

## **BURNABY PUBLIC LIBRARY BOARD**

### **AGENDA**

Regular Meeting

DATE: 2019 February 21 (Thursday)

PLACE: 3rd Floor Board Room  
Bob Prittie Metrotown Branch  
6100 Willingdon Avenue

TIME: 19:00h (7:00pm)

#### **Our dream is:**

***A welcoming community where all people can explore, learn and connect.***

#### **To realize our dream:**

***We empower the community to engage with and share stories, ideas and information.***

We are gathered on the traditional and unceded territories  
of the Musqueam, Squamish and Tsleil-Waututh nations.

#### **PAGE NO.**

1. Delegation – Elie Lubendo

2. **Motion** to receive agenda

3. Minutes

i) **Motion** to adopt the minutes of the regular meeting held 2019  
January 17 as circulated

**ENCLOSED**

ii) **Motion** to adopt the minutes of the Personnel Committee  
meeting held 2019 January 17 as circulated

**ENCLOSED**

4. Reports

i) Board Chair (verbal)

ii) Council Liaison (verbal)

iii) InterLINK Representative (verbal)

5. Items Requiring a Decision

i) Board and Committee Appointments

Purpose: For the Board to appoint a Vice Chair, InterLINK Alternate and  
members of standing committees.

ii) SFU United Way Community Identity Project \_\_\_\_\_

Purpose: To provide information about a survey on social isolation and connection and to seek permission for the research team to recruit participants outside the Metrotown Branch.

6. Items for Information

i) Declaration of Related Party Transactions \_\_\_\_\_

Purpose: To provide the Library Board with information on the Public Sector Accounting Board Standard on Related Parties.

ii) Burnaby Festival of Learning Funding \_\_\_\_\_

Purpose: To provide the Library Board with information on 3-year funding for the Burnaby Festival of Learning.

iii) Bob Prittie Metrotown Branch Renovations – Update \_\_\_\_\_

Purpose: To provide the Library Board with an update on planned renovations to the Bob Prittie Metrotown Branch.

iv) KAIROS Blanket Exercise Workshops \_\_\_\_\_

Purpose: To provide the Library Board with information on upcoming staff development sessions.

7. Report of the Chief Librarian

i) Retired Employees \_\_\_\_\_

Purpose: To provide the Library Board with information regarding staff who retired from 2018 July 1 to December 31

ii) Newspaper Clippings

SENT VIA DIGITAL  
AGENDA PACKAGE

Purpose: To provide the Library Board with information regarding media articles published in the past month that referenced the library.

8. Other Business

9. Next Library Board Meeting – 2019 March 21 at 7:00pm in the 3<sup>rd</sup> floor Board Room at the Bob Prittie Metrotown Branch, 6100 Willingdon Avenue.

10. Adjournment

**Motion** that the regular meeting adjourn and that the Board resolve itself into an in camera meeting from which the public is excluded to consider a patron ban and financial matters.



## Burnaby Public Library

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**TO:** CHAIR AND TRUSTEES  
BURNABY PUBLIC LIBRARY BOARD

**FROM:** CHIEF LIBRARIAN  
BURNABY PUBLIC LIBRARY

**DATE:** 2018 FEBRUARY 21

**SUBJECT:** SFU UNITED WAY COMMUNITY IDENTITY PROJECT

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### RECOMMENDATION:

**THAT** the Library Board permit a research team to recruit participants outside the Bob Prittie Metrotown branch for a survey on social isolation and connection.

### REPORT

#### Background

Section 3.11 of the Board Policy Manual states,

“The library will not permit outside agencies or individuals to personally solicit donations or petition library users on library premises except in special circumstances upon the approval of the Board.”

#### Current request

PhD research candidate Odilia Dys-Steenbergen is working with the Burnaby Neighbourhood House on the Metrotown area portion of a project to study social connection and isolation. The study is sponsored by Simon Fraser University and the United Way of the Lower Mainland and is attached for the Board's reference. The subject of the study is closely connected to BPL's broad strategic goal to *Connect with Community*. Staff recommend that Dys-Steenbergen be given permission to recruit participants outside the Bob Prittie Metrotown branch to participate in an online or print survey.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Beth Davies'.

Beth Davies  
CHIEF LIBRARIAN  
BURNABY PUBLIC LIBRARY



## STUDY DETAILS

### Community identity: Love where you live

Simon Fraser University & United Way of the Lower Mainland

<b>Principal Investigator:</b> Odilia Dys-Steenbergen, PhD candidate Department of Psychology Simon Fraser University <a href="mailto:odysstee@sfu.ca">odysstee@sfu.ca</a>	<b>Collaborator:</b> Mary Ellen Schaafsma, Director of Social Innovation & Research Community Impact & Investment United Way of the Lower Mainland <a href="mailto:MaryEllenS@uwlm.ca">MaryEllenS@uwlm.ca</a>
<b>Faculty Supervisor:</b> Dr. Stephen Wright Department of Psychology Simon Fraser University <a href="mailto:scwright@sfu.ca">scwright@sfu.ca</a>	

### General Research Project

The project consists of 3 studies examining community identity at a number of different neighbourhoods in Metro Vancouver from September, 2018 till May, 2019.

### Collaborators

The larger research project is sponsored by Mitacs Accelerate Program in partnership with the United Way of the Lower Mainland (UWLM) and involves an internship that is carried out in three different communities across Metro Vancouver: (1) Metrotown (South Burnaby), (2) Lower Lonsdale (North Shore) and (3) Richmond City Centre. The project has been developed in collaboration with Mary Ellen Schaafsma - director of social innovation and research at UWLM.

**Background.** There is growing interest in promoting social inclusion and social connection in urban settings across Canada. In recent years, Vancouver has adopted a number of approaches to strengthen community involvement, with varying degrees of success. One possible explanation for this variability is that current interventions may not sufficiently account for the role of group processes. The current research explores key social psychological processes that may influence the success of initiatives to enhance community cohesion and engagement. Our work is based on the well-researched social identity approach (Tajfel, 1978; Turner, 1982) which provides a framework for understanding when and why people will come to see themselves as a part of large and diverse social groups, like one's residential community. This approach also describes the importance of group identities in strengthening feelings of community connection and well-being, as well as willingness to contribute to the group. Thus, the current research features the concept of collective identity – the sense that my membership in a group is an important part of who I am (i.e., self-concept). The research aims to (1) examine residents' community identity, and (2) assess the relationships between community identity, well-being, social connection and neighbourhood involvement.

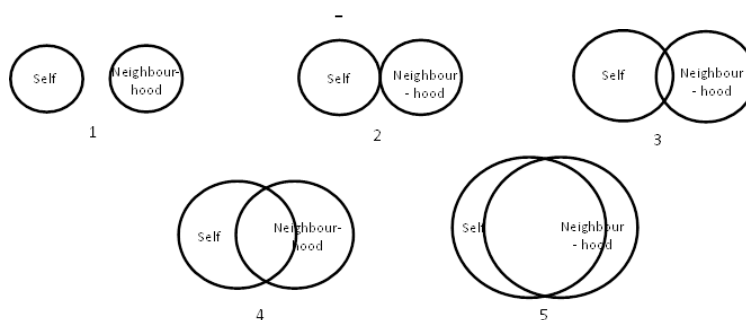
## Overview of Studies.

*Study 1* (completed) used focus group discussions to collect qualitative data on the nature of community identification and to inform Study 2 and Study 3. Community members were asked to discuss how they felt and thought about their neighbourhood.

### Summary of themes:

Each focus group was transcribed and screened for overarching themes to inform Study 2 and Study 3. Coding of the data, using thematic content analysis, will happen upon completion of all data collection. The current summary consists of themes that were shared among all three communities (Lower Lonsdale: North Shore Neighbourhood House – NSNH), Metrotown: South Burnaby Neighbourhood House – SBNH, and Richmond City Centre: City Centre Community Centre – CCCC).

- **Community Identity.** Across all focus groups most participants, with the exception of a few, indicated to feel connected to their community. An adapted version of the *Inclusion of Other in Self Scale* (IOS; Aron, Aron & Smollan, 1992) was used as a discussion tool to assess participants' identification with their neighbourhood – *Inclusion of Neighbourhood in Self Scale* (INS). The INS is a single-item measure consisting of a set of five pairs of circles, with one circle representing the self and the other the neighbourhood, that increase in their degree of overlap – more overlap indicates more neighbourhood connection and stronger community identification. Participants were asked to select the pair of circles that best describes their connection/relationship to their community. Most participants self-reported fairly high levels of community connection – on average scoring between “3” and “4”. It was felt that NSNH, SBNH and CCCC all helped facilitate connections between people.



*Inclusion of Neighbourhood in Self Scale (INS)*

- **Responses to Change.** Participants' strong community identity is very encouraging, especially in light of the changes that each of the communities is currently facing. The two main changes that were identified are an increase in (1) development and (2) cultural diversification. Participants' responses to these changes in their neighbourhood were both positive and negative. This ambivalence was shown by participants expressing their gratitude for some of the new community facilities, while also voicing their concern about the rapid rate of development at which the community is changing, as well as the lack of affordability. Though some participants expressed their appreciation for their community's increased cultural diversification, referring to their community as “vibrant” and “inclusive”, others mentioned that they felt that there was an increasing language barrier and a growing disconnect between different groups of people.
- **Community Resources.** The NSNB, SBNB, and CCCC were each seen as a central resource to their neighbourhood. Participants expressed gratitude for the services that NSNB, SBNB, and CCCC provide and helping to facilitate social connections between people – this seemed particularly relevant for those with children. Participants also appeared to appreciate the central location of their neighbourhood, the easy access to services and the available green space. In addition, it seems that each community had something special to offer to its' residents. In terms of more intangible resources, the majority of participants mentioned having at least some social connections with other residents in their neighbourhood; however, social isolation continues to be an issue for some participants as well. Social isolation may be attributed in part to an increase in vertical living and a growing cultural divide.

- **Community Investment.** Despite the changes to the community, overall participants seem connected to their community. Moreover, most participants seemed genuinely invested in their neighbourhood and want things to get (even) better. Participants' community involvement ranged from accessing community programs and services, to volunteering and working in the community. Ideas for more community involvement (i.e., contributing to the neighbourhood) were also discussed. Participants talked about what they could do themselves to connect with others in the community such as making a point of greeting one's neighbours, as well as the need for more community building, and a collective effort in organizing more regular community events to bring people together.

*Study 2* will start February, 2019 and involves a survey measuring community identity, community resilience, as well as personal well-being, community connection, and willingness to contribute to the community.

*Study 3* will be conducted in March/April, 2019, using an experimental survey design and including the same self-report measures as *Study 2*. However, at the beginning of each survey community members will be randomly assigned to read either a message that reinforces community identity or a neutral message that is unrelated to community identity.

### **Prospective Participant Information:**

For this project we are primarily interested in residents of each of the selected communities who are 19 years or older. With the help of our community liaisons (hosting agency) we aim to recruit a sample that is fairly representative of each of the selected communities.

### **Study Procedures**

Participants will be asked to either fill out a survey (1) on-line or (2) in-person (see below section for more details about participant recruitment).

- (1) Upon accessing the survey through their web browser, participants will first be presented with an electronic consent form, followed by two buttons that will allow them to proceed by consenting or not consenting to participate in the study. Those participants who select not agree will be routed to the final page of the survey. Participants who give consent will then complete a number of different measures and finish by completing some basic demographic information. Participants will also be asked for their name and contact information. All participants who choose to participate, including those who withdrew at the consent phase or while filling out the survey, will be able to provide their contact information and will be entered in a \$250 draw. After the draw, only one participant (the winner of the draw) as well as those participants indicating that they are interested in participating in a future community engagement program will be re-contacted by the researcher.
- (2) Upon being approached in-person, participants will first be presented with a hard copy of the consent form. Participants are asked to sign the consent form if they agree to participate in the study. Participants who give consent will be asked to complete a number of different measures and finish by completing some basic demographic information. Participants will also be asked for their name and contact information. All participants who choose to participate, including those who withdrew at the consent phase or while filling out the survey, will be able to provide their contact information and will be entered in a \$250 draw. After the draw, only one participant (the winner of the draw) as well as those participants indicating that they are interested in participating in a future community engagement program will be re-contacted by the researcher.

### **Participant recruitment**

Participants will be recruited either (1) on-line or (2) in-person.

- (1) Our community liaisons will be asked for approval to send a recruitment email to the members of their mailing list using the recruitment message provided by us. The email will indicate that participation is completely voluntary, that the survey will take between 10-15 minutes and that those who participate will be entered in a \$250 draw. Participants who decide to participate in the study will be instructed to access the survey directly from a link contained in the recruitment email.

The community liaisons will send this email on the researchers' behalf to their member list. The research team will never have access to the email lists used by the community liaisons. These email lists are not available to the general public, and the community liaisons who send out the recruitment emails are the owners of these lists.

A link to the online survey will also be emailed to members of organizations and agencies that work together with our community liaisons and that are likely to have an interest in completing this research. Executive members of these organizations, after having given their approval, will send the recruitment email on the researchers' behalf to the members of their mailing list. The research team will never have access to these email lists.

- (2) Participants will be approached in-person by a research assistant standing by a study booth/ holding a clipboard either in (a) the community liaison's facility (e.g., neighbourhood house/community centre) if approval is obtained, or (b) a public place in the three communities that are part of the project (i.e., Lower Lonsdale Area, South Burnaby, and Richmond City Centre). Participants will be told that participation is completely voluntary, that the survey will take between 10-15 minutes and that those who participate will be entered in a \$250 draw. Participants who decide to participate in the study will be given the survey.

Note: Community liaisons and associated organizations/agencies will be asked to provide a letter of approval to help facilitate participant recruitment for above listed options, except for option 2 b in which case no third party approval is necessary.

### **Maintenance of Confidentiality:**

Participants' informed consent will be kept separately from their survey data and these questionnaires will only be identified by participants' assigned number. The paper copies of the surveys will be kept in a locked room in the lab facilities of the faculty supervisor. The final anonymized data file will be stored electronically on secure servers housed at SFU for at least 7 years after completion of the project. Quantitative data from the demographics and follow-up questionnaire will be stored in an SPSS spreadsheet format (.sav), qualitative data from focus groups will be stored in Word document form (.docx). The only people with access to this server will be the principal investigator (Odilia Dys-Steenbergen), the faculty supervisor (Dr. Stephen Wright), and the research assistant responsible for data entering. The SFU server is password protected.

In line with current best practices in the scientific community, granting agencies, and psychological associations the final anonymized data will be preserved for future use in open science initiatives. Open science initiatives allow for researchers from different universities to share their data upon completion of studies, in an effort to stimulate further use and exploration of existing data sets. Data is uploaded to online repositories in the form of a computer software file. However, because this electronic data set will contain no information that would allow any participant to be identified, there is no risk to the privacy of the individual participant even if the data set was used by wider group of researchers.

All the data will be de-identified; therefore, the data set that will result from this study will be completely anonymized. Neither the quantitative or qualitative data will contain information that could allow any participant to be identified. Thus, there is no way that this data could ever pose a risk to the privacy of the individual participant even if the data were made available to a wider group of researchers through data repositories at SFU, federal granting agencies or psychological associations. Thus, in the event that the final data set must be made available to other researchers, we can assure the complete security of the privacy of all participants, as the data will be anonymized.

- (1) **On-Line Data Collection:** The survey will be hosted by Qualtrics. Although Qualtrics' servers are located in Canada, the company is US owned, and as such is subject to US laws included the US CLOUD Act and the US Patriot Act. These laws allow government authorities to access the records of host services and internet service providers. Participants will be informed of this in the consent form (see *Consent Form*) and if they choose to participate in the survey, they are acknowledging that they understand their responses could be accessed by government agencies in the US. If participants prefer not to submit their data through Qualtrics, they can decline participation.

The security and privacy policy for Qualtrics can be found at the following link:

<https://www.qualtrics.com/security-statement/>



As with any data that is transmitted via the internet, we cannot assure confidentiality during transmission. However, access to the data while on the Qualtrics server is limited to Dr. Stephen Wright, Odilia Dys-Steenbergen, the psychology department computer technicians, and graduate students in the IRSJ lab. Once downloaded, the data file will be stored on a secure server housed in the SFU psychology department on a local, password-protected computer. This local computer is housed in a locked room in Dr. Stephen Wright's Intergroup Relations and Social Justice lab, with access limited to people working in the IRSJ lab.

All data contained in the dataset will be identified only by an ID code number. However, we will also keep a separate contact list containing participants' names and contact information. This information is necessary to notify the winner of the \$250 draw and to contact participants about a future community engagement program. Once the data set has been downloaded, the contact list will be removed. The contact list will be stored separately from all survey data in a locked filing cabinet in Dr. Stephen Wright's Intergroup Relations and Social Justice lab, with access limited to people working in the IRSJ lab. Thus, during data collection all data will be kept confidentially but will not be completely anonymized. The contact list will be destroyed after the \$250 draw winner has been selected and after participants have been contacted about a future community engagement project. Once the contact list has been destroyed the data set will be completely anonymized. The data set will be kept for 2 years in accordance with SFU regulations.

- (2) **In-Person Data Collection:** See section above on "maintenance of confidentiality" regarding paper copies of survey data. All data contained in the dataset will be identified only by an ID code number. However, we will also keep a separate contact list containing participants' names and contact information. This information is necessary to notify the winner of the \$250 draw and to contact participants about a future community engagement program. Once the data set has been downloaded, the contact list will be removed. The contact list will be stored separately from all survey data in a locked filing cabinet in Dr. Stephen Wright's Intergroup Relations and Social Justice lab, with access limited to people working in the IRSJ lab. Thus, during data collection all data will be kept confidentially but will not be completely anonymized. The contact list will be destroyed after the \$250 draw winner has been selected and after participants have been contacted about a future community engagement project. Once the contact list has been destroyed the data set will be completely anonymized. The data set will be kept for 2 years in accordance with SFU regulations.

### **Data Analysis Plan**

The collected survey data will be entered into a computer program (SPSS) and submitted to descriptive statistics to consider trends and effects across the entire sample and subgroups within the sample. Inferential statistics will only be employed if eventual sample size suggests these analyses will not be underpowered. When findings resulting from the data are disseminated (e.g., through journal publications or conference presentations) no individual participants will ever be identified. Participants will be informed that a summary of results can be requested from the Principal Investigator Odilia Dys-Steenbergen.

### **Dissemination of Results:**

Results from this study will first be shared with the UWLM, primarily Mary Ellen Schaafsma, our community collaborator, as well as the UWLM's social planners and community partners involved in the project. Following this, plans will be made to host a public forum to present the study's findings in each of the communities where the research was conducted.

Once the results of this study have been properly and adequately disseminated to the relevant community stakeholders, they will also be formally written up as the basis of the principal investigator's (Odilia Dys-Steenbergen) Ph.D dissertation. Lastly, Odilia Dys-Steenbergen plans to submit the study for publication in an academic journal as well as a community paper.

### **Remuneration**

Participants will be given the option to be entered in a draw for \$250 and participants who will be approached in-person will also be offered a chocolate bar.



**Use of Deception**

The study involves no overt deception of participants. There will be only partial disclosure of the details of the specific research questions and hypotheses, as full knowledge of these could undermine the validity and integrity of the research.

**Risks and Benefits to Participants**

There are no foreseeable risks to participants in this project beyond what might be expected in every day life. While participants will be asked to discuss questions about how they feel and think about the neighbourhood they live in, it is unlikely that this discussion will be unfamiliar or unsettling to participants. Although these do involve some degree of self-disclosure to the research assistant and on anonymized surveys, we have no reason to believe that doing this offers any foreseeable risks or harms to the participant. For these reasons, we feel this study should be designated as “minimal risk”.

As a potential benefits, we anticipate that most participants will find the survey to be interesting. Participants may also gain new insights in how they think and feel about their neighbourhood.



## INTER-OFFICE MEMORANDUM

TO: MAYOR AND MEMBERS OF COUNCIL                      DATE: 2019 January 28  
BURNABY PUBLIC LIBRARY BOARD  
DIRECTORS  
MEMBERS OF MANAGEMENT COMMITTEE

FROM: DIRECTOR FINANCE                                      FILE: 7200-00

**SUBJECT: DECLARATION OF RELATED PARTY TRANSACTIONS INVOLVING  
KEY MANAGEMENT PERSONNEL**

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A new Public Sector Accounting Board (PSAB) Standard on Related Parties (PS 2200) came into effect for the City of Burnaby's 2018 fiscal year. This standard requires disclosure of material transactions between related parties that occur at a value other than fair value. To provide appropriate audit evidence to support the information required for disclosure for this respective standard, key management personnel are required to disclose their awareness of related party transactions. Key management for the City is defined as *Mayor, Members of Council, Members of Management Committee and Library Board Directors*.

Please review the attached form and answer the respective questions. Please return the signed form to Clerk's Office by 2019 February 01.



Noreen Kassam, CPA, CGA  
DIRECTOR FINANCE

NK /ml

Attachment: 1 – Declaration of Related Party Transactions Involving Key Management Personnel

Copied to: City Clerk

## DECLARATION OF RELATED PARTY TRANSACTIONS INVOLVING KEY MANAGEMENT PERSONNEL

The City of Burnaby complies with generally accepted accounting principles in the Public Sector Accounting (PSA) Handbook. These standards require disclosure of material transactions between related parties that occur at a value other than fair value. Fair value is the amount of consideration that is agreed upon in an arm's length transaction between willing parties under no compulsion to act.

A related party for the purposes of this disclosure include:

- entities within the governments reporting entity (i.e. City, Burnaby Public Library)
- **key management personnel** (Mayor, Council, Library Board Directors and Management Committee) and their **close family members** (i.e. spouse, parent, grandparent, grandchild, brother, sister, son or daughter) , and
- entities controlled by key management personnel or their close family members.

To provide appropriate audit evidence to support the information required for disclosure for this respective standard, key management personnel are required to disclose their awareness of related party transactions.

Please answer 'Yes' or 'No' to the following questions for the fiscal year ended December 31, 2018 to the best of your knowledge,

- are you aware of any transactions during the fiscal year between yourself and the City or Burnaby Public Library that occurred at a value different than fair value?  
☐ Yes ☐ No
- are you aware of any transactions during the fiscal year involving the City or Burnaby Public Library and a close family member that occurred at a value different than fair value?  
☐ Yes ☐ No
- are you aware of any transactions during the fiscal year involving the City or Burnaby Public Library and an entity controlled by you or a close family member that occurred at a value different than fair value?  
☐ Yes ☐ No

If you've answered yes to any of the above questions, please provide a brief description of the transaction(s) and the parties involved.

\_\_\_\_\_  
*Signature*

*Name:*

*Title:*

\_\_\_\_\_  
*Date signed*



Financial Management Committee  
c/o Office of the City Clerk

K. O'Connell, City Clerk  
B. Zeinabova, Deputy City Clerk

## INTER-OFFICE MEMORANDUM

TO: CHAIR AND MEMBERS  
PARKS, RECREATION AND CULTURE  
COMMISSION  
DATE: 2019 February 05

FROM: ADMINISTRATIVE OFFICER  
FILE: 2410-20

SUBJECT: **BURNABY FESTIVAL OF LEARNING FUNDING - 2019-2021**  
(ITEM 7(G), FMC REPORT, COUNCIL MEETING 2019 JANUARY 28)

Burnaby City Council, at the Open Council meeting held on 2019 January 28, received the above noted report and adopted the following recommendations contained therein:

1. THAT the Council receive this report for information.
2. THAT a copy of this report be forwarded to Matthew Grant, Director, Office of Community Engagement, Simon Fraser University, and the Burnaby School District for information.
3. THAT a copy of this report be forwarded to the Parks, Recreation and Culture Commission and the Burnaby Public Library Board for information.

As directed, a copy of the report is attached for your information.

A handwritten signature in blue ink that reads "Monica Macdonald".

Monica Macdonald  
Administrative Officer

**FINANCIAL MANAGEMENT COMMITTEE**

*HIS WORSHIP, THE MAYOR  
AND COUNCILLORS*

**SUBJECT: BURNABY FESTIVAL OF LEARNING FUNDING – 2019 - 2021**

**RECOMMENDATIONS:**

1. THAT Council receive this report for information.
2. THAT a copy of this report be forwarded to Matthew Grant, Director, Office of Community Engagement, Simon Fraser University, and the Burnaby School District for information.
3. THAT a copy of this report be forwarded to the Parks, Recreation and Culture Commission and the Burnaby Public Library Board for information.

**REPORT**

The Financial Management Committee, at its meeting held on 2019 January 22, received and adopted the attached report seeking Committee approval to use the Operating Gaming Reserve to support marketing and programming costs for the 2019, 2020, and 2021 weeklong Festival of Learning celebrations.

The Committee approved the use of \$50,000 from the Operating Gaming Reserve, and further recommended that this report be forwarded to the Parks, Recreation and Culture Commission, Burnaby Public Library Board, Simon Fraser University, and the Burnaby School District for information.

Respectfully submitted,

Mayor M. Hurley  
Chair

Councillor S. Dhaliwal  
Vice Chair

Copied to:	City Manager Assistant Director, Public Service, BPL Director Finance Director Parks, Recreation & Cultural Services
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**TO:** CHAIR AND MEMBERS  
FINANCIAL MANAGEMENT COMMITTEE **DATE:** 2019 JAN 11

**FROM:** BURNABY FESTIVAL OF LEARNING  
STEERING COMMITTEE **FILE:** 66000-20

**SUBJECT:** BURNABY FESTIVAL OF LEARNING FUNDING - 2019-2021

**PURPOSE:** To request 3-year funding for the Burnaby Festival of Learning

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**RECOMMENDATIONS:**

1. **THAT** the Financial Management Committee authorize the use of \$50,000 *each year* from the Operating Gaming Reserve to support marketing and programming costs for the Burnaby Festival of Learning for 2019, 2020 and 2021.
2. **THAT** the Financial Management Committee recommend Council receive this report for information.
3. **THAT** a copy of this report be forwarded to Matthew Grant, Director, Office of Community Engagement, Simon Fraser University, and the Burnaby School District for information.
4. **THAT** a copy of this report be forwarded to the Parks, Recreation and Culture Commission and the Burnaby Public Library Board for information.

**REPORT****1.0 INTRODUCTION**

The Burnaby Festival of Learning is a weeklong celebration of learning with events entering its fourth year and designed to inform, engage and spark creative conversations between diverse audiences. It is unique to Burnaby among BC municipalities. All events are free.

**2.0 POLICY SECTION****Goals**

- A Connected Community
  - Social connection –  
Enhance social connections throughout Burnaby



- Partnership –  
Work collaboratively with businesses, educational institutions, associations, other communities and governments
- An Inclusive Community
  - Celebrate diversity –  
Create more opportunities for the community to celebrate diversity
  - Create a sense of community –  
Provide opportunities that encourage and welcome all community members and create a sense of belonging
- Lifelong learning –
  - Improve upon and develop programs and services that enable ongoing learning

### **3.0 BACKGROUND**

The 2016, 2017, and 2018 Festivals offered strong programs celebrating learning and community engagement in Burnaby and strengthened the partnership between SFU and the City of Burnaby. The Festival has completed three successful years of steady growth by presenting a diverse and interesting program of learning opportunities for Burnaby residents of all ages. Over 17,000 people attended 46 programs between May 6 and 12 in 2018, a 69% increase in attendance and a 32% increase in the number of events offered over the 2017 Festival.

Exploration Day at SFU is held during the Festival week and offers Burnaby secondary school students a full day of lectures and demonstrations to engage their interest in higher learning. 48 classes were offered to the 270 students who attended.

Shadbolt Centre for the Arts, the Burnaby Art Gallery, Burnaby Public Library and the Burnaby Village Museum offered their own programs and hosted SFU programs. In total, City of Burnaby facilities hosted roughly half of the main program events. Topics included visual arts, science, literature, history, and technology.

Four new partners joined the Steering Committee in 2018: Burnaby Neighbourhood House, Burnaby Family Life, Burnaby Intercultural Planning Table, and the BC Institute of Technology. Two more partners are joining the team in 2019: MOSAIC and Burnaby Community Services. These partners are helping to expand and diversify not only the events offered and audiences that will attend, but also the pool of available venues for the events. Council's generous funding of marketing and program support in 2018 allowed the Festival to assist community groups in offering events that explored topics of interest to the community such as racism and parenting.

A separate detailed request for free venues has been sent to the Parks, Recreation and Cultural Services Commission and presentations about the 2018 Festival have been made to the Simon Fraser University-City of Burnaby Liaison committee, the Library Board, and City Council.

#### **4.0 BUDGET**

Simon Fraser University has committed \$100,000 for each of the next three years that would support a full-time Project Manager, a part-time seasonal Project Assistant, and steering committee and administrative expenses.

The City of Burnaby's \$50,000 from the Operating Gaming Reserve would be allocated roughly as follows (based on 2018 actual expenses):

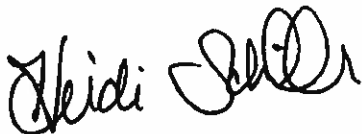
- \$20,000 for marketing and promotion
- \$23,000 for programming and logistical costs (with the intent of continuing to keep events free to participants)
- \$7,000 to host a standalone opening reception

*See Appendix A* attached for revenues and expenditures for the 2018 Festival.

#### **5.0 CONCLUSION**

We are requesting that the City of Burnaby continue to support this valuable partnership with Simon Fraser University, the Burnaby School District and a growing number of community partners to celebrate learning and to spark conversations between diverse audiences at the Burnaby Festival of Learning. We would also request that the funding be approved for 3 years to offer stability in planning year to year.

The \$50,000 from the Operating Gaming Reserve each year for the next three years will allow the Festival to support our community partners in continuing to expand and diversify Festival offerings to reach more Burnaby residents.



Heidi Schiller  
Assistant Director, Public Service  
Burnaby Public Library  
Co-Chair, Burnaby Festival of Learning Steering Committee

:dt

Copied to: City Manager  
Director Finance  
Director Parks, Recreation & Cultural Services

## APPENDIX A – Burnaby Festival of Learning Budget 2018

### REVENUES

SFU Office of Community Engagement	100,000
City of Burnaby	50,000

<b>TOTAL</b>	<b>\$150,000</b>
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### EXPENSES

<b>MARKETING</b>	<b>\$20,263.13</b>
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<b>Advertising</b>	<i>Ads in newspapers, Google, bus shelters, etc</i>	13,636.99
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<b>Collateral</b>	<i>Program Guides, signage, posters, etc</i>	6,626.14
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<b>PROGRAM &amp; LOGISTICS</b>	<b>\$32,078.46</b>
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PechaKucha (Vol. 1, Vol. 2, Vol. 3, Vol.4)	6,500.00
<i>(Shadbolt and Burnaby Neighbourhood House)</i>	

SFU Exploration Day <i>(SFU)</i>	6,410.13
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All other program supports	19,168.33
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<b>SUPPORT</b>	<b>\$97,383.67</b>
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Project Manager	86,000.00
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Community Ambassador Program	6,734.92
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Assistant Designer	2,500.00
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Event & Marketing Assistant II	2,148.75
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<b>TOTAL</b>	<b>\$149,725.26</b>
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**TO:** CHAIR AND TRUSTEES  
BURNABY PUBLIC LIBRARY BOARD

**FROM:** ASSISTANT DIRECTOR, COLLECTIONS & TECHNOLOGY  
BURNABY PUBLIC LIBRARY

**DATE:** 2019 FEBRUARY 21

**SUBJECT:** WASHROOM RENOVATIONS, BOB PRITTIE METROTOWN BRANCH

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### **RECOMMENDATION:**

**THAT** the Board receive the following report for information.

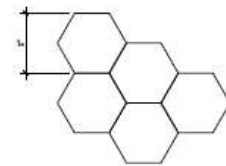
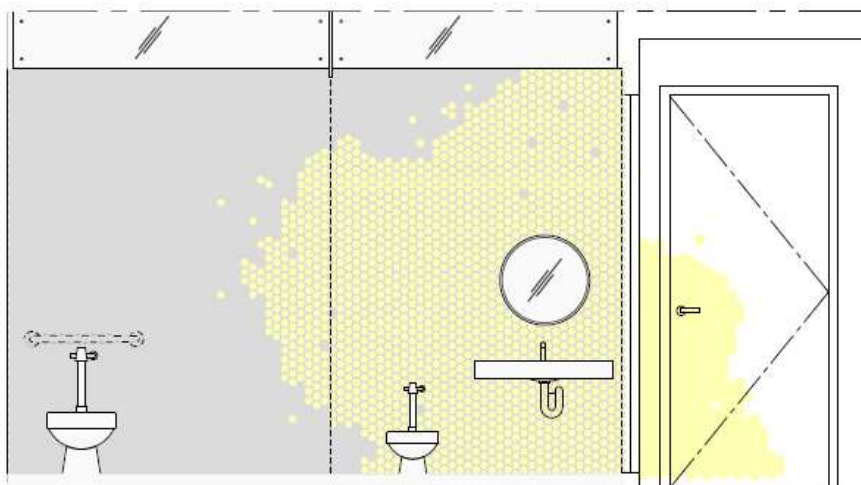
### **REPORT**

Bob Prittie Metrotown Branch washroom renovations are expected to begin in March 2019. The renovations include:

- (a) Updates to two existing family washrooms. The washrooms will receive new fixtures, and will see the addition of accessibility features, baby change tables and chairs for nursing mothers.
- (b) The conversion of an existing parents' room to a universal washroom. The space currently includes a counter, sink and chair. The room will become a fully functioning accessible washroom, with toilet, sink and baby change table, and will be open to everyone.
- (c) New flooring and wall treatments in the hallway leading to the three washrooms, and accessible, gender-neutral signage.

Some disruption is anticipated during the approximately eight-week construction period. Contractors are expected to access the washrooms via the adjacent program room on the first floor of the library. The room is temporarily unavailable for community room bookings, and some library programs will likely be moved to the second floor during construction. The library has asked that the noisiest work happen outside open hours.

Architect's renderings of the family washrooms:



Trish Mau

Trish Mau  
ASSISTANT DIRECTOR, COLLECTIONS & TECHNOLOGY  
BURNABY PUBLIC LIBRARY



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**TO:** CHAIR AND TRUSTEES  
BURNABY PUBLIC LIBRARY BOARD

**FROM:** CHIEF LIBRARIAN  
BURNABY PUBLIC LIBRARY

**DATE:** 2019 FEBRUARY 21

**SUBJECT:** KAIROS BLANKET EXERCISE WORKSHOPS

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### RECOMMENDATION:

**THAT** the Library Board receive this report for information.

### REPORT

As part of our 2019-2022 Strategic Plan, BPL has committed to deepen our learning of the principles of Truth and Reconciliation. To support this goal, we will be hosting four KAIROS Blanket Exercise Workshops in April for staff – one at each branch. These workshops promote reconciliation through education and understanding. Trustees are also encouraged to attend.

From KAIROS Canada:

*“The KAIROS Blanket Exercise™ program is a unique, participatory history lesson – developed in collaboration with Indigenous Elders, knowledge keepers and educators – that fosters truth, understanding, respect and reconciliation among Indigenous and non-indigenous peoples.*

*The KAIROS Blanket Exercise (KBE) covers more than 500 years in a 90-minute experiential workshop that aims to foster understanding about our shared history as Indigenous and non-Indigenous peoples. During the KBE, participants walk on blankets representing the land and into the role of First Nations, Inuit and Métis peoples by reading scrolls and carrying cards which ultimately determine their outcome as they literally ‘walk’ through situations that include pre-contact, treaty-making, colonization and resistance. Participants are guided through the experience by trained facilitators (who read the script and assume the roles of European explorers and settlers) and Indigenous Elders or knowledge keepers. The Exercise concludes with a debriefing, conducted as a ‘talking circle’, during which participants*

*discuss the learning experience, process their feelings, ask questions, share insights and deepen their understanding.”*

The workshops will take place in the afternoon on the following days:

Monday	April 1	Cameron	Hemlock Room
Tuesday	April 9	McGill	Program Room
Friday	April 12	Metrotown	Multipurpose Room
Friday	April 26	Tommy Douglas	Children’s Room

Lunch will be served at noon, and the workshop will take place from 1:00pm to 4:00pm.

More information on the KAIROS Blanket Exercise Workshop is attached.



Beth Davies  
CHIEF LIBRARIAN  
BURNABY PUBLIC LIBRARY





Canadian Ecumenical  
Justice Initiatives /  
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la justice

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Amérique du Nord  
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Le fonds du Primat pour le secours  
et le développement mondial

310 Dupont Street, Suite 200  
Toronto Ontario  
Canada M5R 1V9  
tel: 416.463.5312  
toll-free: 1.877.403.8933  
[www.kairoscanada.org](http://www.kairoscanada.org)

# KAIROS BLANKET EXERCISE WORKSHOP

## About the KAIROS Blanket Exercise

The KAIROS Blanket Exercise is an experiential teaching tool based on participatory popular education methodology and the major themes and findings of the 1996 *Royal Commission on Aboriginal Peoples*. Participants step onto blankets representing the land, and into the role of First Nations, Inuit and later Métis peoples. Facilitators read the script and assume the role of Narrator and European explorers and settlers.

The exercise builds awareness and understanding of our shared history as Indigenous and non-Indigenous peoples in Canada by having participants literally walk through situations that include pre-contact, treaty-making, colonization and resistance. Participants are drawn into their roles by reading scrolls and carrying cards which ultimately determine their outcomes. By engaging on an emotional and intellectual level, the KAIROS Blanket Exercise effectively educates while increasing empathy. It reaches both the mind and the heart. It is contributing to a movement for reconciliation through education across the country.

What others have said:

*"The Blanket Exercise is an excellent means of educating Canadians about the history of this land. The AFN is proud to partner with KAIROS Canada to heighten awareness and reconciliation through this very important and powerful activity."*

—Assembly of First Nations

*"The Blanket Exercise is essential and serves as a community tool that links participants with the past, increasing their knowledge of what took place and how it needs to be understood. From this experience, the participant can draw their own conclusions on how to move forward with reconciliation."*

—Indigenous & Northern Affairs Canada employee

*"I found the Blanket Exercise to be a very unique and personal way to experience key moments in the history of Indigenous people in Canada. The way that historical facts about the Indigenous experience in Canadian history were personalized for the participants was truly profound. By engaging the participants in this way, the challenges, losses and triumphs of Indigenous people in Canada were felt in each participant's heart. Their struggles became ours, their pain became ours and we also felt their strength and resilience. The support of the Elder in helping the participants deal with what they were feeling was very special. This was truth and reconciliation personified and personalized in a way that I have never seen or felt in quite the same way before, when I was simply an observer. It was a very valuable experience"*

—Canadian Human Rights Commission employee

*"Every student in Canada should experience the Blanket Exercise"*

—Justin Trudeau, Prime Minister of Canada



Canadian Ecumenical  
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canadiennes pour  
la justice

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Canadian Religious Conference  
Christian Reformed Church in  
North America (Canada Corporation)  
Evangelical Lutheran Church  
in Canada  
Mennonite Central Committee  
Canada  
The Presbyterian Church in Canada  
The Primate's World Relief and  
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The United Church of Canada

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de la Société religieuse des Amis  
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L'Église presbytérienne au Canada  
L'Église réformée chrétienne en  
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[www.kairoscanada.org](http://www.kairoscanada.org)

# Hosting the KAIROS Blanket Exercise

**A teaching tool to share the historic and contemporary relationship  
between Indigenous and non-Indigenous peoples in Canada.**

## About the Blanket Exercise:

The KAIROS Blanket Exercise is an experiential teaching tool based on participatory popular education methodology, and the major themes and findings of the 1996 *Royal Commission on Aboriginal Peoples*. Participants step onto blankets representing the land, and into the role of First Nations, Inuit and later Métis peoples. Facilitators read the script and assume the role of European explorers and settlers.

The exercise builds awareness and understanding of our shared history as Indigenous and non-Indigenous peoples in Canada by having participants literally walk through situations that include pre-contact, treaty-making, colonization and resistance. Participants are drawn into their roles by reading scrolls and carrying cards which ultimately determine their outcomes. By engaging on an emotional and intellectual level, the KAIROS Blanket Exercise effectively educates while increasing empathy. It reaches both the mind and the heart. It is contributing to a movement for reconciliation through education across the country.

**Duration:** 2 hours minimum, 3 hours preferred to accommodate a full talking circle.

**Capacity:** 25 to 60 participants is ideal, but any size group can be accommodated. A minimum of 15 participants is required.

**Language:** The KAIROS Blanket Exercise is available in English and in French, and as a bilingual experience.

**Fee:** Please contact us to discuss the fee.

**KAIROS provides:** the facilitation team (2-3 people) and all supplies.

**The host provides:** a large open space surrounded by a circle of chairs (one for each participant, and facilitators); a microphone if the group is larger than 40 people.

**Elders:** It can be a good idea to have an Elder to open and close, and to provide participants with additional cultural and health support, if required. If your organization or department works with an Elder, you may wish to invite them to be part of this session. KAIROS can also arrange for an Elder at an additional cost.

For more information, please visit [kairosblanketexercise.org](http://kairosblanketexercise.org) or contact Ed Bianchi at [ebianchi@kairoscanada.org](mailto:ebianchi@kairoscanada.org) or 613-235-9956 x 221.



## Burnaby Public Library

### CHIEF LIBRARIAN'S REPORT

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**TO:** CHAIR AND TRUSTEES  
BURNABY PUBLIC LIBRARY BOARD

**FROM:** CHIEF LIBRARIAN  
BURNABY PUBLIC LIBRARY

**DATE:** 2019 FEBRUARY 21

**SUBJECT:** RETIRED EMPLOYEES 2018 JULY 1 TO DECEMBER 31

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#### **RECOMMENDATION:**

**THAT** the Library Board receive this report for information.

#### **REPORT**

As per Library Board policy, the following staff member – having a minimum of fifteen years of service – received a gift upon her retirement equaling approximately \$25 per year of service:

##### Alison Stenson

Alison began with Burnaby Public Library in November 1998. She worked as a Library Clerk 2 at the Kingsway, Metrotown and McGill Branches. After 20 years of service, Alison retired on 2018 October 31.

A handwritten signature in blue ink, appearing to read 'Beth Davies'.

Beth Davies  
CHIEF LIBRARIAN  
BURNABY PUBLIC LIBRARY