendations are found in Attachment 4. Where an organization provided greater detail this is found in attachment 5.

Staff recommendations were based on whether the grantees’ request to repurpose was addressed to the COVID-19 pandemic specifically. Recommendations were also based on whether the repurposing would meet the original grant criteria and whether it represented a continuation of the original purpose of the grant. Event funding could not be used for equipment purchases, and project and event grants could not be used for rent or operational costs. Staff’s rationale for the response to each request is found in attachment 4.

Within Social and Cultural Vibrancy (portfolio 2), arts organizations, while not addressing COVID-19 specifically, are proposing to move their activities on-line. Staff have been supportive of this where it is consistent with their original grant.

Summer 2020 Grant Awards
To provide clarity for staff and grant seeking organizations, staff are requesting that Council provide direction on the Summer 2020 One Time Small Grants and Sports Travel Grants that
were due to open for applications in July of 2020. This granting period would have awarded $13,000.

The conditions in place when Council halted the spring grant opening will still be in place in July. Council has also deemed grants as non-essential. It is therefore staff’s recommendation that the City not accept grant applications in Summer 2020 for the One Time Small Grant or the Sports Travel Grant.

**2021 Grant Awards**
Staff will return to Council in the fall to revisit the scope and extent of the City’s 2021 grant envelope once the City understands its financial position better.

**FINANCIAL IMPACT**

As a result of the COVID-19 changes to the City Community Grants Program the City will see the following reducing in spending on the Grants in 2020:

<table>
<thead>
<tr>
<th>Cancelled Grants:</th>
<th>Cash award: $67,700</th>
</tr>
</thead>
<tbody>
<tr>
<td>City Service:</td>
<td>$203,087</td>
</tr>
<tr>
<td>Money Not Awarded</td>
<td>$51,000</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td><strong>$321,787</strong></td>
</tr>
</tbody>
</table>

**INTERDEPARTMENTAL LIAISON**

This report was written with the assistance of the City Community Grants team that draws staff from all departments of the City.

**OPTIONS**

The following options are available for Council’s consideration:

1. THAT Council direct staff not to opening of the summer One Time Small Grant and Sports Travel Grant in 2020.
2. That Council direct staff to open the summer One Time Small Grant and Sports Travel Grant in 2020.
3. That Council affirm staff’s recommendations in Attachment 4 of this report regarding the repurposing of City grants.
4. That Council provide staff with other direction.

*Staff recommend option 1 and 3.*
ATTACHMENTS

Attachment 1 - Continue as Planned
Attachment 2 - Postponed
Attachment 3 - Cancelled
Attachment 4 - Repurpose Grant
Attachment 5 - Repurpose Grant Supplementary Information

This report was reviewed by:

[Signatures]

Approved for Presentation to Council

Jacque Killawee
City Clerk

Lisa Spitale
Chief Administrative Officer

Dean Gibson
Director of Parks and Recreation

Agenda Item 181/2020
Attachment 1

Option 1 - Continue as Planned
<table>
<thead>
<tr>
<th>Organization</th>
<th>Term</th>
<th>2020 Cash</th>
<th>Portfolio</th>
<th>Original Grant Name</th>
<th>Original Grant Summary</th>
<th>Date of Original Proposal</th>
<th>Impact of COVID-19 or new date of event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arts Council</td>
<td>Multi-year</td>
<td>$34,697</td>
<td>2</td>
<td>Ongoing operations and programming within The Gallery at Queen's Park. Increase administrative staffing hours for the part-time Administrative Assistant. Create a part-time Marketing Coordinator position to enhance the quality and branding of ACNW programming. Increase their multicultural programming.</td>
<td>On-going</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>BC Senior Services Society</td>
<td>3 years from 2018</td>
<td>$75,000</td>
<td>1</td>
<td>Meals on Wheels, as well as Dining Clubs, assisted grocery shopping and individualized transportation.</td>
<td>Meals on Wheels service, as well as Dining Clubs, assisted grocery shopping and individualized transportation.</td>
<td>N/A</td>
<td>Working extensively with clients and the City to meet their needs</td>
</tr>
<tr>
<td>Camp Kerry Society - program</td>
<td></td>
<td>$10,542</td>
<td>1</td>
<td>Beyond One Voice Compassionate Community Program</td>
<td>New West residents who are coping with grief and loss to come together and participate in a series of community choirs, workshops, Circles of Strength family support groups and retreat experiences that will help them to build and experience a “compassionate community of belonging”. Program participants will learn positive coping strategies drawn from Indigenous cultural knowledge, arts-based healing practices and wisdom traditions that will help them to stand collectively against the isolation, anxiety and depression that so often accompany grief.</td>
<td>On-going</td>
<td>Adapting programs to On-Line (as per website information) Also added a Frontline worker component</td>
</tr>
<tr>
<td>Canadian Mental Health Association</td>
<td>2 years</td>
<td>$7,500</td>
<td>1</td>
<td>Volunteer Program in New Westminster</td>
<td>Aligns our volunteer program with our rehabilitation programs and the thrift store to help individuals recovering from mental illness and/or substance use</td>
<td>On-going</td>
<td>N/A</td>
</tr>
<tr>
<td>Canadian Society Promoting Environmental Conservation - SPEC - Royal City Champions</td>
<td></td>
<td>$6,110</td>
<td>1</td>
<td>Royal City Recycling Champions</td>
<td>An adult education program on waste prevention and reduction, and includes leadership training and mentorship.</td>
<td>On-going</td>
<td>N/A</td>
</tr>
<tr>
<td>Communities Embracing Restorative Action</td>
<td>2 years</td>
<td>$15,000</td>
<td>1</td>
<td>Community Youth Justice Program</td>
<td>The victim, the offender and their families come together in a resolution conference to resolve how to deal with the harm resulting from the offender’s actions.</td>
<td>On-going</td>
<td>Move their programs on-line</td>
</tr>
<tr>
<td>Elizabeth Fry Society</td>
<td>1 year</td>
<td>$4,600</td>
<td>1</td>
<td>Maida Duncan Drop-In Centre</td>
<td>To purchase things like nutritional food, soap, toiletries and clothes, detergents, arts supplies, and hot water/electricity for the drop in centre.</td>
<td>On-going</td>
<td>N/A</td>
</tr>
<tr>
<td>Family Services of Greater Vancouver - Youth Councillor</td>
<td>3 years</td>
<td>$12,500</td>
<td>1</td>
<td>Youth Counselling Program</td>
<td>The New Westminster Youth Centre identified youth counselling as a priority need in the community. In response to this identified need, FSGV delivers no-fee clinical counselling to vulnerable youth in New Westminster.</td>
<td>N/A</td>
<td>Virtual counselling</td>
</tr>
<tr>
<td>Family Services of Greater Vancouver - Seniors Councillor</td>
<td>3 years</td>
<td>$11,500</td>
<td>1</td>
<td>Vital Connections</td>
<td>In partnership with Century House, we provide a Clinical Counselor for individuals, aged 55 and up, for one on one, no fee counseling. The service is available 14 hours per week.</td>
<td>N/A</td>
<td>Virtual counselling</td>
</tr>
<tr>
<td>Fraser River Discovery Centre</td>
<td>5 years</td>
<td>$46,000</td>
<td>2</td>
<td>Fraser River Discovery Centre Education and Engagement Programming</td>
<td>Requires this support from the City because no core funding for operations and, historically, financial contributions from the City have played a major role in allowing activities to happen. Also help leverage support from other government, foundation and corporate partners, many of whom want to see financial support from “our City” before committing funds of their own.</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Fraser River Discovery Centre Society - riverfest 2020</td>
<td></td>
<td>$7,000</td>
<td>2</td>
<td>RiverFest 2020 - a Celebration of BC and World Rivers Day</td>
<td>Annual celebration in New Westminster around the importance of the Fraser River that attracts 5000 – 10000 people to the waterfront each year.</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Glenbrooke Daycare (Afterschool) - equipment</td>
<td></td>
<td>$3,226</td>
<td>1</td>
<td>Glenbrooke Daycare Afterschool Equipment</td>
<td>Towards the purchase of new program equipment, materials, supplies and storage units.</td>
<td>On-going</td>
<td>N/A</td>
</tr>
<tr>
<td>Organization</td>
<td>Term</td>
<td>2020 Cash</td>
<td>Portfolio</td>
<td>Original Grant Name</td>
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</tr>
<tr>
<td>Glenbrooke Daycare - flooring</td>
<td></td>
<td>$5,000</td>
<td>1</td>
<td>Glenbrooke Daycare Flooring</td>
<td>Replacement of the flooring on the upper level of the daycare where our kindercare program operates. This project is complete.</td>
<td>Completed</td>
<td>N/A</td>
</tr>
<tr>
<td>Good Vibrations: the Energy of Resilience</td>
<td></td>
<td>$3,000</td>
<td>1</td>
<td>The Energy of Resilience</td>
<td>Providing tools and experiences of energy healing to people living on the margins or working/volunteering in contexts of high stress (e.g. poverty, addiction, emergency services, criminal justice, homelessness.)</td>
<td>On-going</td>
<td>N/A</td>
</tr>
<tr>
<td>Hyack Festival Ambassador Leadership Program</td>
<td></td>
<td>$4,000</td>
<td>2</td>
<td>New Westminster Hyack Ambassador Leadership Program</td>
<td>Offer youth an opportunity to contribute to their community through service, education and leadership. This project is ongoing.</td>
<td>On-going</td>
<td>N/A</td>
</tr>
<tr>
<td>Hyack International Parade</td>
<td>Multi-year</td>
<td>$2,500</td>
<td>2</td>
<td>Hyack Parade</td>
<td>One of BC's largest parades with entries throughout BC and the Pacific Northwest. A day of free entertainment and community engagement.</td>
<td>Move Grant to 2021? May-21</td>
<td></td>
</tr>
<tr>
<td>Hyack Swim Club dryland training program</td>
<td></td>
<td>$1,400</td>
<td>2</td>
<td>Dryland Training Program</td>
<td>Dryland strength programs for all groups. Every few years the equipment needs to be replaced. This project is ongoing.</td>
<td>On-going</td>
<td>N/A</td>
</tr>
<tr>
<td>IMPACT Parkinson's Society - AED</td>
<td></td>
<td>$3,000</td>
<td>1</td>
<td>Automated External Defibrillator</td>
<td>Had to call 911 on numerous occasions and is recommended to buy an AED to save lives. This project is complete.</td>
<td>Completed</td>
<td>N/A</td>
</tr>
<tr>
<td>Kolumbia Inn Daycare Society - blind replacement</td>
<td></td>
<td>$5,000</td>
<td>1</td>
<td>Replacement window coverings Blinds for Safety Standards</td>
<td>The blinds protect children from the sun as well as offer a life time warranty are energy efficient window coverings, that are cord free. Thus reducing the repairing and replacing of window treatments.</td>
<td>Completed</td>
<td>N/A</td>
</tr>
<tr>
<td>Massey Theatre Society</td>
<td>2 years</td>
<td>$70,000</td>
<td>2</td>
<td>Operating and Arts Funding for the Massey Theatre</td>
<td>Massey Theatre Society has enjoyed the support of the City for many years and without it, might simply be a rental roadhouse, attracting shows from other places but not contributing to local cultural growth or a sense of place and pride.</td>
<td>On-going</td>
<td>N/A</td>
</tr>
<tr>
<td>New West Cultural Crawl</td>
<td>Multi-year</td>
<td>$2,500</td>
<td>2</td>
<td>Arts Crawl</td>
<td>Participation from venues within New West exhibiting artists the live or work withing New West.</td>
<td>Oct-20</td>
<td>Was Scheduled for October - so will continue as planned</td>
</tr>
<tr>
<td>New West Film Society</td>
<td></td>
<td>$4,000</td>
<td>2</td>
<td>New West Film Fest 2020</td>
<td>New West Film Fest is dedicated to encouraging dialogue, promoting education, and providing entertainment, while ensuring our film festival remains accessible to marginalised groups who benefit from attending film screenings at the festival.</td>
<td>Sep-20</td>
<td>If can’t go ahead in September (option 1), they request that they can repurpose (option 4) the money to an online festival, then, if not, cancel.</td>
</tr>
<tr>
<td>New Westminster Baseball Association CLASSIC 8” GAME MOUND - Pitching</td>
<td></td>
<td>$2,500</td>
<td>2</td>
<td>CLASSIC 8” GAME MOUND - Pitching</td>
<td>A portable pitching mound sized to older players will allow the flexibility of converting a softball diamond to a baseball diamond and/or using a field where a permanent mound is not in place.</td>
<td>Already purchased</td>
<td>N/A</td>
</tr>
<tr>
<td>New West Dream Team</td>
<td></td>
<td>$1,700</td>
<td>2</td>
<td>New West Solstice Event at the Ravine: The Dream of the Ravine Solstice Event</td>
<td>The Dream of the Ravine is a community artistic initiative in Glenbrook Ravine planned for June 2020 and led by the New West Dream Team, a group of four New Westminster neighbours who aim to build community through the arts. On June 20th, 2020, it will start at the entrance of Beth Street and Glenbrook Drive. Expected attendance is up to 500 people, including participants</td>
<td>N/A</td>
<td>Cancelled</td>
</tr>
<tr>
<td>Organization</td>
<td>Term</td>
<td>2020 Cash</td>
<td>Portfolio</td>
<td>Original Grant Name</td>
<td>Original Grant Summary</td>
<td>Date of Original Proposal</td>
<td>Impact of COVID-19 or new date of event</td>
</tr>
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</tr>
<tr>
<td>New Westminster Environmental Partners</td>
<td>3 years from 2016</td>
<td>$5,500</td>
<td>1</td>
<td>Glenbrook Ravine</td>
<td>Aims to enhance the ecological function of the Glenbrook Ravine over the coming years. We seek to restore some areas of the ravine that have fallen victim to the spread invasive species.</td>
<td>April and May</td>
<td>Cancelled one event but trying for the May date</td>
</tr>
<tr>
<td>New Westminster Heritage Foundation</td>
<td>3 years from 2016</td>
<td>$10,000</td>
<td>2</td>
<td>Ecological Restoration</td>
<td>The program, operating since 1992, assists heritage home owners with repairs &amp; is often incentive for people to designate their homes.</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>New Westminster Minor Hockey Association</td>
<td>3 years from 2016</td>
<td>$5,500</td>
<td>2</td>
<td>New Westminster Minor Hockey</td>
<td>New Westminster Minor Hockey Association provides equal opportunity for the youth (ages 5 to 20) off New Westminster to play hockey in a safe and fun environments, regardless of talent, gender or family circumstances.</td>
<td>Sep-20</td>
<td>N/A</td>
</tr>
<tr>
<td>New Westminster Minor Lacrosse - coaching fees</td>
<td>3 years from 2016</td>
<td>$600</td>
<td>2</td>
<td>Coaching Fees</td>
<td>All coaches of Box and Field lacrosse are volunteers and mostly teenagers, young adults and parents that are new to the sport. All coaches require formal training by BCLA. Training new coaches to ensure all players receive the best coaches and experiences with the sport of lacrosse.</td>
<td>Sep-20</td>
<td>Don't know if season will continue. If not, will postpone until next year.</td>
</tr>
<tr>
<td>New Westminster Minor Softball Association - clinics</td>
<td>3 years from 2016</td>
<td>$2,000</td>
<td>2</td>
<td>Clinics - Volunteer Coach (NCCP) / Umpire (Softball Canada)</td>
<td>Running clinics during the off-season encourages skills development and allows youth players to prepare for the upcoming season. With the sport of softball being re-introduced back into the Olympics for 2020, new coaching requirements have been established by SoftballBC (SBC) and the NCCP / Softball</td>
<td>Fall 2020</td>
<td>N/A</td>
</tr>
<tr>
<td>New Westminster Youth Ambassador Society</td>
<td>3 years from 2016</td>
<td>$5,300</td>
<td>2</td>
<td>New Westminster Youth Ambassador Team</td>
<td>The NWYAS program will provide youth ages 15 to 18 living in New Westminster, the opportunity to experience instruction in life skills, contributing to their community by volunteering, fundraising for a charity of choice, all while promoting their sponsors and the City.</td>
<td>On-going</td>
<td>Completed half of program as runs from September 2019 - August 2020.</td>
</tr>
<tr>
<td>NW Victim Assistance Association</td>
<td>3 years from 2016</td>
<td>$25,000</td>
<td>1</td>
<td>Management of Victim Services Program</td>
<td>Management of the Victim Services Program</td>
<td>On-going</td>
<td>N/A</td>
</tr>
<tr>
<td>Queens Avenue Daycare Society - safety capital</td>
<td>3 years from 2018</td>
<td>$4,832</td>
<td>1</td>
<td>Improving safety for the children</td>
<td>Put a fence up around our staircase for safety for the children. Outdoor play equipment. Applying for step stools for our bathroom to allow better access to our bathroom sinks.</td>
<td>On-going</td>
<td>N/A</td>
</tr>
<tr>
<td>Queens Park Preschool Society - equipment</td>
<td>3 years from 2018</td>
<td>$3,446</td>
<td>1</td>
<td>Improvement of child care space and equipment/appliance</td>
<td>Build on the current outdoor space and update equipment and play structure to accommodate the play and learning needs of the children. An additional focus is on being able to provide laundry services at the school for soiled clothing and cleaning towels etc.</td>
<td>On-going</td>
<td>Fall 2020</td>
</tr>
<tr>
<td>Recovery Day Vancouver Society</td>
<td>Multi-year</td>
<td>$5,000</td>
<td>2</td>
<td>Recovery Day BC</td>
<td>Part music festival, part carnival and part educational event to raise awareness for recovery while reducing the stigma of addiction.</td>
<td>September</td>
<td>N/A</td>
</tr>
<tr>
<td>Royal City Humane Society</td>
<td>3 years from 2018</td>
<td>$5,000</td>
<td>1</td>
<td>Spay/Neuter Program</td>
<td>Help support spay/neuter stray animals.</td>
<td>On-going</td>
<td>N/A</td>
</tr>
<tr>
<td>Royal City Literary Arts Society - In their words</td>
<td>3 years from 2018</td>
<td>$2,000</td>
<td>2</td>
<td>A Reading Series</td>
<td>Every second month, we have presentations by four featured speakers who each showcase a well established author with general appeal.</td>
<td>N/A</td>
<td>The workshops moved on-line</td>
</tr>
<tr>
<td>Royal City Literary Arts Society - poetry in the park</td>
<td>3 years from 2018</td>
<td>$1,000</td>
<td>2</td>
<td>Poetry on the Park</td>
<td>Poetry in the Park is a free public service initiative designed to bring poetry to the community in an outdoor environment.</td>
<td>Summer</td>
<td>Given the outdoor location, this event should be possible with social distancing. It is held at the band shell in Queens Park. The grant was to support the production and was spent in the lead up to the event. The event has been postponed until 2021.</td>
</tr>
<tr>
<td>Royal City Musical Theatre</td>
<td>3 years from 2018</td>
<td>$7,000</td>
<td>2</td>
<td>Spring Musical Theatre Production</td>
<td>RCMT has been providing this program since 1989 and although our audiences keep growing, production costs become exponentially higher, so we require unicital support for our sustainability into the future.</td>
<td>N/A</td>
<td>The grant was to support the production and was spent in the lead up to the event. The event has been postponed until 2021.</td>
</tr>
</tbody>
</table>
## Option 1 - Continue as Planned

<table>
<thead>
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<tbody>
<tr>
<td>Royal City Track and Field Society - training and equipment</td>
<td>2020</td>
<td>$3,100</td>
<td>2</td>
<td>Coaches training/ Club Equipment</td>
<td>To provide training to relied-upon volunteer coaches for sport coach certifications, St John’s First Aid, etc. Would like to add clinics that brings training directly to Mercer and/or a nearby facility to serve many coaches, also to invest in strength conditioning for club members.</td>
<td>Sep-20</td>
<td>N/A</td>
</tr>
<tr>
<td>Royal City Youth Soccer Club</td>
<td></td>
<td>$4,000</td>
<td>2</td>
<td>Skills Enhancement Program</td>
<td>Supporting our Regular and Spring Season Programs that include the Inspire, Making Progress, Soccer for all Program, Soaring Stars Adaptive and Skills Enhancement programs</td>
<td>Fall 2020</td>
<td>Fall 2020</td>
</tr>
<tr>
<td>Royal Westminster Regiment Volunteer Band</td>
<td></td>
<td>$3,400</td>
<td>2</td>
<td>The Royal Westminster Regiment Volunteer Band</td>
<td>Ongoing practice and public performances of music for the enjoyment of the community. All ages enjoy the music. In addition, band performances enhance our community's culture. Performances also ensure historical preservation of military music.</td>
<td>On-going</td>
<td>Will continue to perform when allowed and the grant was to support equipment and not the performance aspect of the band's work.</td>
</tr>
<tr>
<td>Shasta Trampoline - Aaron Johnson Memorial Cup</td>
<td></td>
<td>$1,200</td>
<td>2</td>
<td>Aaron Johnson Memorial Cup</td>
<td>This project is hosting the Aaron Johnson Memorial Cup, an annual trampoline competition for BC residents in Winter 2019.</td>
<td>Completed</td>
<td>The event occurred before social distancing.</td>
</tr>
<tr>
<td>Shasta Trampoline - equipment request</td>
<td></td>
<td>$1,500</td>
<td>2</td>
<td>Equipment Request</td>
<td>At the highest level of the sport of trampoline, springs must be replaced regularly.</td>
<td>On-going</td>
<td>N/A</td>
</tr>
<tr>
<td>Sher Vancouver LGBTQ Friends Society</td>
<td></td>
<td>$4,000</td>
<td>2</td>
<td>DOCUMENTARY FILM - Emergence: Out of the</td>
<td>Sher Vancouver’s first film, My Name Was January, won 14 international jury awards and garnered an amazing 52 official selections at film festivals around the world. Following on this success, we would like to expand our programming.</td>
<td>On-going</td>
<td>Project was completed in Q1 2020</td>
</tr>
<tr>
<td>St Barnabas Daycare Society - safety first</td>
<td></td>
<td>$4,394</td>
<td>1</td>
<td>Safety First</td>
<td>Re-stock our emergency food supplies with longer lasting food and water, as well as kits for each child and staff at the centre. Install a permanent sandbox cover to keep critters out of our sandbox.</td>
<td>On-going</td>
<td>N/A</td>
</tr>
<tr>
<td>St. John Society (British Columbia and Yukon) - brigade program</td>
<td></td>
<td>$4,000</td>
<td>1</td>
<td>Brigade Program</td>
<td>To purchase new AED units and First Aid Kits to replace the old units volunteers currently have to help them go to more events and provide greater first aid coverage. These first aid supplies include bandages, gauze pads, CPR face shields, adhesive tape, antiseptic wipes, latex-free gloves, which are all vital providing proper first aid in communities.</td>
<td>Summer</td>
<td>They have purchased the supplies covered by the grant but currently are unable to provide first-aid services at community events.</td>
</tr>
<tr>
<td>The Lower Mainland Purpose Society - over dose action team</td>
<td></td>
<td>$1,500</td>
<td>1</td>
<td>Overdose Community Action Team</td>
<td>Engage the Arts Council, and find a local artist who would be willing to work with the Peer Network to develop a community art display that would honour the many lives that have been lost to the overdose crisis in our community.</td>
<td>On-going</td>
<td>N/A</td>
</tr>
<tr>
<td>Tourism New West</td>
<td>Multi-year</td>
<td>$73,000</td>
<td>3</td>
<td>Tourism New West</td>
<td>Tourism New West is a non-profit and the official Destination Marketing Organization (DMO) for New Westminster who supports stakeholder businesses and organizations with resources and communications that help them navigate tourism specific messaging and operations.</td>
<td>On-going</td>
<td>N/A</td>
</tr>
<tr>
<td>Umbrella Multicultural Health Cooperative</td>
<td>3 years</td>
<td>$30,000</td>
<td>1</td>
<td>U-Volunteers (Umbrella Volunteers)</td>
<td>Help support the administration and coordination of our volunteer programs. Umbrella Co-op relies on many professional volunteers to help run our clinical programs, including pediatricians, physicians, nurse practitioners and physiotherapists.</td>
<td>On-going</td>
<td>N/A</td>
</tr>
<tr>
<td>VEATA — Pacific Volunteer Education and Assistance Team for Animals Society</td>
<td></td>
<td>$600</td>
<td>2</td>
<td>Doggy Fun Day</td>
<td>Doggy Fun Day is a free annual event held in August, oriented towards strengthening people’s relationships with their dogs, and bringing positive attention to New Westminster as a dog-friendly, forward-thinking community.</td>
<td>N/A</td>
<td>program is in the Fall and the organization is hopefully it will run as planned.</td>
</tr>
<tr>
<td>Westminster Children’s After School Society - New Child Care in the Queensborough Community</td>
<td></td>
<td>$10,000</td>
<td>1</td>
<td>New Child Care in the Queensborough Community</td>
<td>Our OUT OF SCHOOL CARE PROGRAMS provide a SAFE, WARM ENVIRONMENT that seeks to meet the needs of ALL CHILDREN, AGED 5-12</td>
<td>N/A</td>
<td>New child care facility needs to be stocked with equipment when it opens. The opening is delayed.</td>
</tr>
</tbody>
</table>
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<tr>
<td>W.I.N.G.S. Fellowship Ministries - butterfly room</td>
<td>$3,500</td>
<td>1</td>
<td>Butterfly Room Children's Activities / Community Outreach Support Group</td>
<td>We are not adequately funded through our government contracts to provide operating funds for these two community initiatives. We believe they are dependent on external sources for funds and have allocated some of our fundraising efforts for a portion of the cost.</td>
<td>On-going</td>
<td>WINGS continues to support its clients</td>
</tr>
</tbody>
</table>

5
Attachment 2

Option 2 - Postponed
<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Burnaby New Westminster Ringette Association</td>
<td>1 year</td>
<td>$800</td>
<td>2</td>
<td>Skills development for players/Coach/Manager training and certification</td>
<td>All interested boys and girls are welcome to join the sport and additional power skating is required to ensure they have strong skating skills to be successful in the sport to play it confidently and effectively while having fun.</td>
<td>Summer</td>
<td>4th Quarter of 2020 is new proposed date. The organization have until Dec 18th to complete the project as per the grant criteria.</td>
</tr>
<tr>
<td>CarnaWest</td>
<td>Multi-year</td>
<td>$2,500</td>
<td>2</td>
<td>Brazilian Festival</td>
<td>Showcasing music from Brazil and around the world.</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Culture Chats BC Association</td>
<td>1 year</td>
<td>$2,000</td>
<td>2</td>
<td>Workshops for Community Artists</td>
<td>Project offers training for immigrant and local community artists to develop their traditional multicultural arts and handicrafts with the use of recycled materials</td>
<td>N/A</td>
<td>New time is yet to be decided. It is important to continue to support the community-based cultural engagement that this grant investment provides within an adjusted timeline.</td>
</tr>
<tr>
<td>Downtown New West BIA - Fridays on Front</td>
<td>1 year</td>
<td>$5,000</td>
<td>2</td>
<td>Fridays on Front</td>
<td>Fridays on Front is a weekly community street social, featuring local artisan vendors, live music, food trucks, kids activities and it’s the first licensed street event in the region. Admission and activities are free, and everyone is welcome to join in the fun on 8 consecutive Friday evenings in July and August.</td>
<td>N/A</td>
<td>The BIA is hoping that there can be pop-up events in the summer depending on the Health Orders.</td>
</tr>
<tr>
<td>IMPACT Parkinson’s Society</td>
<td>1 year</td>
<td>$2,000</td>
<td>1</td>
<td>Community Open House</td>
<td>Free interactive community open house during April’s Parkinson’s Awareness Month.</td>
<td>S-Apr</td>
<td>Some time in the Fall</td>
</tr>
<tr>
<td>Living Systems Counselling - program costs</td>
<td>1 year</td>
<td>$2,000</td>
<td>1</td>
<td>Access Counselling Program</td>
<td>Provides professional, low-cost counselling services to anyone in New Westminster who cannot afford regular counselling fees. Program helps the disadvantaged and marginalized individuals and families in the community and, through our counselling with these individuals, promotes improved relationships, reduction in mental health symptoms, better coping with stress, reduced isolation, increased personal agency and responsibility. Our referrals come from Fraser Health, local doctors, and community agencies.</td>
<td>On-going</td>
<td>N/A</td>
</tr>
<tr>
<td>Multi-Cultural Services - leadership conference</td>
<td>1 year</td>
<td>$3,700</td>
<td>2</td>
<td>Multi-Cultural Leadership Conference</td>
<td>Appreciating and celebrating diverse multi-cultural communities. Lowering the rate of racism with with education and increased cultural tolerance. Enhancing cross-cultural communication skills and Providing ongoing outreach/resource to help create healthy and vibrant communities.</td>
<td>N/A</td>
<td>No details are available as to when the event is postponed to</td>
</tr>
<tr>
<td>New Westminster Baseball Association</td>
<td>1 year</td>
<td>$3,300</td>
<td>2</td>
<td>Replacement Netting - Queens Park Stadium Batting Cage</td>
<td>The netting in the batting cage in Queens Park Stadium is in dire need of replacement as it is ripped and torn. Any players and/or teams who use the Stadium will benefit from a safe and working cage. Target age for users is 13 years and older.</td>
<td>Summer</td>
<td>Fall 2020. The organization have until Dec 18th to complete the project as per the grant criteria.</td>
</tr>
<tr>
<td>New Westminster Family Place Society</td>
<td>1 year</td>
<td>$14,000</td>
<td>1</td>
<td>Family Place Drop In Centre</td>
<td>Provides barrier-free and cost free family resource programs in New Westminster. Includes daily drop-in at 6th Street site, a weekly food-based drop in at Lord Kelvin Elementary, a weekly arts-based drop in at Plaskett Gallery at Massey Theatre, a weekly, targeted drop in for families accessing the food bank, and a weekly outdoor education drop-in at Queen’s Park. Also support the early childhood educator and family support worker.</td>
<td>N/A</td>
<td>Closed current as their venues are closed but the organisation hopes to start again in the fall</td>
</tr>
<tr>
<td>Queensborough Residents Association</td>
<td>1 year</td>
<td>$400</td>
<td>1</td>
<td>Summer Garage Sale</td>
<td>Make the garage sale accessible to renters and individuals living in condos, townhouses or suites. Promoting accessibility at Port Royal Park and Queensborough Community Centre. Residents have the opportunity to earn nominal funds in exchange for their unwanted goods while participating in a community gather for the benefit of all residents.</td>
<td>Summer to Fall 2020</td>
<td>They may consider repurposing if the closure is long term but will come back on this topic</td>
</tr>
<tr>
<td>Queensborough Special Programs Committee - shorelines clean up</td>
<td>1 year</td>
<td>$2,500</td>
<td>1</td>
<td>Queensborough 10th Annual Shoreline Cleanup</td>
<td>The community, families and youth, to spend a morning in the Spring and another morning in the Fall, removing invasive plants and picking up garbage along the Fraser River shoreline in Queensborough.</td>
<td>Spring/Fall 2020</td>
<td>Will probably not use full amount of grant this year. May continue with Fall event.</td>
</tr>
<tr>
<td>Savage Production Society</td>
<td>1 year</td>
<td>$5,000</td>
<td>2</td>
<td>Indigenous Theatre and Music</td>
<td>We are going to produce an Indigenous play reading series at the Massey Theatre in Spring 2020 and an Indigenous Music series in Summer 2020 in partnership with the Arts Council.</td>
<td>Apr-20</td>
<td>Fall 2020. This proposal delivers the same outcome as outlined in the original submission within a revised timeline.</td>
</tr>
<tr>
<td>Volunteer Cancer Drivers</td>
<td>1 year</td>
<td>$1,750</td>
<td>1</td>
<td>Transport for Cancer Patients</td>
<td>An all-volunteer charity, providing free, reliable transportation for cancer patients to and from cancer related medical treatments. The grant funds would be used to help support the $0.44/km vehicle operating stipend for drivers.</td>
<td>Throughout the Year</td>
<td>Postponed due to high risk for drivers and patients</td>
</tr>
</tbody>
</table>
Attachment 3

*Option 3 - Cancelled*
<table>
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<tr>
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<tbody>
<tr>
<td>Canada Day FireWorks / Hyack</td>
<td>Multi-year</td>
<td>$10,000</td>
<td>2</td>
<td>Canada Day Fireworks</td>
<td>July 1 10pm in downtown New West will be an evening of stunning fireworks.</td>
<td>N/A</td>
<td>Request that the grant be moved to the 2021 grant year</td>
</tr>
<tr>
<td>Century House Association</td>
<td>Multi-year</td>
<td>$3,100</td>
<td>2</td>
<td>Century House Association - Senior Women's Dragon Boat Team</td>
<td>Sharing possibilities of women in the 50+ age group by designing a fitness activity to address and improve individual and team fitness, broaden social interactions and personal growth.</td>
<td>On-going</td>
<td>Cancelled</td>
</tr>
<tr>
<td>Downtown BIA - Food truck Festival</td>
<td>Multi-year</td>
<td>$2,500</td>
<td>2</td>
<td>Columbia StrEAT Food Fest</td>
<td>Food truck festival whereby downtown Columbia Street is closed for the the community.</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Hyack International Parade</td>
<td>Multi-year</td>
<td>$2,500</td>
<td>2</td>
<td>Hyack Parade</td>
<td>One of BC's largest parades with entries throughout BC and the Pacific Northwest. A day of free entertainment and community engagement.</td>
<td>Move Grant to 2021</td>
<td>May-21</td>
</tr>
<tr>
<td>Junior Enterprise</td>
<td>Multi-year</td>
<td>$500</td>
<td>2</td>
<td>Tinypreneurs</td>
<td>A family-oriented festival that attracted approximately 800 people in 2019</td>
<td>N/A</td>
<td>The organisation plans on running the event again in 2021</td>
</tr>
<tr>
<td>New Westminster Multicultural Festival</td>
<td>Multi-year</td>
<td>$8,000</td>
<td>2</td>
<td>New Westminster Multicultural Festival</td>
<td>Host and organize the New Westminster Multicultural Festival, held on July 1st of each year.</td>
<td>1-Jul-20</td>
<td>N/A</td>
</tr>
<tr>
<td>QR Day Street Fest</td>
<td>Multi-year</td>
<td>$2,500</td>
<td>2</td>
<td>Queensborough Day Street Fest</td>
<td>Day long street festival for the whole family and communities.</td>
<td>Sep-20</td>
<td>If can't go ahead in September, will be cancelled</td>
</tr>
<tr>
<td>Queensborough Children’s Festival</td>
<td>Multi-year</td>
<td>$2,000</td>
<td>2</td>
<td>Queensborough Children's Festival</td>
<td>A fun-filled family event celebrating children of all ages! The event features interactive play, live entertainment, crafts, food and more! This event runs rain or shine.</td>
<td>N/A</td>
<td>Request that the grant be moved to the 2021 grant year</td>
</tr>
<tr>
<td>Queensborough Special Programs Committee</td>
<td></td>
<td>$3,843</td>
<td>2</td>
<td>Summer Sounds</td>
<td>Bi-weekly Friday evening music event at the Queensborough Community Centre bandstand.</td>
<td>Jul-20</td>
<td>August 2020, but might be cancelled</td>
</tr>
<tr>
<td>RBC Rivershed Society of British Columbia</td>
<td></td>
<td>$2,700</td>
<td>2</td>
<td>Enhancement of FraserFEST in New Westminster</td>
<td>On August 23, 2020 FraserFEST will land via Voyageur canoes in New Westminster. New Westminster residents are directly affected by the health of the Fraser River. Environmental Leaders and the general population in New Westminster are invited to participate in FraserFEST and sign the Watershed Pledge. Benefits of participating in FraserFEST include learning about the local watershed and how we can conserve, protect and restore it, team and leadership skill building, and enjoying a day or more of paddling on the Fraser River.</td>
<td>Jul-20</td>
<td>Jul-21</td>
</tr>
<tr>
<td>School District No. 40 (New Westminster)</td>
<td></td>
<td>$5,000</td>
<td>2</td>
<td>May Day 2020</td>
<td>May Day is an annual traditional civic/community celebration having historical and cultural significance in the City of New Westminster. The New Westminster Schools’ participation in the celebration of May Day is in alignment with the direction of the Board of Education.</td>
<td>1-May-20</td>
<td>1-May-21</td>
</tr>
<tr>
<td>The Ancient &amp; Honourable Hyack Anvil Battery</td>
<td></td>
<td>$2,400</td>
<td>2</td>
<td>Victoria Day Salute</td>
<td>The salute draws many visitors to the City on the day of the event, and attracts the attention of thousands more through coverage of the event in the media and on the internet.</td>
<td>N/A</td>
<td>Cancelled</td>
</tr>
<tr>
<td>Uptown Business Association</td>
<td>Multi-year</td>
<td>$15,000</td>
<td>2</td>
<td>Uptown Live</td>
<td>Community Music Festival at 6th &amp; 6th.</td>
<td>18-Jul-20</td>
<td>Request that year 2 Grant move to 2021 and year 3 to 2022. Partnership w. Massey</td>
</tr>
<tr>
<td>West End Business Association</td>
<td></td>
<td>$5,000</td>
<td>2</td>
<td>The 12th Street Music Festival</td>
<td>12th Street Music Festival is going to be for all-ages, multi-genre and free celebration of the arts for the July 26, 2020 summer weekend</td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>
Attachment 4

*Option 4 - Repurpose Grant*
<table>
<thead>
<tr>
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<th>New Proposed Name</th>
<th>Date of Original Proposal</th>
<th>New Grant Submission</th>
<th>Staff Recommendation</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>City Stage New West s&amp;s n scripts</td>
<td>2020</td>
<td>$2,300</td>
<td>2</td>
<td>New West's 2020</td>
<td>&quot;Sips 'n Scripts&quot; reading series, with &quot;Censored Forbidden Classics of the Wicked Stage&quot;. We have been asked to return &quot;Sips 'n Scripts&quot; to the Amial again in 2020. In this free-to-the-public series, CNW purposefully breaks down barriers between artists and audience members.</td>
<td>Archival footage 2009 Stump City Stories musical available for a public viewing online, during the week of Canada Day, July 1, 2020. With pre-show live-Zoomed commentary (all accessible for free to the public). But after its nod to the Quarantext, it succeeds as a live letter to the City of New Westminster from its founding to post WWII, with a final homage to everyone from Justin Morneau to Raymond Burr to immigrants from everywhere. It never enjoyed a full production, as we only had funds for workshop productions, but it received and Ovation Award nomination in 2009. At the time, Scott Swarre, Applause Musical's a.d. and Ovation Award nominator, had said, &quot;Busloads of British Columbians should see this musical?&quot;</td>
<td>April 1, 2020</td>
<td>Staff Support this change.</td>
<td>This repurposing will support the City's efforts to have a meaningful celebration of the City and Canada Day during the Pandemic restrictions</td>
<td></td>
</tr>
<tr>
<td>Douglas College Foundation</td>
<td>2019</td>
<td>$1,100</td>
<td>2</td>
<td>Arts at One Concert</td>
<td>Arts at One Concert series enhances the experiential learning of our Music students through exposure to diverse music by highly skilled professional musicians and through concert performances before public audiences. Concerts are held most Thursday at 1:00 pm during the fall and winter semesters at the Douglas College campus in New West.</td>
<td>This concert series would move online if not able to continue in its current form, the College is asking for equipment to support the movement of the program online*</td>
<td>No change</td>
<td>N/A</td>
<td>Staff supports the concert being postponed but Staff does not support this repurposing.</td>
<td>The grant was to facilitate the concert series and not to purchase equipment to facility student performances for home. This would change the nature of the grant. Further it is felt that Douglas College would have existing equipment to facilitate on-line production of music.</td>
</tr>
<tr>
<td>Downtown New Westminster BIA</td>
<td>5 year</td>
<td>$10,000</td>
<td>3</td>
<td>Public Space Activation Program</td>
<td>We ask residents, businesses and not for profit organizations to submit their ideas for activating a public space within Downtown New West.</td>
<td>Mosaic new west campaign wouldowindow decorations highlight messages of hope and encouragement in the community. It will encourage health, support small business and discourage vandalism. This is a matching grant, the City would be increasing its grant allocation.</td>
<td>Summer 2020</td>
<td>Summer 2023</td>
<td>Staff Support this change.</td>
<td>This will help attract visitors back to the downtown core when social distancing is released</td>
</tr>
<tr>
<td>Swan Ave Modular Home Development</td>
<td>1 year</td>
<td>$5,381</td>
<td>1</td>
<td>Queensborough Mural</td>
<td>Ewen Mural Legacy Project. Grant awarded in 2019 but extended to 2020 due to construction delays with the Masirine Lodge supportive housing facility. CSPC had been in discussions with the CNW Public Art Advisory Committee to shift this proposal to become a significant public art project for the City.</td>
<td>This project has become complex because of the building challenges that have been faced. The project may include a mural if support is there, the project however has changing to be a welcoming and learning project for the community and the new residents*</td>
<td>On-going</td>
<td>Staff Support this change.</td>
<td>Staff both in Parks and Recreation and Development Services recognise there still needs to be education and bridges build in the community for the new housing project. They think this is a good way to address this need.</td>
<td></td>
</tr>
<tr>
<td>Family Services of Greater Vancouver</td>
<td>2 years</td>
<td>$5,000</td>
<td>1</td>
<td>FGIV Income Boosting Clinic - For those Living on Low Income</td>
<td>Host 3 Income Boosting Clinics in New Westminster in 2020 for low income households, newcomers, seniors, and other vulnerable individuals.</td>
<td>Launching a COVID-19 Money Navigator as an add-on to their current financial empowerment offering*</td>
<td>N/A</td>
<td>N/A</td>
<td>Staff Support this change.</td>
<td>This repurposing of the grant retains the original intent of the grant, to help low income individual access money that the government has made available to them.</td>
</tr>
<tr>
<td>My Art's Corner Society, BC</td>
<td>1 year</td>
<td>$1,000</td>
<td>2</td>
<td>2020 Braid Street Show</td>
<td>We will host a 1-day Art Show &amp; Sale at 100 Braid Street Studios in May 2020. Service artists with mental illness, make art be well.</td>
<td>Reserve $500 for show and $500 for remote programming for 25 artists to address issues of self-isolation*</td>
<td>N/A</td>
<td>May-20</td>
<td>Staff Support this change.</td>
<td>Staff support this repurposing of the money for the spring show to support the artists associated with this group, and individuals with mental illness often need to the most supports in isolated situations.</td>
</tr>
<tr>
<td>New West Artists Society (NWA)</td>
<td>2020</td>
<td>$2,700</td>
<td>2</td>
<td>Free Community Concerts</td>
<td>We would like to offer a FREE afternoon concert each Sunday of every month. Local music(s) will be featured, and we'll serve tea and cookies.</td>
<td>Support artists to rent gallery space</td>
<td>Various times</td>
<td>N/A</td>
<td>Staff do not support this change.</td>
<td>Event can be rescheduled.</td>
</tr>
<tr>
<td>New West Artists Society (NWA)</td>
<td>2020</td>
<td>$4,000</td>
<td>2</td>
<td>NWa Gallery on 12th Street with Manager</td>
<td>The grant committee did not approve the original grant for operating funds as the amount available would not provide funds to maintain the gallery for the year. The grant was awarded to help the organization to develop a business plan to build on their success.</td>
<td>Cover rent of the gallery</td>
<td>N/A</td>
<td>N/A</td>
<td>Staff do not support this change.</td>
<td>Original grant could move forward given the current restrictions in place and the grant commits original concerns are still valid.</td>
</tr>
<tr>
<td>New West Film Society</td>
<td>2020</td>
<td>$4,000</td>
<td>2</td>
<td>New West Film Fest 2020</td>
<td>New West Film Fest is dedicated to encouraging dialogue, promoting education, and providing entertainment, while ensuring our film festival remains accessible to marginalized groups who benefit from attending film screenings at the festival.</td>
<td>If can't go ahead in September, request that they can repurpose the money to an online festival, then, if not cancel*</td>
<td>N/A</td>
<td>Sep-20</td>
<td>Staff Support this change.</td>
<td>This repurposing is in keeping with the original intent of the grant to provide a film festival to the residents of the City</td>
</tr>
</tbody>
</table>
### Option 4 - Repurpose Grant

<table>
<thead>
<tr>
<th>Organization</th>
<th>Term 2020 Cash</th>
<th>Portfolio</th>
<th>Original Grant Name</th>
<th>Original Grant Summary</th>
<th>New Proposed Name</th>
<th>Date of Original Proposal</th>
<th>New Grant Submission</th>
<th>Staff Recommendation</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>New West Pride</td>
<td>Multi-year $8,625</td>
<td>2</td>
<td>Pride Parade</td>
<td>A week-long of LGBTQ+ events.</td>
<td>Global Pride</td>
<td>On-going</td>
<td>The Pride society plans on transitioning the festival on-line, leveraging international efforts to celebrate Pride in the summer but also to address social isolation in the community by developing an on-line lounge for gathering.&quot;</td>
<td>Staff Support this change.</td>
<td>This maintains the original intent of the grant to celebrate and bring people together and provides this community with tools to address social isolation</td>
</tr>
<tr>
<td>New Westminster Homelessness Society</td>
<td>3 years $16,000</td>
<td>1</td>
<td>NW Homelessness Coalition Coordination</td>
<td>Support the work of this volunteer-driven organization that relies on a coordinator to link to the City to its Affordable Housing strategic priority and provide broad-based supports from local non-profit organizations.</td>
<td>N/A</td>
<td>N/A</td>
<td>Coordinator has been supporting the Vulnerable Populations Taskforce as the Coalition rep, and working on COVID-19 communication to coalition members*</td>
<td>Staff Support this change.</td>
<td>This repurposing is completely in line with the intent of the original grant and helps extend the work of the City in this important area</td>
</tr>
<tr>
<td>Recovery Days</td>
<td>5 years $5,000</td>
<td>2</td>
<td>Recovery Days</td>
<td>One-day street festival to celebrate recovery</td>
<td>N/A</td>
<td>5-Sep</td>
<td>Turn the event into a virtual celebration with on-line performers based in the Anvil Centre</td>
<td>Staff Support this change.</td>
<td>This repurposing maintains the original intent of the grant, and supports the celebration of individuals who are recovering from addiction</td>
</tr>
<tr>
<td>Spirit of the Children Society</td>
<td>5 years $5,000</td>
<td>2</td>
<td>National Indigenous Day Event / Gathering</td>
<td>Spirit of the Children will partner with the City of New Westminster to present a gathering for the National Indigenous Day June 21.</td>
<td>Purchase a white board</td>
<td>Jun-20</td>
<td>The society has asked to change the festival grant into the purchase of a smart board to help facilitate on-line learning*</td>
<td>Staff do not support this change.</td>
<td>This grant is a partner to a Federal Government grant the city has received for National Indigenous Peoples Day. City resources were granted to Spirit of the Children for festival engagement rather than equipment. The Federal Government has asked Cities to reimagine NIPD and develop activities that take into account COVID-19 response. Staff would like to work with the organisation to reimagine engagement opportunities with this in mind.615</td>
</tr>
</tbody>
</table>
Attachment 5

Repurpose Grant Supplementary Information
Pride Festival

Pivoting this quickly is no easy task, especially as we started our planning in September. Last year we celebrated the 10th anniversary of New West Pride in conjunction with the 50th anniversary of the Stonewall Riots. It was a monumental year for us, so it is difficult to believe that we are re-evaluating our entire approach. Our mandate is to bring Pride to our amazing city as well connect our community. With that in mind we have made some decisions about moving forward which affects how we would like to repurpose our grant.

When we think about New West Pride we think of three main pillars: our Saturday street festival, our Pride Week, and our community partnerships. In considering how to move forward in a world where our street festival cannot occur, we have decided to lean into our other two pillars.

As a board we have considered what we have the capability to achieve and what role we play in our community. With only four months until our festival we need to be mindful about what we are able to effectively accomplish. We have decided on three events to fulfill needs in our community immediately and through the entirety of Pride Week in August.

The first event will be a weekly or biweekly digital hangout and connect. The LGBTQ+ community has a long history of creating safe spaces to connect and be ourselves, and we believe it is important for us to create this space for New Westminster. For now, we are calling this the New West Pride Lounge. We do, however, intend to use this space to actively engage the LGBTQ+ community in New Westminster about what their direct needs are in these uncertain times. This is how we will support our community right now.

Our second initiative looks to lean into what Pride means and participate in “Global Pride” presented by InterPride. Pride organizations around the world are tasked with bringing together and connecting millions of people. In New Westminster alone that was 30,000 people. We have expressed interest in joining this global initiative to bring New West Pride to the world, and are starting conversations with community partners to bring some local talent to the global stage. For your consideration I have attached the letter from InterPride outlining this event.

Lastly, our third initiative is New West Pride reimagined. Every year we bring you the street festival to connect our communities and bring amazing local talent to three stages. On top of this, we work with community partners and businesses to make an entire week come alive with Pride specific events. This year we are bringing you all of this in a digital
realm. We have joined teams from Orlando and Arizona to learn how to host Pride events digitally and live. We have learned what is possible and are taking the steps necessary to bring this to life in a short period of time. This possibility is still in its infancy but it is developing very quickly. Rather than a single day street festival we are looking at hosting events for an entire week with businesses and community support organizations. This will all still wrap up on Saturday with a digital Pride Event Spectacular. We recognize that our role in the community is to support and cultivate community, and we want to continue to bring that to the people and businesses of New Westminster. Additionally, we want to find ways to continue to support LGBTQ+ artists. Every year we spend $15,000 on entertainment which is a figure that many LGBTQ+ artists can no longer expect to see dispersed through the community. The best way to support our community is to create a space to continue to connect and bring amazing local LGBTQ+ talent to the forefront.

In repurposing our grant we will be able to support our community starting right away, as well as create an inclusive and accessible event which highlights the diversity of our city. I have attached our current working budget from the grant which we hope you will consider. Our city is special and uniquely diverse. Together we can.
Prides come together to organize ‘Global Pride’ amid COVID-19 cancellations

Pride organizations around the world have come together to organize a ‘Global Pride’ event on Saturday, 27 June, 2020, in response to the hundreds of Pride celebrations that have been cancelled or postponed because of the COVID-19 pandemic.

Global Pride will use online platforms to deliver a Pride in which everyone can participate, wherever they are in the world. It will include musical performances, speeches, and key messages from human rights activists. The event will be live-streamed, and people will be invited to join in the event from home.

InterPride and the European Pride Organisers Association – the world’s biggest international Pride networks – are working with national organizations in Canada, Germany, Sweden, the United Kingdom, and the United States of America, and regional networks in southern Africa, Asia, Oceania, and Latin America, to bring communities and Pride organizations together for this Global Pride event.

“We need community and connection more than ever,” said J. Andrew Baker, Co-President of Interpride. “This gives us an opportunity to both connect and celebrate the LGBTQIA+ community’s resilience in the face of this pandemic and the true spirit of Pride,” continued Baker. “Pride 2020 represents a milestone for Pride events, with many honoring the 50th
anniversary of their first gatherings and marches, such as New York to the first Gandhinagar Pride this year and we would not let that pass without recognition and celebration.”

Kristine Garina, President of the European Pride Organisers Association and Chair of Baltic Pride in Riga, Latvia, said: “The unprecedented challenges of COVID-19 mean that most Prides will not take place as planned in 2020, but we’re determined that this won’t stop us from coming together as a united, strong LGBTQIA+ community to celebrate who we are and what we stand for.”

“Global Pride will show the LGBTQIA+ movement for the very best it can be, showing solidarity at a time when so many of us are mourning and strength when so many of us are feeling isolated and lonely. Above all, we will show our resilience and determination that Pride will be back bigger and stronger than ever before.”

“For millions of people around the globe, Pride is their one opportunity each year to come together and feel a part of a community, to feel loved, connected and to know they aren’t alone. It’s essential this year that as Pride organizers, we ensure there is still the opportunity to connect, even if we are connecting from home.”

“Annual Pride events in the United States engage and unite 20 million people who gather to celebrate the strength and resilience of the LGBTQIA+ community and to raise awareness for social justice and equal rights of all individuals,” said Ron deHarte, Co-President of the United States Association of Prides. “Through the pain and disruption caused by the novel coronavirus, we will deliver a virtual message of hope, comfort, love and we will have an opportunity to show our appreciation to first responders everywhere.”

Ernie Yuen, President of CAPI and a member of the Global Pride organizing committee, said that more detail would emerge in the coming days and weeks, saying that the need to ‘respond urgently’ to this global crisis was key.

Uwe Hörner, a board member of CSD Deutschland [German Pride network], said: “Especially in these difficult times full of uncertainty and insecurity, we need to show visibility. Social distancing must not lead to the disappearance of diversity. We are happy to demonstrate with “Global Pride” to be part of a large community, and we want to send out a strong sign of solidarity and human rights.”

Jenny Dewsnap, Co-Chair of the UK Pride Organisers Network, said: “We are enormously proud that UK Prides will be a part of this global event. Our communities and our pride organizers now have something to look forward to this summer and a chance to be a part of this unique demonstration of worldwide solidarity and unity.”

Maria Jern, Vice-Chair of Svenska Pride [Swedish Pride network], said:” In these times, it is even more important that we can demonstrate the power and strength of a joint Pride celebration around the world. Let the rainbow flag light up the world.”
Dana Marsh, President of Fierté Canada Pride, said: “It’s easy to feel isolated right now, especially with so many of our local Pride celebrations announcing cancellations or new dates. Pride celebrations bring our communities together in a show of solidarity and unity. Now, more than ever, we need to be loud and proud!

Pride is not just a celebration, but a homage to our origins; the defiance and resistance against all systems of oppression. We acknowledge the intersections that join us in the global fight against homophobia, biphobia, transphobia, gender discrimination, racism, sexism, classism, and colonialism.

We must show that our global movement will persist, even when faced with new and unexpected challenges. Prides across Canada look forward to connecting with Two-Spirit/Indigenous, LGBTQIA+ communities from around the globe. Pride lives in us all.”

“For OLA (Orgullo Latinoamericano), the Regional Network of Latin American Pride organizers, this project, in particular, has encouraged us to work closer and join efforts from all over the Latino diaspora with the Global Pride Movement to deliver hope and solidarity for the LGBTQIA+ community”, said Emmanuel Temores, Co-Chair of OLA.

We are community and fight for solidarity and diversity as long as we can. Also, in times where we have to spread our voice online.
New West Pride Festival 2020 COVID19 Update - Budget

<table>
<thead>
<tr>
<th>Financial Plan</th>
<th>Budget</th>
<th>Actual</th>
<th>In-Kind</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of New West</td>
<td>$ 8,500.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Income: $ 8,500.00 $ -

Event Expense Allocation

<table>
<thead>
<tr>
<th>Event</th>
<th>Budget</th>
<th>In-Kind</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>New West Pride Lounge</td>
<td>$ 1,625.00</td>
<td></td>
<td>8 Events - local DJs, drag queens, hosts, music</td>
</tr>
<tr>
<td>Global Pride</td>
<td>$ 625.00</td>
<td></td>
<td>Partnership - LGBTQ+ senior storytelling prerecorded</td>
</tr>
<tr>
<td>New West Pride Week</td>
<td>$ 3,625.00</td>
<td></td>
<td>6 nights of entertainment/community support</td>
</tr>
<tr>
<td>New West Pride Digital Event</td>
<td>$ 2,625.00</td>
<td></td>
<td>Digital live event - local entertainment and groups</td>
</tr>
</tbody>
</table>

Total Expense $ 8,500.00 $ -
Queensborough Special Program Committee

I'm writing to clarify that the Queensborough Special Programs Committee will elect to take Options 1 or 4 regarding the grant for the Mazarine Lodge Mural Legacy Project (formerly entitled the Ewen Mural Legacy Project). This grant is a funding outlier in that it was awarded for the 2019 financial year but extended to 2020 due to the construction delays with the Mazarine Lodge supportive housing facility.

Given the closure of the QCC due to the COVID-19 pandemic, QSPC were unable to proceed with our exhibition on Community & Inclusion, in support of residents at the Mazarine Lodge. Under Option 1, depending on the outcome of Provincial restrictions, we can either proceed with our community engagement activities or invest the full grant amount into mural development. If, due to the pandemic, we are unable to undertake these activities in the 2020 calendar year, QSPC has elected to take Option 4 and use those grant funds to support skills development resources, as well as arts and culture activities at the Mazarine Lodge.
#togethernewwest campaign – proposal to repurpose community economic activator grant funding

Unfortunately, due to the COVID-19 pandemic, the Public Space Activation Program we had planned to implement this summer has been postponed to 2021. The goals of this program were to draw people to public spaces, to connect with one another, and to promote social inclusion. While some of this work may have been able to adapt, in speaking with our partners and the participants who submitted some amazing ideas, it was decided that now is not the time to continue it. Many people's lives and priorities have changed, and several of the participants have had to withdraw their submissions as a result.

Considering our situation, we have pivoted to a new idea that we believe will still contribute to improving life within the public realm, fostering social connection, promoting the economic viability of the city and discouraging vandalism and graffiti within the Downtown.

Our #togethernewwest campaign will highlight messages of hope and encouragement in the community, as well as support the small local businesses impacted by the COVID-19 pandemic.

#togethernewwest Goals:
- Encourage community healing with the message that we are all in this together
- Discourage vandalism and graffiti on store fronts
- Support the small businesses significantly impacted by a slowdown/shutdown of their operations

To kick off this campaign, what we propose is a series of window vinyls that will be installed in shops and storefronts along Columbia Street, Carnarvon Street, at River Market, Shops at New West and Columbia Square Plaza. With one cohesive graphic design, the vinyls will display messages of hope, support and connection as well as information on how to support the businesses in these areas.

Budget:
Vinyls & installation: $12,000 (200 vinyls X $60 each)
Graphic Design: $1000
BIA Staff Time: $2,500
Total: $15,500
We plan to build on this campaign over the summer by working with our partners on some online events, small scale public space activations (if and when it’s safe), and to continue spreading the message that we are #togethernewwest.

We would like to respectfully request that the funds previously granted to us for the Public Space Activation Program in the amount of $10,000 be redirected to this new program.

Without this funding we would not be able to kick things off and bring our partners together.

If the City of New Westminster would like input into the messaging, and/or if this could also be used as a tool to disseminate important information to the community around available support, we would be happy to work with City of New Westminster staff to appropriately serve both purposes.

For further information or questions please contact:
Kendra Johnston
Executive Director
kjohnston@downtownnewwest.ca
RECOMMENDATION

THAT Council grant an exemption from Construction Noise Bylaw No. 6063, 1992 to NAC Constructors Ltd to perform work for ten nights occurring between May 12, 2020 to June 30, 2020 to enable the tie-in of sewage flows to the new Sapperton Pump Station.

PURPOSE

The purpose of this report is to present an application from Metro Vancouver Liquid Waste Services for an exemption to the Construction Noise Bylaw to permit their contractor NAC Constructors Ltd to perform construction work that cannot be performed during permitted hours due to high sewer flows.

POLICY AND REGULATIONS

Construction Noise Bylaw 6063, 1992 restricts the time period when construction work is permitted. Construction activities that may create noise and negatively impact the surrounding community are only permitted between 7:00 AM and 8:00 PM on weekdays and Saturdays. Construction noise is not permitted on Sundays or on statutory holidays. The bylaw does, however, give Council the authority to grant exemptions.
BACKGROUND

The Sapperton Pump Station (PS) Replacement Project is considered a crucial upgrade to sewer flows in the Lower Mainland. Prior to the start of construction in late 2016, in-depth planning and coordination was completed with substantial community consultation and the consideration of project impacts on the community.

This project will take liquid waste using the completed Front Street Pressure Sewer connection commissioned in 2019 to the Annacis Island Waste Water Treatment Plant. It will result in the Sapperton PS sewer flows from New Westminster (via Sapperton Force Main connection), Coquitlam, North Burnaby, Port Moody, and Port Coquitlam being directed through the Front Street Pressure Sewer to the Annacis Island Waste Water Treatment Plant.

The completion of the Sapperton PS Replacement Project is scheduled for the end of 2020.

DISCUSSION

This noise bylaw exemption request is for the removal of a temporary bulkhead in the existing Sapperton PS wet well that was used to isolate sewage and create a dry side in the wet well for the construction of concrete works and appurtenances for the tie-in to allow sewage to flow to the new Sapperton PS wet well.

The temporary bulkhead is a structural steel framework supporting a wall of stacked 6 x 6 timbers. Removal of the temporary bulkhead will require chain saws, cutting torches and other tools to be used in the wet well. Since that work is occurring in the interior of the wet well, it should not be excessively loud outside and is not likely to disturb neighbourhood residents. Noise will likely result from equipment located and work occurring exterior to the wet well where there will be an enclosed low noise diesel generator, two low noise diesel pumps, and a vacuum truck. A crane will be used intermittently. There will be some engine and equipment noise from the vacuum truck and the crane.

The work needs to be completed at night and in dry weather when sewer flows are at the lowest levels. The Metro Vancouver Liquid Waste Services carefully monitors the upstream sewer system during the night work to ensure no sewage spill will result.

The requirement for dry weather makes this work difficult to schedule in advance and creates challenges in performing the work in a consecutive manner. For that reason, the requested exemption is for ten days and nights. This will provide a buffer if there is a spell of bad weather or unexpected problems with construction are encountered. Staff considers the requested exemption to be reasonable.
NAC Constructors Ltd is committed to completing the work as quietly as possible, and intends to make use of hoarding if necessary to further reduce the sound impact. The contractor has committed to the following noise mitigation measures:

- Ensure all equipment is in good operating order.
- Operate equipment at minimum engine speeds consistent with effective operation
- Educate and supervise construction personnel to ensure potential noises are minimized
- Avoid unnecessary idling, revving, use of airbrakes and banging of tail gates
- Turn off equipment when not in use
- Consider use of alternative back-up warning systems such as white noise reversing alarms instead of tonal beepers
- Locate stationary noise generating equipment as far away as possible from noise sensitive receivers

Metro Vancouver (Liquid Waste Services) will be distributing notices advising of upcoming work to residents and businesses in the following areas:

- 100, 200 and 300 Block of East Columbia St;
- 100 and 200 Block of Brunette Ave;
- 100 Block Miner St;
- 100 Block Debeck St;
- 100 and 300 Block Strand St;
- 100 Block Sapper St;
- 300 Block Alberta St (west side);
- 100 and 300 Block Cumberland St (both sides); and
- 4-10 Block Spruce St.

The map showing the project location and notification area is shown in Appendix A.

**OPTIONS**

There are two options to consider.

1. That Council grant an exemption from Construction Noise Bylaw No. 6063, 1992 to NAC Constructors Ltd to perform work for ten nights occurring between May 12, 2020 to June 30, 2020 to enable the tie-in of sewage flows to the new Sapperton Pump Station.

2. That Council provide staff with alternative direction.

Staff recommends option 1.
ATTACHMENTS

Appendix A: Notice Distribution Map

This report has been prepared by:
Nav Dhanoya, Construction Impacts Coordinator

This report was reviewed by:
Kim Deighton, Manager, Licensing and Integrated Services

Approved for Presentation to Council

Emilie K Adin, MCIP
Director of Development Services

Lisa Spitale
Chief Administrative Officer
Appendix A

Notice Distribution Map
Notice Distribution Map

Area of Construction Notification for Sapperton Pump Station project. (Area in Red is the pump station construction location and area in Blue is to be notified about the project.)
RECOMMENDATION

THAT  Council receive this report for information.

PURPOSE

The purpose of this report is to update Council on the physical distancing measures that have been implemented on City streets and that are being considered for implementation in the coming weeks.

BACKGROUND

In response to the COVID-19 pandemic, and in support of direction from Provincial Health Officer Dr. Bonnie Henry to practice physical distancing by maintaining 2 m distance from one another, and get outside for physical and mental well-being, temporary traffic control measures have been implemented or are being planned for several sidewalk, roadway, and greenway segments throughout the city.

EXISTING POLICY/PRACTICE

The Master Transportation Plan, Council’s 2019-2022 Strategic Plan, and the Climate Emergency Bold Steps prioritize walking, cycling and transit as the City’s highest priority modes of transportation. Measures that encourage sustainable transportation, and that enable
citizens to remain active in places that allow safe physical distancing in the public realm, support the health and well-being of New Westminster residents.

ANALYSIS/DISCUSSION

Throughout the month of April, staff have been working to implement temporary measures to ensure sufficient space for safe physical distancing while citizens move throughout the city. Staff have been following the guiding principles below in determining which locations should be prioritized:

1. Align our response with the MTP hierarchy of modes, whereby walking is prioritized, followed by cycling;
2. Prioritize locations where there is already a significant volume of people walking and/or cycling;
3. Prioritize locations where probability and consequence of collisions between motor vehicles and pedestrians and/or cyclists is greatest, including locations where the roadway has characteristics such as high motor vehicle volumes, sightline or alignment challenges, or higher rates of speed (i.e., due to speed limit or known propensity for speeding); and/or,
4. Prioritize locations where guidance or direction already exists through the MTP, an approved greenway or neighbourhood transportation plan or, a plan that is under development and nearing completion (e.g., Downtown, Uptown).

Since the Provincial orders and guidance documents were introduced, the following physical distancing measures have been implemented:

1. The northbound motor vehicle lane on McInnes Overpass was opened for walking and cycling, and closed to motor vehicles;
2. The traffic signals in Downtown, Uptown and Sapperton were reprogrammed to change automatically, such that pedestrians, cyclists and motorists no longer need to push a button or drive over a sensor to make the signal change;
3. Warning signs were installed on Quayside Drive and the 3rd Avenue overpass, to alert motorists to additional cyclists on the roadway due to the closure of the esplanade to cycling. In the meantime, rules regarding cycling on the esplanade were relaxed for small children;
4. The southbound curb lane on E Columbia Street at Lower Hume Park was closed to motor vehicles to improve conditions for people walking and cycling along the Central Valley Greenway;
5. The curbside parking spaces on the east side of Sixth Street, just south of Sixth Avenue, were reallocated to provide additional space for people to wait for the traffic signal to change, to manage the impact of queuing for adjacent businesses, and to pass one another on the sidewalk while maintaining appropriate physical distance.

Since implementation of the measures listed above, it has been noted through observations that the volume of walking and cycling traffic has been steady, and appears to be increasing.
in some locations. McInnes Overpass has been observed by staff, multiple times at various times of day, to have approximately the same number of motor vehicles as people walking or cycling. The Central Valley Greenway near Hume Park is well used, and appears to be experiencing an increase in volume of users since the changes have been implemented. The BC Parkway, including Quayside Drive and the Third Avenue overpass, is experiencing increased use.

Staff continue to review the daily Education and Enforcement Task Force reports to identify areas of potential concern, and continue to receive reports of locations that are experiencing crowding and/or safety concerns due to increasing numbers of people walking and cycling. Staff are actively conducting technical review and developing potential design solutions at the following locations:

1. Various locations Uptown, including several locations where parking could be reallocated to mitigate narrow sidewalk segments, particularly where permanent sidewalk cafes constrain the sidewalk;
2. Uptown - reallocation of curbside space along the length of Sixth Avenue, between Sixth Street and Seventh Street, which is narrow and experiencing a high number of pedestrians accessing Royal City Centre and other businesses, and the bus stops;
3. Carnarvon Street, between Eighth Street and McInnes Overpass, to become one way eastbound, to enable widening the south sidewalk, which has bus stops and is frequently obstructed by recycling and other waste carts;
4. Downtown-Uptown greenway route, from Carnarvon at Eighth Street to Fifth Street at Seventh Avenue - warning and speed limit signage for motorists, wayfinding, and potentially some traffic calming, to support cycling;
5. BC Parkway, from the overpass on Stewardson Way to Begbie Street, including the narrow sidewalk adjacent Southern Rail’s property between Fifth Avenue and Fifteenth Street, the Third Avenue overpass, and Quayside Drive - a variety of responses are being considered, including advisory bikes lanes on some portions of the corridor, additional traffic calming, alternating one-way managed by traffic control personnel during the busiest times for cycling and walking, and short-term closures of the southbound curb lane of Stewardson Way during the busiest times for cycling and walking.

In addition to the locations listed above, staff are aware of additional locations that may benefit from some improvements to maintain physical distancing. These are generally coincident with upcoming community plans or capital projects and include:

1. Central Valley Greenway at E Columbia Street, from Cumberland Street to Strand Avenue - to better support safe cycling, and space for distancing on the sidewalk;
2. Fourth Street, west sidewalk, from Royal Avenue to Columbia SkyTrain Station - widen the sidewalk, to support the high volume of transit users expected to return in the coming months;
3. Eighth Street, west sidewalk, from Columbia Street to Carnarvon - widen the sidewalk, particularly at the bus stop;
4. Sixth Street, from Seventh Avenue to NWSS - interim protected bike lanes;
5. Rotary Crosstown Greenway, Eighth Street to Fifth Street – additional signage and traffic calming to better support cycling.

In addition to the technical review that is underway for all locations, staff are also working on signs that will be installed to explain why the changes have been made, and to remind people to keep a distance of 2 m between one another and to follow Dr. Henry’s advice to “Be Kind, Be Calm and Be Safe” while doing our part to protect public health. Refer to Attachment 1. The City's website will also be updated with the locations that are being reviewed and modified, and a list of frequently asked questions (FAQ) will be posted as well, to provide additional information about the measures being implemented.

Staff anticipate that some of the measures being implemented will remain in place for several months, and potentially for more than a year. As a result, it will be necessary to replace the temporary traffic cones and signage with more durable materials. Research is being undertaken to enable us to source and implement “quick-build” solutions, including materials such as pavement markings, plastic bollards, and barriers. We are also considering a floating bus stop pilot to enable in-lane bus boarding in some locations, such as on Sixth Street, to provide space for protected bike lanes and wider sidewalks.

**SUSTAINABILITY IMPLICATIONS**

All of the measures described in this report support sustainable transportation.

**FINANCIAL IMPLICATIONS**

The approximate cost incurred to temporary traffic control measures to date is approximately $10,000. It is anticipated that it will cost an additional $20,000 to implement temporary traffic control at the remaining locations that are under review. To upgrade the current temporary measures to treatments that are more durable and suitable for longer term deployment it is estimated that it will cost up to $100,000, depending upon the treatment selected. This estimate does not include the cost to implement full lane closures or diversionary traffic calming. Further budget analysis is ongoing, but at this point staff anticipate that measures of limited complexity can be accommodated within existing capital and operating budgets. If more complex or intensive changes are implemented, including in-lane bus boarding, diversionary traffic calming, and lane closures, it will be necessary to reallocate funds within capital and operating budgets. To enable in-lane bus boarding, for example, the quick-build solution for a single bus stop curb extension is estimated to cost approximately $60,000.
There are operational and maintenance implications associated with all of the measures discussed in this report. Temporary measures require regular surveillance by Engineering Operations crews, replacement of damaged or missing equipment, production of signs, and additional time associated with maintaining street assets where temporary measures need to be temporarily moved or removed for street cleaning and other maintenance. Staff are developing estimates to better quantify the financial impact to operations and maintenance budgets.

**INTERDEPARTMENTAL LIAISON**

Staff have been working with the Education and Enforcement Task Force to identify locations where physical distancing is compromised due to narrow sidewalks or competing needs within a limited right-of-way. The Communications Department has provided advice and assistance in communicating changes to the public.

**OPTIONS**

There are two options presented for Council’s consideration:

1. That Council receive this report for information; or,
2. That Council provide alternative direction to staff.

Staff recommend Option 1.

**CONCLUSION**

Since physical distancing directives have been in place, staff has been working to implement temporary traffic control to enable physical distancing in the public realm. Several measures have been implemented already, including reallocation of the northbound motor vehicle lane of McInnes Overpass, and conversion of traffic signals to automatic pedestrian recall to eliminate the need for people to touch the pushbuttons, and several additional locations are under review.

**ATTACHMENTS**

Attachment 1 - Sample Information Sign

This report has been prepared by:
Lisa Leblanc, Manager, Transportation
Approved for Presentation to Council

Jim Lowrie, Eng.L, MBA
Director, Engineering Services

Lisa Spitale
Chief Administrative Officer

Agenda Item 176/2020
Attachment 1

Sample Information Sign
SAFE SPACE TO MOVE

2m

Be Kind  •  Be Calm  •  Be Safe

HELP PREVENT THE SPREAD OF COVID-19
SAFE SPACE TO MOVE

Be Kind  •  Be Calm  •  Be Safe

HELP PREVENT THE SPREAD OF COVID-19
SAFE SPACE TO MOVE

Be Kind • Be Calm • Be Safe

HELP PREVENT THE SPREAD OF COVID-19

NEW WESTMINSTER