

NO: F003

COUNCIL DATE: January 24, 2011

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## FINANCE COMMITTEE

TO: **Mayor & Council** DATE: **January 11, 2011**  
FROM: **General Manager, Finance & Technology** FILE: **1850-20**  
SUBJECT: **2011 Community Grants – Supplementary Report**

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## RECOMMENDATION

The Finance & Technology Department recommends that the Finance Committee recommend that Council approve:

1. An increase to the 2011 grant to the Boys and Girls Club of Greater Vancouver from \$2,000 to \$3,000 in support of the establishment of a computer lab at their facility on the grounds of the Old Yale Road Elementary School;
2. An increase to the 2011 grant to the Bridgeview Community Association from \$500 to \$1,000 in support of the annual Bridgeview Days celebration;
3. A grant of \$500 to Critter Care Wildlife Society to support the acquisition of medical supplies for their operation;
4. A grant of \$500 to the Royal Canadian Army Cadets 2812 Seaforth Highlanders to support the acquisition of first aid training supplies;
5. A grant of \$500 to the Srilanken Seniors Centre of BC to assist with out of pocket expenses related to their 2011 fundraising efforts; and
6. A grant of \$850 to the Surrey Amateur Radio Club to support their annual Amateur Radio Field Days.

## BACKGROUND

At the December 13, 2010 meeting, Finance Committee received Corporate Report F026, titled “2011 Community Grants”. That report recommended a total of 88 grants divided into several schedules. Schedule “B” of that report listed all of the grants that had been recommended by the Surrey Foundation Grant Evaluation Committee, which had been assigned the responsibility of evaluating the grant applications and making recommendations on the 2011 “one time” grants. A copy of Schedule “B” from that report is attached to this report as **Appendix “A”**.

At that meeting, the Finance Committee referred the following grant requests from Schedule “B” back to staff for further review:

<u>Organization</u>	<u>Grant Number</u>	<u>Requested Amount</u>	<u>Recommended Award</u>
Boys and Girls Club of Greater Vancouver	#5	\$5,000	\$2,000
Bridgeview Community Association	#6	\$7,800	\$500

Schedule “C” of Corporate Report Fo26; 2010 listed all of the grant requests for which the Grants Evaluation Committee had decided not to recommend a grant. A copy of Schedule “C” from the previous Corporate report is attached as **Appendix “B”** to this report.

The Finance Committee referred the following grant requests from Schedule “C” back to staff for further review:

<u>Organization</u>	<u>Grant Number</u>	<u>Requested Amount</u>
Arts Council of Surrey	# 6	\$9,500
Critical Care Wildlife Society	#11	\$3,000
DIVERSEcity Community Resources	#13	\$20,000
Royal Canadian Army Cadets	#18	\$1,680
Sri Lankan Seniors Centre of BC	#23	\$500
Surrey Amateur Radio Club	#26	\$1,301

In addition, the Finance Committee also instructed staff to evaluate the disposition process for computers and the possibility of providing the City’s used computer equipment to outside groups.

## DISCUSSION

The following is a list of the grant requests that the Finance Committee referred to staff for further review and following each specific request is a brief discussion section that documents the results of the staff review related to that specific request:

1. Boys and Girls Clubs of Greater Vancouver (BGCGV)(Schedule B-1, 5)

The BGCGV submitted an application for a grant of \$5,000 to assist in the establishment of a computer lab in a new Boys & Girls Club facility that is located on the grounds of Old Yale Road Elementary School. In 2010, the City of Surrey contributed \$50,000 towards the acquisition and location of this building on that site. The City also provided \$3,000 in 2010 toward the BGCGV school-based mentoring program. The Surrey Foundation Grants Evaluation Committee had recommended an allocation of \$2,000 to assist with establishing a computer lab in the BGCGV facility.

Staff has reviewed this request and has determined that the value of the programs associated with the lab will bring a benefit to the City Centre area. It is recommended that the grant allocation related to the BGCGV request be increased from \$2,000 to \$3,000 to support the establishment of a computer lab at the BGCGV facility at Old Yale Road Elementary School.

2. Bridgeview Community Association – Bridgeview Days (Schedule B-1, 6)

The Bridgeview Community Association submitted an application for a grant of \$3,000 in support of the annual Bridgeview Days Celebration in 2011 which would be celebrating the 67th anniversary of the Bridgeview Hall. In 2010, the City provided \$1,000 grant to the Association to support this annual event. The Surrey Foundation Grants Evaluation Committee reviewed this application and recommended an allocation of \$500 based on the number of residents that were expected to participate.

Staff has reviewed the application and has considered it in relation to other similar community events. Based on this comparison, it is recommended that the grant to the Association in support of their annual celebration be increased from \$500 to \$1,000.

3. Arts Council of Surrey (Schedule C-1, 6)

The Arts Council of Surrey submitted an application for a grant of \$9,500 to assist with the utility costs of the new Arts Facility that was established by the City through an adaptive reuse of the former Fire Hall # 10. The Surrey Foundation Grants Evaluation Committee reviewed this grant application and concluded that it did not meet the criteria for a grant under the City Grant Policy No. D-26(9) as the request was to cover on-going operating costs.

A report on this request will be forwarded to Council separately within the next month as additional information needs to be gathered to complete the staff review.

4. Critter Care Wildlife Society (Schedule C-1, 11)

Critter Care Wildlife Society has submitted an application for a grant of \$3,000 to assist with the purchase of medical supplies and vaccines for the care of animals. In 2010, the City of Surrey provided a grant of \$500 to the Society to assist with the purchase of a freezer to store animal food. The Surrey Foundation Grants Evaluation Committee reviewed this grant application and concluded that it did not meet with the criteria for a grant under City Grant Policy No. D-26(9) as the request is to cover on-going operating costs.

Staff has reviewed the request. In consideration of value that this organization provides to Surrey through the care of wildlife from Surrey, that a grant of \$500 be provided to the Society to support the acquisition of medical supplies and vaccines for the care of animals.

5. DIVERSEcity Community Resources Society (Schedule C-1, 13)

DIVERSEcity Community Resource Society has submitted an application for a grant of \$20,000 to assist in the launch of a Relationship Skills Program for men and women in abusive relationships. This program is designed to assist community agency-referred clients, who are presently not serviced by any other organization. The Surrey Foundation Grants Evaluation Committee reviewed this grant application and concluded that it did not meet criteria for a grant under City Grant Policy No. D-26(9) as the request is to cover the cost of a facilitator. If the organization does not receive the entire \$20,000, the project cannot go ahead.

Staff has not completed the review of this application and is seeking out additional information. A report on this grant request will be forwarded to Council separately.

6. Royal Canadian Army Cadets 2812 Seaforth Highlanders (Schedule C-1, 18)

The Royal Canadian Army Cadets 2812 Seaforth Highlanders submitted an application for a grant of \$1,680.90 to fund the acquisition of first aid training supplies. In 2010, the City of Surrey contributed \$500 to the Cadets for the purchase of biathlon training equipment. The Surrey Foundation Grants Evaluation Committee reviewed this application and did not recommend it for financial support.

Staff has reviewed the request and has determined that the value that the subject organization brings to the community through its youth engagement initiatives is significant. On this basis, it is recommended that a grant of \$500 be allocated to the Royal Canadian Army Cadets 2812 Seaforth Highlander to support the acquisition of first aid training supplies.

7. Srilanken Seniors Centre of BC (Schedule C-1, 23)

The Srilanken Seniors Centre of BC has submitted an application for a grant of \$500 to assist with the on-going operating costs of their seniors centre. The center is designed to bring seniors together on a regular basis for social interaction. The Surrey Foundation Grants Evaluation Committee reviewed this grant application and concluded that it did not meet the criteria of the City's Grant Policy No. D-26(9) since the request is to cover on-going operating costs.

Staff has reviewed this request and has determined that the organization will be entering into fundraising activities during 2011. It is recommended that a grant of \$500 be awarded to the organization to offset some of the costs of their fundraising activities in 2011.

8. Surrey Amateur Radio Club (Schedule C-2, 26)

The Surrey Amateur Radio Club submitted an application for a grant of \$1,301 to assist with their annual Amateur Radio Field Days. This annual event is an emergency preparedness exercise for amateur radio operators across North America. The Surrey Foundation Grants Evaluation Committee reviewed this application and did not recommend a grant to this organization.

Staff has reviewed this request and has determined that the value of the Club in relation to addressing emergencies in Surrey and the lower mainland is significant. On this basis, it is recommended that a grant of \$850 be allocated to the Surrey Amateur Radio Club to support their annual Amateur Radio Field Days.

9. Disposal of Obsolete City Computer Equipment

In September 2008, Council approved Corporate Report R170 that outlined the process that the City currently uses for the decommissioning of City Computers. A copy of that report is attached as **Appendix C**.

The process for disposing of used City computer equipment is as follows:

- a. Dell Professional Services picks up the City's obsolete computer hardware and software, purges the hard-drives of all data and conducts an assessment of each piece of equipment to determine its suitability for reuse and classifies it into one of three classes as follows:

- i. Hardware and software having significant value: This equipment is resold and a portion of the proceeds are forwarded to the City of Surrey;
  - ii. Hardware and software that is usable but has more limited market value; and
  - iii. Hardware that is not usable: This hardware will be sent to the Trail Smelter for destruction and reclamation of basic materials.
- b. Hardware and software that is classified under ii as having limited value is donated to the National Cristina Foundation (<http://www.cristina.org>).
- c. Dell Professional Services through its agreement with the City provides the City with records confirming the transfer of ownership of the computer equipment, documentation that the information on the hard-drives has been fully purged prior to its reuse by others and confirms that any unusable hardware has been disposed in an environmentally responsible manner.

The National Cristina Foundation collects and distributes, at no cost, computer hardware and software in Canada and throughout the rest of the World to individuals with disabilities or who are economically disadvantaged, to schools and to not-for-profit agencies. One of the purposes of the Foundation is to enhance the quality of life of the disadvantaged through the provision of computer equipment and training.

The Foundation relies upon the donation of used computers, software, peripherals and related business technology by corporations and individuals to sustain its operations. Through an online application process, they screen potential charities, schools and not-for-profit agencies that apply to receive used computer equipment.

The City has donated over 550 computers to the Foundation. Staff is satisfied that the current process is efficient and effective relative to the reuse of used City computer equipment.

## FUNDING

If the Finance Committee approves the recommendations of this report, the balance of un-allocated funding in the City grants-related budgets will be as follows:

Special Recognition Funds	\$ 2,500
Property Taxes	2,200
High School Dry Grads	1,300
One-time Grants	<u>7,975</u>
	<u>\$13,975</u>

Vivienne Wilke, CGA  
General Manager,  
Finance & Technology

Appendix "A" – Proposed City Grants - Recommended

Appendix "B" – Proposed City Grants – Not Recommended

Appendix "C" – Corporate Report R170 – Disposal of Decommissioned Fire Gear and Obsolete Computer Equipment



2011 FINANCIAL PLAN

One-time

Schedule B - 1

Non-profit Organization	Request	Project Cost	Request Amount	2011 Proposed Amount	Recommendations and Comments	2010 Grant
1. 2011 Scotties Tournament of Hearts	B.C. Women's Provincial Curling Championships Jan 17-23, 2011	29,250	2,000	500	Strong Community Impact	0
2. Assn. of Neighbourhood Houses of BC DBA Alexandra House	New windows in the Beach House	0	4,000	2,000	Funding for Renovation Supplies	2000 D-1,11
3. BC Aquasonics Synchronized Swim Club	Mobile sound system for the Aquasonics program at South Surrey Pool	10,350	2,900	500	Contingent on the remainder of the funding being raised.	0
4. Big Brothers of Greater Vancouver	Mentoring program for Children in need	8,500	5,000	1,000	Aligns with Child & Youth Friendly City. Strong Community Benefit	2000 D-1,5
5. Boys and Girls Clubs of Greater Vancouver	Computers for the new Boys and Girls Club at Old Yale Road Elementary School	17,000	5,000	2,000	Aligns with Child & Youth Friendly City. Strong Community Benefit	3000 D-1, 6
6. Bridgeview Community Association	Bridgeview Day Anniversary June 2011	4,500	3,000	500	To promote inclusiveness	1000 D-1, 7
7. Caring Hearts for Underprivileged Children Society	Clothing for children in need	23,000	1,000	1,000	Good Community Benefit	0
8. Cloverdale Business Improvement Assoc.	Cloverdale Blueberry Festival August 13-14, 2011	40,000	2,000	1,000	Good Community Benefit	2000 D-1, 9
9. Community Arts Council of White Rock & District	"Out of the Box: A Celebration of Fibre and Textile Arts"	4,115	1,000	500	To support a Surrey Venue	1000 D-1, 10
10. Downtown Surrey Business Improvement Association	Movies Under the Stars August 2011 - Holland Park	29,000	5,000	2,000	Good Community Benefit	2000 D-1, 14
11. Fraser Valley Water Polo Club	"2011 16U Girls National Club Water Polo Championship" May 23-23, 2011	12,000	3,500	500	Strong Community Impact	0
12. Gather And Give Charitable Foundation	Basic Home Essential Kit program	169,246	16,925	1,000	To provide support for Surrey residents	0
13. Jamaican/Canadian Cultural Association	Jamaican/Caribbean Cultural Heritage Celebration	27,070	10,000	1,000	Good Community Benefit	1500 D-1, 17
14. Kids Help Phone	Phone and web counselling, information and local referrals for Kids	0	0	500	Strong Community Impact	500 D-1, 18
15. Learning Disabilities-Fraser South	Purchase new reading material for Volunteer Tutoring Program	750	750	750	Strong Community Benefit	0
16. Newton Community Festival	Newton Community Festival June 11, 2011	10,000	8,500	2,000	Good Community Benefit	2000 D-1, 19
17. Oak Avenue Neighbourhood Hub Society	Funding for computers to help Seniors.	1,550	1,160	500	Strong Community Benefit	1000 D-1, 20
18. PLEA Community Services Society of BC	Prevention and Diversion program for kids	76,834	5,000	2,000	Contingent on the funds not being used for Operating expenses	0
19. R.E.C. for Kids Society	Organized and Recreational Sports Equipment	32,500	5,000	2,000	Contingent on the funds not being used for Operating expenses	5000 D-1, 23
20. Semiahmoo Peninsula Marine Rescue Society	Fast Response Vessel for Canadian Coast Guard Auxiliary, Unit 5	300,000	10,000	1,000	Benefit to the Community	0
21. South Asian Family Association	International Women's Day - New Beginnings. Domestic Violence and support. March 6 2011	13,950	3,000	2,000	Strong Community Benefit	1000 D-1, 27
22. South Asian Family Association	Bollywood Under the Stars	38,500	4,000	1,000	Good Community Benefit	0
23. Special Olympics British Columbia - Surrey	New uniforms for Floor Hockey Team	1,568	1,568	500	Good Community Benefit	0

2011 FINANCIAL PLAN



One-time

Schedule B - 2

Non-profit Organization	Request	Project Cost	Request Amount	2011 Proposed Amount	Recommendations and Comments	2010 Grant
24. Stepping Stones Greater Vancouver Youth for Christ	Services provided for pregnant and parenting youth in the community	96,650	23,720	1,000	Contingent on the funds not being used for Operating expenses	0
25. Surrey Christmas Bureau Society	Christmas Toys and food Hampers	250,000	5,000	500	Specifically to support Food Hampers	1000 D-1, 29
26. Surrey Festival of Dance Society	"Surrey Festival of Dance" - Mar 25-Apr 27, 2011	0	0	1,000	Strong Community Impact	2000 D-2, 30
27. Surrey Philippine Independence Day Society	Surrey 3rd Annual Philippine Independence Day Celebration June 12, 2011	14,000	2,000	1,000	Good Community Benefit	1500 D-2, 35
28. Surrey Sea Lions	Gala Competitive Event	6,649	3,324	500	Contingent on the remainder of the funding being raised.	0
29. Surrey Urban Farmers Market Association	Surrey Urban Farmers' Market June 15-Sept 28, 2011	37,000	5,000	2,000	To support the Coupon Program	1500 D-2, 36
30. Vedic Hindu Cultural Society	Services for recent immigrants to the community - seniors, women and youth	10,700	6,100	500	Contingent on the program being inclusive an open to all Resident	0
31. Whalley Community Association	Whalley Community Festival 2011 - June 18, 2011	27,000	4,000	2,000	Good Community Benefit	2000 D-2, 38
32. White Rock/Surrey Come Share Society	Multi-Lingual Seniors Information Line	0	2,000	2,000	Strong Community Impact	0
33. Youth Arts Council of Surrey	"Surrey Shines Talent Show" Dec, 2010 - Feb 2011	4,150	1,100	500	Aligns with Child & Youth Friendly City. Strong Community Benefit	500 D-2, 40
Unallocated	Future one-time projects			11,825		
Total		1,295,832	152,550	48,675		

APPENDIX "B"



2011 FINANCIAL PLAN  
PROPOSED CITY GRANTS  
Not Recommended

Schedule C - 1

Non-profit Organization	Request	Project Cost	Request Amount	2011 Proposed Amount	Recommendations and Comments	2010 Grant	
1. 1st Central Surrey Scouting	Inventory of uniforms and library books for Scouts of all levels	1,369	500	0	Uniforms not a top priority	500	D-1,1
2. 1st Semiahmoo Sea Scouts	Membership fees for the Surrey Sailing Club	2,500	1,400	0	Does not meet criteria - On-going Operating Costs	500	D-1,2
3. A1-Mustafa Academy Society DBA A1-Mustafa Academy Child Care	Plans to open a Non Profit Day Care facility for local residents	40,000	20,000	0	Insufficient Organizational Support	0	
4. African Stages Association of BC	Story Powering Our Lives II Dec 6 -Apr 6, 2011	23,786	10,000	0	Insufficient Organizational Support - Refer to Fusion Fest	0	
5. Alchemists Theatre Guild Society	"The Velveteen Rabbit" Live stage play Aug-Dec, 2011	12,000	9,000	0	Limited Community Impact	0	
6. Arts Council of Surrey	Facility's Utility Costs (Hydro/Gas)	0	9,500	0	Does not meet criteria - On-going Operating Costs	0	
7. Aza-e-Hussain Association of BC	Teach Urdu as a second language for native English speakers	15,000	7,500	0	Religious Purpose	0	
8. Bridgeview Community Association	Funding to help launch the project Anti Alcoholics and Anti Drugs	9,600	7,800	0	Does not meet criteria - On-going Operating Costs	0	
9. Can Lanka Theatre Co.	"Saliya-Asolcamala" Love Story	10,000	10,000	0	Insufficient Organizational Support - Refer to Fusion Fest	500	D-1, 8
10. Carnival Sensations Caribbean Society	Funding for workshops in Caribbean Culture	5,851	4,600	0	Insufficient Organizational Support - Refer to Fusion Fest	0	
11. Critter Care Wildlife Society	Medical Supplies and Vaccines	65,000	3,000	0	Does not meet criteria - On-going Operating Costs	500	D-1, 12
12. Daula Services Association	Funding to provide Postpartum Doula Care to families in Need	0	8,000	0	Provincial Responsibility - Refer to Maxinne Wright	0	
13. DIVERSEcity Community Resources Society	Relationship Skills Program - programs for men and women in abusive relationships	30,000	20,000	0	Does not meet criteria - On-going Operating Costs	1000	D-1, 13
14. Fibromyalgia Well Spring Foundation	Funding to provide Education to the Public and provide help and support to group members	2,500	1,000	0	Does not meet criteria - On-going Operating Costs	0	
15. Hua Xia Multiculture Society	Funding for Health and Seniors programs	19,100	3,640	0	Does not meet criteria - On-going Operating Costs	0	
16. Muslim Youth Centre	Funding for Renovations, Equipment and Staff	102,056	47,056	0	Does not meet criteria - On-going Operating Costs	0	
17. Northwest Wildlife Preservation Society	Funding Application for Environmental Education Programs	2,000	2,000	0	Burnaby Organization	0	
18. Royal Canadian Army Cadets 2812 Seaforth Highlanders	First Aid Instruction and Equipment	1,680	1,680	0	Limited Community Impact	500	D-1, 24
19. Royal Canadian Legion #240	Renovations to Legion Branch	60,000	5,000	0	Federal Responsibility	0	
20. Royal Canadian Theatre Company	Rent at the Surrey Arts Centre - members of community working on stage with professionals Oct 8, 2010 - Jan 2,2011	51,962	10,000	0	Does not meet criteria - On-going Operating Costs	500	D-1, 25
21. Semiahmoo Family Place	Funding to increase access and opportunity for family support for working parents in Surrey	106,994	3,500	0	Does not meet criteria - On-going Operating Costs	0	
22. South Surrey White Rock Minor Softball Association (SSWRMSA)	Uniforms for Recreational Softball Program	12,475	10,000	0	Uniforms not a top priority	0	
23. Srilankan Seniors Centre of BC	Location rental for Seniors Society	5,000	500	0	Does not meet criteria - On-going Operating Costs	0	





2011 FINANCIAL PLAN  
PROPOSED CITY GRANTS  
Not Recommended

Schedule C - 2

Non-profit Organization	Request	Project Cost	Request Amount	2011 Proposed Amount	Recommendations and Comments	2010 Grant
24. St. John Ambulance Brigade - Surrey	Funds for new Ambulance	96,395	10,000	0	Insufficient Organizational Support	0
25. Stroke Recovery Assn of BC	Funding for services to Stoke victims - Speech Therapists, Exercise Specialists and support	7,105	7,105	0	Does not meet criteria - On-going Operating Costs	0
26. Surrey Amateur Radio Club	"Amateur Radio Field Day" - Jun 24,25, 26, 2011	1,701	1,301	0	Limited Community Impact	0
27. Surrey International Folk Dancing Society	Funding for ethnic costume pieces and material for banner	3,575	1,000	0	Limited Community Impact	500 D-2, 33
28. Surrey Knights Swim Club	Purchase Team Laptop	700	500	0	Limited Community Impact	500 D-2, 34
29. White Rock South Surrey Skating Club	"Fantasy on Ice Carnival" March 12, 2011	42,950	1,000	0	Limited Community Impact	0
		<b>\$ 731,300</b>	<b>\$ 216,580</b>	<b>\$ 0</b>		



### Disposal of Obsolete Computer Equipment

The City disposes of obsolete computer equipment by first purging it of all data and then sending it to be auctioned off. Currently, such equipment is sold by the pallet (20 plus units per pallet) and provides a very minimal return to the City. Buyers are typically buying the equipment to retrieve the metal and other materials it contains.

### **DISCUSSION**

Surrey Fire Services staff and Finance & Technology staff have been exploring options with respect to the disposal of decommissioned fire services equipment and obsolete computer equipment with a view to progressing the City toward a higher level of sustainability.

### Fire Services Equipment

*Firefighters Without Borders* is a registered non-profit society (the “Society”) that was founded 12 years ago by the Vancouver Fire Department for the purpose of providing firefighting equipment and clothing along with skills training to the fire services staff of developing countries. Other fire services departments within the Lower Mainland and throughout BC can partner in this international aid program.

Surrey Fire Services is in the process of negotiating an agreement with the Society to donate decommissioned fire services turnout gear, nozzles and SCBA equipment to the Society for its distribution to developing countries. The Society has sponsors who assist with the program by storing equipment and providing shipping and handling at no cost to the Society.

### Computer Equipment

Information Technology is negotiating an agreement with Dell Professional Services to allow for the reuse of computer hardware and software that is obsolete to Surrey. Under this agreement Dell Professional Services will pick up the City’s obsolete computer hardware and software, purge the hard-drives of all data and conduct an assessment of each piece of equipment to determine its suitability for reuse by classifying it into one of three classes:

- a) Hardware and software having significant value: This equipment will be resold and a portion of the proceeds will be forwarded to the City of Surrey;
- b) Hardware and software that is usable but has more limited market value: This hardware will be donated to the *National Cristina Foundation* (<http://www.cristina.org/>); and
- c) Hardware that is not usable: This hardware will be sent to the Trail Smelter for destruction and reclamation of basic materials.

The *National Cristina Foundation* collects and distributes, at no cost to the recipient, computer hardware and software both in Canada and throughout the rest of the World to individuals with disabilities or who are economically disadvantaged, schools and not-for-profit agencies. One of the purposes of the *Foundation* is to enhance the quality of life of the disadvantaged through the provision of computer equipment and training.

The Foundation relies upon corporations and individuals donating used computers, software, peripherals and related business technology. Through an online application process, they screen potential charities, schools and not-for-profit agencies that apply to receive used computer equipment for the purpose of assisting those in need.

Dell Professional Services through its agreement with the City will provide the City with records confirming the transfer of ownership of the computer equipment, documentation that the information on the hard-drives have been fully purged prior to its reuse by others and confirmation that any unusable hardware has been disposed in an environmentally responsible manner.

All donations will be subject to the conclusion of agreements with Firefighters Without Borders and Dell Professional Services that will be reviewed by Legal Services prior to finalization.

## CONCLUSION

The disposal of equipment as discussed in this report supports the objectives of the City's draft Sustainability Charter. It will demonstrate environmental sustainability by reducing the amount of waste generated by the City and social sustainability by improving the well being of those who are in need through the effective reuse of equipment that is no longer useful to the City.



Len Garis  
Fire Chief

Vivienne Wilke, CGA  
General Manager,  
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