

## BURNABY PUBLIC LIBRARY BOARD

### AGENDA

Regular Meeting

DATE: 2022 March 17 (Thursday)

PLACE: via Zoom

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

CHAIR: Sarah Bartnik

#### *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 would like to recognize we are on the ancestral and unceded homelands of the hən̓q̓əmi̓n̓əm and Skwxwú7mesh speaking peoples, and to extend appreciation for the opportunity to hold a meeting on this territory.

PAGE NO.

1. Motion to receive agenda

2. Minutes (5 minutes incl. agenda)

i) Motion to adopt the minutes of the regular meeting held 2022 February 17 as circulated

ENCLOSED

3. Reports (10 minutes total)

i) Board Chair (verbal)

ii) Council Liaison (verbal)

iii) InterLINK Representative (verbal)

4. Items for Decision

i) Anti-Racism (20 minutes)

1-2

Purpose: To provide the Library Board with information on the Library's Anti-Racism Commitments, to seek approval of expenditures from the Endowment Fund, and to seek approval in principle for closure of library branches for staff training.

ii) 2021 Provincial Grants Report (10 minutes)

**3-12**

Purpose: To seek Library Board endorsement of the report.

iii) Policy Updates – Donations and Sponsorships (5 minutes)

**13-15**

Purpose: To seek Library Board approval of the changes to the policy.

5. Items for Information

i) 2022 UBCM Resolutions

**16-23**

ii) Temporary Cameron Space (verbal)

6. Other Business

7. Next Library Board Meeting – 2022 April 21 via Zoom.

8. Adjournment

**Motion** that the regular meeting adjourn.

**BURNABY NOW SENIORS DIRECTORY**

February 24





# Burnaby Public Library

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

**FROM:** CHIEF LIBRARIAN  
BURNABY PUBLIC LIBRARY

**DATE:** 2022 MARCH 17

**SUBJECT:** ANTI-RACISM

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## RECOMMENDATIONS:

**THAT** the Library Board approve spending of \$17,000 from the Library Endowment Fund on conflict engagement training for senior staff.

**THAT** the Library Board approve spending of \$25,000 from the Library Endowment Fund on anti-racism training for all staff.

**THAT** the Library Board approve in principle a closure of each library branch for one day in May or June on a rotating basis to facilitate anti-racism staff training.

## REPORT

### Background

In early 2021, BPL hired consultants Camille Dumond and Melanie Matining to conduct an anti-racism climate audit. The consultants met with library staff and trustees in group and individual meetings, and also received feedback from staff in writing. The Anti-Racism Climate Audit was shared with staff and board in July 2021.

### Anti-Racism Commitments

On March 3, BPL shared Anti-Racism Commitments with staff. All staff received a print copy of a booklet containing the Anti-Racism Commitments, and these have also been mailed to BPL trustees. The starting place for developing these commitments was through stories shared by staff and the consultants' recommendations presented in the audit. The commitments were further developed through conversations with staff, including members of senior staff and the leads of the Anti-Racism, Indigenous Initiatives, and Transgender Inclusion working groups.

From March 14 to 29, BPL will hold facilitated conversations with staff to discuss the commitments and lay the groundwork for the work to come in 2022.

### Work in Progress

Much of the work of becoming an anti-racist organization begins in 2022, and many of the commitments and actions are reflected in BPL's 2022 Operating Plan, which was shared with the Board in February. Some specific work has already started, including:

- Two exempt managers have been hired under the BC Human Rights Commission's Special Program, where all exempt positions are posted and hired as BIPOC-preferred.
- The Board approved and launched the revised Picard Trust awards, with two \$2,500 awards for library school students who identify as Indigenous, Black or a person of colour.
- Senior staff training in conflict resolution was delivered in November 2021. Further training is planned for April and May 2022, focused on increasing leaders' capacity to work with differences in a group and turn destructive conflict into creative tension. This training will be delivered by Camille Dumond, one of the consultants hired for the Anti-Racism Climate Audit, and will focus on difficult conversations about racism. The cost for this training is \$17,000. In February 2020, the BPL Board decided that any single expenditure of more than 25% of the previous year's endowment fund interest be brought to the Board for decision. The interest in 2021 was \$46,762.

**Recommendation: that the Library Board approve spending of \$17,000 from the Library Endowment Fund on conflict engagement training for senior staff.**

- All staff training is being planned for May or June. This one-day training is designed to give all staff foundational knowledge about racism and anti-racism, and to move into conversations about racism and anti-racism. In order to maximize staff attendance, board approval is being sought for the closure of each of BPL branches for one day, on a rotating basis.

**Recommendation: that the Library Board approve in principle a closure of each library branch for one day in May or June on a rotating basis to facilitate anti-racism staff training.**

Estimated costs for this training is \$25,000. In February 2020, the BPL Board decided that any single expenditure of more than 25% of the previous year's endowment fund interest be brought to the Board for decision. The interest in 2021 was \$46,762.

**Recommendation: that the Library Board approve spending of \$25,000 from the Library Endowment Fund on anti-racism training for staff.**

As we move forward with this anti-racism work, there will be opportunities for staff to participate further in the process, through direct feedback, through group conversations, and through the work of the individual commitments. Staff are being invited to reflect on what the anti-racism commitments mean to them, and to think about how they might want to be involved as the work progresses.



Beth Davies  
CHIEF LIBRARIAN  
BURNABY PUBLIC LIBRARY



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

**FROM:** CHIEF LIBRARIAN  
BURNABY PUBLIC LIBRARY

**DATE:** 2021 MARCH 17

**SUBJECT:** 2021 PROVINCIAL GRANTS REPORT

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**RECOMMENDATION:**

**THAT** the Board endorse the 2021 Provincial Grants Report

**REPORT**

Each year, the Burnaby Public Library receives grants from the Province of British Columbia, currently through the Ministry of Municipal Affairs. In 2021, these grants amounted to \$470,080. One of the conditions of receiving these grants is that we must submit an annual Provincial Library Grants Report, and that this report be endorsed by the Board. The information we provide in the grants report is used in part to demonstrate the value of public funds in relation to the priorities of the Provincial government and to provide valuable information, which will be used towards the Libraries Branch annual report. The report is attached.

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

Beth Davies  
CHIEF LIBRARIAN  
BURNABY PUBLIC LIBRARY

## 2021 PROVINCIAL PUBLIC LIBRARY GRANT REPORT (PLGR)

### LIBRARY NAME

Burnaby Public Library

### CHECKLIST

For the PLGR to be considered complete, please ensure you have provided information for each of the following sections. Suggested word counts have been included for each question, but feel free to include more or less text as needed – text boxes will expand as you type. Click on a title in the list below to jump to that section of the document.

- [1. INTRODUCTION - LIBRARY AND COMMUNITY PROFILE](#)
- [2. MAJOR PROJECTS/PROGRAMS](#)
- [3. KEY CHALLENGES](#)
- [4. SUBMISSION AND APPROVAL](#)

### 1. INTRODUCTION - LIBRARY AND COMMUNITY PROFILE

**Provide a brief description of the community and library, focusing on what has changed in the past year (up to 500 words).**

Burnaby is located on the ancestral and unceded homelands of the Skwxwú7mesh and hə́nqəmiṅəm speaking people. Burnaby is a racially diverse community within a rapidly growing metropolitan area: Burnaby's population increased by 7% from 2016 to 2021, and 249,125 people now call Burnaby home.

- From 2011 to 2016, Burnaby's senior population grew by 19%;
- Burnaby's Indigenous population grew by 27% in the same time-period.

More Burnaby residents are immigrants than are non-immigrants:

- In 2016, just over 50% of Burnaby residents were immigrants;
- 14.1% of Burnaby's population immigrated to Canada during the previous 10 years;
- A majority of Burnaby residents (56.4%) have a mother tongue other than English, and 34.6% most often spoke a language other than English or French at home.

Burnaby Public Library empowers the community to engage with and share stories, ideas and information. Our dream is a welcoming community where all people can explore, learn and connect. Our four library branches offer books, magazines, DVDs, audiobooks and other materials in a dozen different languages. Through [www.bpl.bc.ca](http://www.bpl.bc.ca), Burnaby residents can download free e-books and audiobooks, stream independent films and music, and access online magazines and newspapers. BPL's branches are important public spaces, meeting places and centres for discovery and dialogue. We provide access to computers and Wi-Fi, and our expert staff help people access the information that they need for work and study, and to navigate essential services online. Library staff work outside our branches too. The Home Library and Accessible Service Department provides personalized service and an exclusive collection of library materials to patrons who are unable to come to our branches due to health reasons or a physical disability; we visit private residences, care facilities, assisted living spaces and other institutions, and through services such as NNELS offer materials in alternative formats to clients who are print-disabled.

BPL engaged consultants in 2021 to conduct an Anti-Racism Climate Audit of the library. The library has developed anti-racism commitments arising from this work, and this work will be a major priority in 2022. BPL is a key partner at various community tables, including the Burnaby Intercultural Planning Table, the Burnaby Interagency Council, and the Burnaby Primary Care Network.

Over the past few years, the City and BPL have been building relationships with local First Nations and urban Indigenous peoples, and the Burnaby Village Museum produced an award-winning [Indigenous History in Burnaby Resource Guide](#).

## 2. MAJOR PROJECTS/PROGRAMS

Please describe any new or major ongoing projects/programs the library has delivered in the past year. To report on multiple projects/programs, “copy” the blank table below and insert additional tables as needed using the “paste” function. Use one table per project/program.

<b>Project/Program Name</b>
<b>Removing Barriers through Community Work</b>
<b>Provide a brief description of the activities involved in this project/program.</b>
In 2021, BPL shifted staffing and other resources from in-branch service to community work. BPL created a new position of Manager, Community Development and added three new community librarian positions. The mandate of this team is to deliver service through an equity lens to community members that face barriers to library services. While this work was planned before the COVID-19 pandemic, lessons learned and connections made during COVID strengthened the work. Removing barriers also happens in library locations. Staff have developed principles and training that reduces ID requirements for getting a library card, with particular emphasis on getting trans patrons and Indigenous names right, and in 2020 the BPL Board removed late fines.
<b>How does this project/program support the library’s strategic goals and/or community?</b>
The first goal in BPL’s Strategic Plan is Connect with Community. Through this goal, the library aims to discover and understand our communities’ needs and aspirations, and remove barriers to library services. BPL’s four community librarians include Indigenous staff, racialized staff, and staff who speak languages other than English. This enables BPL to connect with people in more meaningful ways.
<b>How does this project/program support the <a href="#">B.C.’s strategic goal(s) for public library service</a>? Please provide information for as many goals as applicable.</b>

<p>1. <b>Improving Access</b> for British Columbians (e.g., connectivity, digital collections, shared services)</p>	<p>The work of staff in the community includes helping community members get online, and providing access to resources. In 2021, BPL also lent WiFi hotspots, which was made possible through provincial digital funding. BPL staff also continue to offer train-the-trainer sessions for community providers who wish to deliver services online.</p>
<p>2. <b>Building Capacity</b> for library staff and directors (e.g., training and professional development)</p>	<p>BPL’s community work involved extensive staff training in community-led work. BPL used the expertise of two of our staff who teach Community-Led Libraries at the UBC iSchool to deliver a 13-week Community Development Institute for community, children’s and teen librarians. Adult public service librarians also received a modified version of this training.</p>
<p>3. <b>Advancing Citizen Engagement</b> (e.g., helping people access government services/resources, fostering community knowledge-sharing, and supporting reconciliation)</p>	<p>BPL staff provided information on COVID in places like food banks, including health information, information on government benefits and services, and help with accessing and printing vaccination cards.</p>
<p>4. <b>Enhancing Governance</b> of the library system (e.g., board/trustee training, developing best practices, strategic planning)</p>	

**What are the key outcomes of this project/program? Please refer to the logic model in the appendix of the 2021 PLGR Guide for examples of how to write short, medium, and long-term outcomes.**



- Community members have increased access to resources such as computers and WiFi hotspots, and expert staff help, outside of regular library branches and in places they already frequent. One patron who borrowed a WiFi hotspot told the librarian, “I can’t believe that the library is giving me the Internet!”
- Community members receive more service in languages other than English, and the library is able to develop services and programs that better meet the needs of Burnaby’s diverse community
- Through relationships built with community members, BPL staff are able to identify and remove barriers to library service, in particular removing deadnames from records and including patron’s Indigenous names on library records

**Did the project/program involve any partnerships? If so, what was the partner’s role (e.g., funding, outreach, service delivery)?**

Multiple partnerships, including umbrella organizations like the Burnaby Primary Care Network, Burnaby Intercultural Planning Table and Burnaby Interagency Council. Partnerships with City departments, particularly IT and Planning, and with community groups such as Burnaby Neighbourhood House, MOSAIC, and the Society to End Homelessness in Burnaby

**Project/Program Name**

**Anti-Racism Climate Audit**

**Provide a brief description of the activities involved in this project/program.**

In 2021, BPL engaged with consultants to conduct an anti-racism climate audit of our organization. This included interviews with individual staff, facilitated focus groups, and a survey. Through the work, staff shared experiences about racism at BPL and ideas about what we need to do to become an anti-racist organization.

BPL also created a staff Anti-Racism working group, which is led by and comprised of non-supervisory frontline staff. This group acts as a learning hub for its members, who also take on projects such as training, resource sharing and facilitation.

**How does this project/program support the library’s strategic goals and/or community?**

The fourth goal in BPL’s Strategic Plan is Invigorate People and Culture. As part of this goal, the Library Board aims to support staff to reach their full potential. Through the Anti-Racism Climate Audit, staff told us that some staff who are Indigenous, Black or people of colour do not feel supported, and do not feel that BPL supports their needs equitably.

While much of the work coming out of the anti-racism climate audit is internally-focused, there is work being done to build anti-racism into our daily work. This includes looking at how we resource and promote services and materials in languages other than English.

**How does this project/program support the [B.C.’s strategic goal\(s\) for public library service](#)? Please provide information for as many goals as applicable.**

<p>1. <b>Improving Access</b> for British Columbians (e.g., connectivity, digital collections, shared services)</p>	
<p>2. <b>Building Capacity</b> for library staff and directors (e.g., training and professional development)</p>	<p>The anti-racism commitments that came from the audit include extensive training for BPL staff and trustees in anti-racism principles, debiasing the hiring process, and addressing incidents of racial harm.</p>
<p>3. <b>Advancing Citizen Engagement</b> (e.g., helping people access government services/resources, fostering community knowledge-sharing, and supporting reconciliation)</p>	
<p>4. <b>Enhancing Governance</b> of the library system (e.g., board/trustee training, developing best practices, strategic planning)</p>	<p>The anti-racism climate audit included participation from the Library Board, and robust discussions of board make-up. Conversations about the lack of racial diversity at the librarian level led the Board to change the terms of its <a href="#">Picard Trust Awards</a> given to library school students. The award is now restricted to students who identify as Indigenous, Black or a person of colour, and the award amount was increased to fund two awards of \$2500 each</p>

**What are the key outcomes of this project/program? Please refer to the logic model in the appendix of the 2021 PLGR Guide for examples of how to write short, medium, and long-term outcomes.**

- Staff have a shared understanding of racism and anti-racism
- Staff, in particular racialized staff, feel supported when incidents of racism happen

**Did the project/program involve any partnerships? If so, what was the partner’s role (e.g., funding, outreach, service delivery)?**

n/a

<b>Project/Program Name</b>	
Birding Backpacks	
<b>Provide a brief description of the activities involved in this project/program.</b>	
In 2021, BPL launched Birding Backpacks. Through this project, library users can borrow a birding backpack that comes equipped with binoculars and guides to birds, plants and butterflies.	
<b>How does this project/program support the library's strategic goals and/or community?</b>	
The second goal in BPL's Strategic Plan is Encourage Curiosity and Exploration. The Birding Backpack is part of BPL's Curiosity Collection and supports STEAM learning through observation of the natural world.	
<b>How does this project/program support the <a href="#">B.C.'s strategic goal(s) for public library service</a>? Please provide information for as many goals as applicable.</b>	
1. <b>Improving Access</b> for British Columbians (e.g., connectivity, digital collections, shared services)	Burnaby residents use the backpacks to increase their knowledge of the natural world, and get access to equipment that they may not have at home. During a pandemic that made indoor interactions less desirable, the backpacks encouraged families to get outside and explore nature.
2. <b>Building Capacity</b> for library staff and directors (e.g., training and professional development)	

<b>3. Advancing Citizen Engagement</b> (e.g., helping people access government services/resources, fostering community knowledge-sharing, and supporting reconciliation)	
<b>4. Enhancing Governance</b> of the library system (e.g., board/trustee training, developing best practices, strategic planning)	
<b>What are the key outcomes of this project/program? Please refer to the logic model in the appendix of the 2021 PLGR Guide for examples of how to write short, medium, and long-term outcomes.</b>	
<ul style="list-style-type: none"> <li>• Patrons increase knowledge of STEAM learning through observation of the natural world</li> <li>• Patrons encouraged to explore outside during a time when inside gathering was restricted</li> </ul>	
<b>Did the project/program involve any partnerships? If so, what was the partner’s role (e.g., funding, outreach, service delivery)?</b>	
n/a	

### 3. KEY CHALLENGES

The following topics have been identified as recurring themes in previous years’ PLGRs. The intent of this section is to collect detailed information in a structured, consistent format.

Please select the most significant challenges that the library has faced in the past year that you wish to comment on. Leave any other listed topics blank.

Use the ‘Other’ row to include any ongoing or past challenges that are not included in this list. If you have more than one ‘Other’ item to add, please insert additional rows into the table.

<b>Challenge</b>	<b>Briefly describe how this challenge has impacted the library/community, and what steps the library took to address it in 2021. Please specify if any provincial funding was used, e.g., annual library funding, the technology grant, other non-PLB provincial grants (up to 250 words per topic).</b>
COVID-19 (e.g., safety protocols, proof of vaccination)	COVID-19 has significantly impacted Burnaby, in particular the most marginalized citizens. As information moved quickly online, community members without access to technology and connectivity were left behind. The provincial digital grant enabled BPL to lend WiFi hotspots and laptops, and staff working in the community were able to share technology expertise. Safety protocols have increased expenses for staffing and supplies, such as plexiglass and cleaning.
Emergency response (e.g., fires, floods, extreme weather)	BPL's response included opening cooling shelters in the extreme heat, and sharing information about warming centres and other services for citizens during extreme cold. BPL also relaxed COVID-related occupancy and time limits to make sure that vulnerable citizens were able to access safe indoor spaces.
Financial pressure (e.g., rising costs, reduced revenues)	
Staffing (e.g., recruitment and retention, mental health and wellness)	The pandemic has had a significant impact on staff mental health, particularly for staff who work directly with the public. BPL has been participating in the Canadian Mental Health Association's Not Myself Today program, and frontline staff ambassadors are effective and accessible champions in eliminating the stigma around mental health and by building skills that support a safe, supportive and mentally healthy work culture.
Disappearing services in the community (e.g., government, banking, health)	
Connectivity (e.g., low bandwidth, lack of home internet in the community)	
Aging/damaged facilities (e.g., need for repairs, renovations, upgrades/expansions)	

Community access to the library (e.g., geographic isolation, lack of local public transit, building accessibility)	
Vulnerable communities (e.g., people experiencing homelessness, addiction, mental health crisis)	According to figures from the Homeless Count and data from the Society to End Homelessness in Burnaby, there are many more unhoused people in Burnaby since the pandemic started. Services for homeless people have been reduced, and can be inaccessible to people relying on public transport. BPL librarians regularly visit places where homeless people gather, in particular food banks and pop-up resource centres.
Other (please specify)	

#### 4. SUBMISSION AND APPROVAL

*Electronic signatures are acceptable where physical signatures are not feasible.*

Library Director Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Board Chair Signature: \_\_\_\_\_

Date: \_\_\_\_\_



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

**FROM:** CHIEF LIBRARIAN  
BURNABY PUBLIC LIBRARY

**DATE:** 2022 MARCH 17

**SUBJECT:** POLICY UPDATES – DONATIONS AND SPONSORSHIP

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**RECOMMENDATION:**

**THAT** the Library Board approve the changes to the Donations and Sponsorship Policy, as attached.

**REPORT**

In November 2021, the Library Board made the decision to discontinue the practice of operating book sale tables in library branches, and discontinue the practice of accepting donations of books and other material.

At the meeting, staff recommended that the Board Policy associated with this change be updated in September 2022 as part of the regular policy updating schedule.

Staff are bringing forward the Policy change to this meeting, ahead of schedule, in response to concerns expressed by some staff at having inaccurate information on the BPL website.

For wording changes, please see the attached Policy, which includes track changes.

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

Beth Davies  
CHIEF LIBRARIAN  
BURNABY PUBLIC LIBRARY



## **D2. Donations and Sponsorship**

### **Objective**

The purpose of this policy is to establish parameters for donations and sponsorship.

### **Policy Statement and Details**

Burnaby Public Library is a public institution funded primarily by taxes from the local and provincial governments. While recognizing the legitimacy and primacy of tax revenue in providing library service, the Library Board acknowledges the importance of gifts and donations from individuals, non-profit organizations and private enterprise in enhancing library service.

Monetary donations and in-kind gifts may be accepted by the Burnaby Public Library at the discretion of the Chief Librarian. The library reserves the right to refuse gifts and donations that may not be in keeping with the goals, policies and standards of the library.

Significant gifts requiring special acknowledgment will be considered and approved in advance by the Library Board.

Donors' suggestions for the final disposition of all monetary donations and in-kind gifts that are accepted will be given due consideration. However, donations and gifts are accepted on the understanding that the Library has complete jurisdiction over the disposal of such gifts.

Gifts of money and real property are accepted as long as any conditions attached thereto are acceptable to the Library Board.

The Library is a registered charity and will issue official donation receipts for income tax purposes for monetary gifts received upon request. Receipts for donations of real property may be issued upon the approval of the Chief Librarian.

### **Endowment Fund and Trusts**

In order to provide a continuing source of income to enhance the quality of library service in Burnaby, the Library Board maintains the Burnaby Public Library Endowment Fund, which is comprised of several designated and undesignated trusts.

Any person, corporation or entity may donate or bequeath real or personal property to Burnaby Public Library. The Library Board may establish a designated trust to specify use of a donation or to ensure funds are used according to a donors stipulations. Undesignated donations are added to the Sundry Trust.

Investment income is earned on the trust balance. All expenditures and transfers of interest income must be included in the Financial Plan as approved by the Library Board and adopted by Council.





Trust balances will be maintained to sustain designated annual disbursements or initial bequest amounts. A portion of interest will be left in the Endowment Fund annually to ensure that the principal increases at a rate not less than the current rate of inflation.

The Library Board may determine priorities for expenditures of interest income from undesignated trusts

### **Donations of books and other materials**

The Library does not accept gifts and donations of books and other materials ~~for resale at branch book sale tables. The Library reserves the right to accept or discard any materials received as gifts and donations. Once received, donated materials are the exclusive property of Burnaby Public Library.~~

In exceptional circumstances, donations of significant value may be added to the Library's collection at the discretion of the Chief Librarian or designate.

~~Due to space constraints, the Library reserves the right to limit the number of items it can accept from a donor at any given time.~~

### **Sponsorship**

The Chief Librarian, in consultation with the Library Board, will decide if an organization or group will be considered for potential sponsorship. Such organizations and groups must be considered appropriate and compatible with the library's policies, mission and values. Such organizations will be recognized through appropriate means, such as the use of the company logo on promotional materials or, recognition in the media.

**Last Reviewed:** ~~2021-03-18~~ 2022-03-17

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**INTER-OFFICE MEMORANDUM**

**TO:** GENERAL MANAGER PLANNING AND DEVELOPMENT      **DATE:** 2022 MARCH 08

**FROM:** ACTING DEPUTY CITY CLERK      **FILE:**

**SUBJECT:** **2022 UBCM RESOLUTIONS**  
ITEM NO. 5.1., CHIEF ADMINISTRATIVE OFFICER'S REPORTS,  
COUNCIL 2022 MARCH 07

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Burnaby City Council, at the Open Council meeting held on 2022 March 07, received the above noted report and adopted the following recommendations contained therein:

1. THAT Council endorse the new resolutions outlined in Section 3.0 of the report for submission to the 2022 LMLGA AGM and the 2022 UBCM Convention.
2. THAT staff be authorized to forward a copy of the report, accompanied by any applicable background reports and information, to the UBCM, located at Suite 60 - 10551 Shellbridge Way, Richmond, BC V6X 2W9.
3. THAT copies of the report be forwarded for information to Burnaby MLAs.



Blanka Zeinabova  
City Clerk

Copied to: Deputy CAO / CFO  
GM Corporate Services  
GM Engineering  
GM Parks, Recreation and Cultural Services  
Acting GM Lands and Facilities  
Chief Human Resources Officer  
Chief Information Officer  
GM Community Safety  
City Solicitor  
Chief Librarian  
Fire Chief  
OIC- RCMP

Our Vision: A world-class city committed to creating and sustaining the best quality of life for our entire community.

<b>TO:</b>	CHIEF ADMINISTRATIVE OFFICER	<b>DATE:</b>	2021 March 02
<b>FROM:</b>	GENERAL MANAGER PLANNING AND DEVELOPMENT	<b>FILE:</b>	2125 20
		<i>Reference:</i>	<i>UBCM Resolutions</i>
<b>SUBJECT:</b>	2022 UBCM RESOLUTIONS		
<b>PURPOSE:</b>	To present resolutions for submission to the 2022 Lower Mainland Local Government Association (LMLGA) Annual General Meeting and the Union of BC Municipalities (UBCM) Convention.		

**RECOMMENDATIONS:**

1. THAT Council endorse the new resolutions outlined in *Section 3.0* of this report for submission to the 2022 LMLGA AGM and the 2022 UBCM Convention.
2. THAT staff be authorized to forward a copy of this report, accompanied by any applicable background reports and information, to the UBCM, located at Suite 60 – 10551 Shellbridge Way, Richmond, BC V6X 2W9.
3. THAT copies of this report be forwarded for information to Burnaby MLAs.

**REPORT**

**1.0 INTRODUCTION**

Each year, resolutions are considered for submission to the Lower Mainland Local Government Association (LMLGA) Annual General Meeting and the Union of BC Municipalities (UBCM) Convention. These resolutions are a means to request amendments to the *Community Charter*, *Local Government Act* and other Provincial or Federal legislation and policies to address issues of significance to local government.

This report presents new resolutions for Council's consideration as a submission to the 2022 LMLGA Conference and AGM as well as the 2022 UBCM Convention. The LMLGA Conference and AGM will take place from 2022 May 4-6 in Whistler, BC. The deadline for resolutions to the LMLGA is 2022 March 04. The UBCM Convention will take place from 2022 September 12-16 in Vancouver BC. The deadline for any further resolution submissions made directly to the UBCM is 2022 June 30.

For the convenience of Council, this report also details senior government response to resolutions previously approved by Council and submitted to the UBCM Conventions in 2020 and 2021.

## 2.0 POLICY CONTEXT

The proposed 2022 resolutions are aligned with the City of Burnaby's *Corporate Strategic Plan* (2017), by supporting the goals of *A Connected Community* and *A Dynamic Community*.

## 3.0 2022 UBCM RESOLUTIONS

This section provides background information on new resolutions that have been developed for Council's consideration and possible submission to the 2022 LMLGA AGM and UBCM Convention.

### 3.1 **Resolution: Increase Funding for Public Libraries in the BC Provincial Budget 2023**

The Province of British Columbia provides grants to public libraries annually. In 2009, provincial funding for BC's public libraries was reduced from \$17.9 million to \$14 million. The grant has remained static at \$14 million since 2010. The lack of annual increases means that each year libraries receive less provincial funding as a portion of overall revenue, which results either in cuts to services or an increased cost to municipalities.

Inflationary pressures compound the financial situation of BC libraries. Funding is provided to individual libraries; in 2021, the Burnaby Public Library (BPL) received a grant of \$470,000, which represents 3.2% of BPL's total operating budget.

As in previous years, the BC Public Library Partners (BC Library Trustees Association, Association of BC Public Library Directors, BC Library Association and BC Libraries Cooperative) are coordinating advocacy efforts to increase provincial funding for libraries. The budget request in 2023 is for \$22 million.

At its meeting on 2022 January 20, the Burnaby Public Library Board directed staff to prepare the following resolution for Council's consideration. The presented wording has been approved by the Board:

**WHEREAS** libraries in British Columbia are largely financed by levies paid by local governments, and where provincial library funding has remained stagnant for the past 10 years;

**AND WHEREAS** public libraries are central to communities, providing equitable access to vital resources, including internet, computers, digital library tools, and in-person services from expert staff;

**AND WHEREAS** public libraries provide British Columbians with low-barrier services, that support job seekers and small businesses, that increase literacy in communities, that advance reconciliation with Indigenous peoples, and that promote equity and inclusion;

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**THEREFORE BE IT RESOLVED** that UBCM urge the Government of British Columbia to provide long-term sustainable funding for public libraries in BC;

**AND BE IT FURTHER RESOLVED THAT** that the Province ensure that BC Libraries will henceforth receive regular increases to Provincial Government funding in subsequent years.

### **3.2 Resolution: Expanding the Child Care Sector Workforce**

The global COVID-19 pandemic has demonstrated that without quality child care, parents – especially women – cannot fully participate in the economy. To that end, the federal government is working with provinces to establish early learning and child care agreements. In July 2021, the BC government signed an agreement with the federal government to create \$10/day child care for children under six (6) by the end of the five-year agreement. The agreement will build on the Province’s plan to create a universal child care system.

As part of that plan, the Province, through the UBCM, has encouraged and funded municipalities to develop child care action plans to identify the number of spaces needed over the next 10 years and strategies to achieve the spaces. The Province has initiated a fee reduction program and established \$10/day sites throughout the province to lower child care fees for parents. It has also provided capital funding to municipalities and others to create new child care spaces. While these are all critical components of a universal child care plan, an essential component of the plan requires serious focus: the recruitment and retention of child care workers.

The ongoing stresses of the COVID-19 pandemic has seen child care workers leaving the sector and newly created spaces remaining vacant because of a lack of staff to work in the centres. Until the recruitment and retention of child care workers is addressed, communities across BC will continue to struggle to meet the child care needs of their residents.

To address the shortage of child care workers, the following resolution has been prepared for Council’s consideration:

**WHEREAS** access to a quality child care system is key to the health and development of children;

**AND WHEREAS** access to a quality child care system supports families and is key to BC’s economic recovery;

**AND WHEREAS** qualified Early Childhood Educators play a critical role in the advancement of a universal child care system;

**AND WHEREAS** qualified Early Childhood Educators deserve to be compensated commensurate with their education and experience, including access to benefits and pension plans;

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**THEREFORE BE IT RESOLVED** that the UBCM urge the Provincial government to accelerate its Early Care and Learning Recruitment and Retention Strategy including implementation of a publicly funded, competitive and equitable wage grid for Early Childhood Educators that:

- Recognizes staff qualifications and experience; and
- Provides wages that are competitive with other positions with similar education, experience and responsibilities.

**AND THEREFORE BE IT FURTHER RESOLVED** that the Province work with locally-based child care organizations to implement a wage grid that aligns with the business operations and staff compensation plans of these organizations.

### 3.3 Next Steps

Pending approval by Council, the proposed new resolutions will be forwarded to the Lower Mainland Local Government Association (LMLGA) AGM (deadline 2022 March 04) and the Union of BC Municipalities (UBCM) annual Convention (deadline 2022 June 30) for discussion and endorsement consideration. The UBCM deadline for any further resolutions desired by Council is 2022 June 30.

## 4.0 2021 UBCM RESOLUTION

### 4.1 **Resolution: Transfer of a Portion of Speculation and Vacancy Tax Revenue to Local Governments**

The Speculation and Vacancy Tax is an annual tax paid by some residential property owners who do not meet the exemption requirements in designated regions of the province. The introduction of the Speculation and Vacancy Tax has generated new revenue for the Provincial government to put toward affordable housing initiatives within the regions that are taxed. Currently, all revenue collected from the Speculation and Vacancy Tax is directed into the Housing Priority Initiatives Special Account for use in funding affordable housing initiatives. The primary recipient of the funds is BC Housing. Municipalities currently do not receive any of this funding directly even though they are increasingly taking on a greater role in undertaking affordable housing initiatives and contributing resources to these projects. Achieving affordable housing is a shared objective and as such, in the absence of the ability of most BC municipalities to require their own vacancy tax, sharing the funding accrued from the Speculation and Vacancy Tax would allow for successful achievement of the combined efforts to increase the supply of affordable housing. At its meeting on 2021 February 16, Council approved a resolution requesting the Provincial government to distribute a portion of the Speculation and Vacancy Tax revenue to local governments.

*Response:* The resolution was not considered at the 2021 Convention and referred to UBCM Executive for consideration and recommendations. No further updates have been received at this time. Staff will update Council should a response be received.

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#### **4.2 Resolution: Benefits of Public Car Insurance**

At its 2020 meeting February 24, Council approved a resolution requesting the Provincial government to preserve public car insurance. However, due to the lack of time at the UBCM Convention, delegates did not have an opportunity to consider the resolution, and the resolution was automatically referred to the UBCM Executive for consideration and recommendation. At the 2021 February Executive meeting, the Executive decided to refer the resolution back to the City (the sponsor), with recommendation to resubmit it for 2021. Council, at its meeting 2021 March 08, approved the resolution to resubmit for the 2021 Convention.

*Response:* The resolution was endorsed at the 2021 Convention. No further updates have been received at this time. Staff will update Council should a response be received.

### **5.0 2020 UBCM RESOLUTIONS**

#### **5.1 Resolution: Increase Effectiveness of Tenant Assistance**

The British Columbia *Residential Tenancy Act* (RTA) establishes the rights and responsibilities of landlords and tenants. While the provisions of the RTA establish a landlord's obligations to tenants, many municipalities have adopted policies to secure supplementary assistance for tenants facing displacement due to redevelopment. Local governments are both limited in their ability to require tenant assistance and to enforce the satisfactory completion of tenant assistance plans. Local governments and property owners would also benefit from guidance on the collection of personal information for the purposes of providing tenant assistance. Given these challenges, Council approved a resolution at its meeting on 2020 February 24, requesting review of relevant legislation that would increase the effectiveness of tenant assistance programs.

*Response:* The resolution was endorsed at the 2020 UBCM Convention. The Ministry of Attorney General and Minister Responsible for Housing responded to this resolution in 2021 April. The Ministry had recognized the concerns regarding tenant displacement and noted new strategies in use by local governments. The Ministry further noted that the Compliance and Enforcement Unit of the Residential Tenancy Branch (RTB) provides an alternative to support local governments that are concerned about illegal or problematic landlord or tenant behaviour under the RTA. In addition, the Ministry is working with planning officials in local governments throughout the province to evaluate what impacts might be associated with enabling local governments to attach tenant protection conditions to development permits.

As for building permits, the Ministry is not presently considering amendments to allow tenant protection conditions to be attached to building permits at this time. Evaluating the socio-economic impacts of tenant displacement is outside the scope of expertise required of building officials and would require significant changes to legislative and regulatory framework which would affect all building permits, not just rental properties.

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## **5.2 Resolution: Addressing Increases to Condominium Insurance**

At its meeting on 2020 February 24, Council approved a resolution urging the Provincial government to take action to curb the significant increases to insurance rates experienced by residential condominium strata corporations.

*Response:* This resolution was not admitted for debate at the 2020 UBCM Convention. However, a similar resolution that was expanded to include all multi-residential buildings was submitted by UBCM Executive and was endorsed at the Convention. Later in 2020 September, the Provincial government unveiled changes to the *Financial Institutions Act*. Starting on 2020 November 1, insurers and agents are now required to provide 30-days notice directly to strata corporations of intentions to not renew or materially change an insurance policy. This provides the owners with advance warning of impending increases and enables them to seek out other insurers before their current policy expires. Additionally, insurance agents are now required to disclose their commission amount and financial penalties are in place for noncompliance. The changes also included the prohibition of referral fees to strata property managers from strata insurance transactions. These changes were made in an effort to increase transparency and to provide strata corporations with the information needed to make informed decisions about insurance for their properties.

## **5.3 Resolution: Provision of Free Prescription Contraception in BC**

At its meeting on 2020 February 24, Council approved a resolution requesting the provision of free prescription contraception in BC. This resolution was endorsed at the 2020 UBCM Convention. The UBCM Resolutions Committee noted that the UBCM membership endorsed a related resolution in 2015 which asked the Province to investigate a model of publicly funded birth control similar to those offered in European countries.

*Response:* The Ministry of Health responded to this resolution in 2021 April. The Ministry recognized the important right to choice in sexual and reproductive health for all BC residents, as well as committed to removing cost as a barrier to timely, effective and equitable access to contraception. The Ministry is currently reviewing options to provide contraception at no cost through the BC PharmaCare program. The Ministry and the Province of British Columbia (the Province) will continue to provide BC residents coverage for select contraceptives. The Ministry also noted that many BC residents have pharmaceutical coverage under the universal, income-based Fair PharmaCare Plan, where this plan provides families coverage for eligible prescription drugs and designated medical supplies based on their net income. This includes a \$105 million investment in 2019 to reduce or eliminate deductibles or co-payments for lower-income families in BC.

## **6.0 SUMMARY AND CONCLUSION**

This report proposes two new resolutions for submission to the 2022 LMLGA AGM and UBCM Convention. For the convenience of Council, the report also provides an update on resolutions submitted in 2020 and 2021.



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It is recommended that Council endorse the new resolutions, as outlined in *Section 3.0* of this report, for submission to the LMLGA AGM and 2022 UBCM Convention. It is also recommended that staff be authorized to forward a copy of this report, accompanied by any supporting background reports and information, to the LMLGA and UBCM. Finally, it is recommended that a copy of this report be circulated to Burnaby MLAs for information.

Any additional resolutions which may come forward subsequent to this report, and prior to the 2022 June 30 UBCM deadline, may be submitted directly to the UBCM for possible consideration at the 2022 UBCM Convention.



E.W. Kozak, General Manager  
PLANNING AND DEVELOPMENT

KO/sa

cc:	Deputy Chief Administrative Officer and Chief Financial Officer	Chief Librarian
	General Manager Corporate Services	Fire Chief
	General Manager Engineering	OIC – RCMP
	General Manager Parks, Recreation and Cultural Services	City Solicitor
	General Manager Lands and Facilities	City Clerk
	Chief Human Resources Officer	
	Chief Information Officer	
	General Manger Community Safety	

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