



SUBJECT: Official delegation to Itabashi, Japan

TO: Committee of the Whole

FROM: Clerks Department

Report Number: CL-06-19

Wards Affected: All

File Numbers: 130-02

Date to Committee: April 1, 2019

Date to Council: April 23, 2019

Recommendation:

Authorize travel of an official delegation to Itabashi, Japan in October, 2019 to celebrate the 30th anniversary of the twinning between the City of Burlington and the City of Itabashi, comprised of Mayor, councillor liaison to the Mundialization Committee, City Manager or designate, a member of Clerks staff, Chair of the Burlington Mundialization Committee and the Chair of the Itabashi sub-committee; and

Approve the purchase of a gift up to a value of \$1200, as the official gift from the City of Burlington to the City of Itabashi on the occasion of the 30th twinning anniversary.

Purpose:

- An Engaging City
- Good Governance

Background and Discussion:

A twinning agreement between Burlington and Itabashi was signed at Burlington City Hall by Mayor Roly Bird and Mayor Keizo Kurihara on May 12, 1989. The relationship has been demonstrated since then through regular citizen visits, official delegations, gift exchanges, student pen pal and art exchanges and memorable anniversary celebrations.

On February 26, 2007, Council approved recommendation CC-34-07 pertaining to a framework for managing twin city relationships in terms of gifts, official visits and associated events. The full recommendation is attached as Appendix A of this report.

In particular, the 2007 approved framework outlined that the City of Burlington would celebrate the anniversary of twin city relationships once every five years, including the 25th year, and that after the 25th year, twinning anniversary celebrations would only occur every 10 years.

On December 11, 2017, Council approved an amendment to the City of Burlington framework for managing twin city relationships to permit the celebration of twinning anniversaries every five years.

History of Gift Exchanges

The celebration of twinning anniversaries also includes the exchange of official gifts. Burlington has been the recipient of many gifts from the City of Itabashi, including:

- Peace Memorial Statue located in the lower level of City Hall (1989)
- Fireworks displays on the occasions of the first, fifth and tenth twinning anniversaries (1990, 1994, 1999)
- Itabashi bridge at Tansley Woods (dedicated in 1997)
- *Seasons and Lives* photo exhibition depicting daily life in Itabashi, Japan (2004)
- Tapestry – a historical replica (2009)
- Japanese Paper Lantern “Chōchin” (2014)

Burlington has also been the recipient of personal donations from Itabashi citizens:

- Rhododendrons at Paletta Mansion (2004)
- Sakura cherry trees at Spencer Smith Park and Itabashi Way (1996)
- annual donation to local charities since 1989
- contributions to Nelson Youth Centre, Art Gallery of Burlington and funding of a scholarship through Rotary Club of Burlington Lakeshore

Burlington’s gifts to Itabashi have included:

- original abstract painting by Burlington artist Walter Hickling (1990)
- production of *Anne of Green Gables* by Crown Theatre Productions (1995)
- replica of the anniversary clock that stands in front of City Hall (1999)
- Connections art exhibit (2004) - four pieces of the exhibit remained in Itabashi

- original Robert Bateman paintings – a Great Blue Heron painting located in Itabashi City Hall and a Red-Crowned Crane painting located in Burlington City Hall (2009)
- “Ohayo” - a hand dyed, handwoven silk piece designed to symbolize the friendship that exists between the cities of Itabashi and Burlington by local artist Jennifer Earle.

History of Delegations

Official delegations:

Burlington has sent official delegations to Itabashi in 1988, 1990, 1991, 1992, 1995, 1999, 2004, 2009 and 2014.

Citizen delegations:

Citizens of Burlington have also participated in delegations to Itabashi in 1994, 1995, 1999, 2004, 2009 and 2014.

Cultural delegations:

Official visits during anniversary years have also included cultural delegations.

Cultural delegations from Itabashi have included:

- Isoroku Drum Troupe (1992)
- Itabashi Village set up as part of the Sound of Music Festival (1994, 1999, 2004)
- “Satokagura”, a Japanese folk theatre group (2004)
- Display of Yoroi Armour (Tosei Gusoku, suit of armour) and Ukiyoe (wood block prints), tea ceremony presentation and kyoto harp presentation (2014)

Cultural delegations from Burlington have included:

- Burlington Teen Tour Band (1990)
- production of “Anne of Green Gables” by Crown Theatre Productions (1995)
- Footnotes dance group (1999)
- Burlington artists (2004)

History of Twinning Related Activities:

The twinning relationship between the cities of Burlington and Itabashi continues to be active and vibrant. The official twinning agreement includes statements like; “this twinning agreement is foremost to promote international understanding”, “to foster mutual understanding” and to “foster the involvement of individual citizens of each community”

Through the dedication of the volunteer citizens on the Burlington Mundialization committee and the commitment of Burlington City Council, the following provides a sampling of the committed and meaningful twinning relationship between Burlington and Itabashi:

- The annual Sakura Festival held at the Art Gallery of Burlington attracts more than 300 people to the two-hour event showcasing Japanese culture through displays of dance, fashion and music.
- In partnership with the Burlington Public Library, a Japanese cultural presentation is offered approximately every eight weeks to Burlington residents, the recent being a sold-out event featuring samurai sword making.
- This year marks the 13th annual elementary student art exchange where art from Burlington and Itabashi students is displayed in art galleries in their respective cities.
- An active pen pal exchange between high school students has been ongoing since 2017.

These cultural events and exchanges, along with the citizen delegation tours have allowed the cities to foster cultural understanding and citizen involvement. These activities also support Burlington's status as a 'world community' advancing the ideals of the United Nations to promote mutual trust and appreciation among people of different nations.

Discussion:

2019 marks the 30th anniversary of the twinning relationship between Burlington and Itabashi. Preliminary planning has been underway for several months with staff at the City of Itabashi - Culture and International Exchange Foundation. Events being planned at this time include:

- An Itabashi official delegation will visit Burlington during the Canada Day weekend from Jun. 30 - Jul. 3, 2019.
- An Itabashi citizen delegation will visit Burlington Aug. 14 - 20, 2019.
- A Burlington official delegation will visit Itabashi Oct. 15 - 20, 2019.
- A Burlington citizen delegation will visit Itabashi Oct. 16 - 27, 2019.
- Both cities are arranging a welcome and sayonara dinner for visiting officials.
- Both cities are arranging commemorative events that showcase the twinning relationship and the respective cultures to their citizens.
- Both cities will present a city gift with the maximum value of the gift agreed to mutually between cities.

Delegations

Based on the approved framework for managing twin city anniversary celebrations, an official Burlington delegation to Itabashi would consist of the Mayor or designate, the

Council's appointed representative to the Burlington Mundialization Committee or designate, Chair or Vice-Chair of the Burlington Mundialization Committee, Chair of the Itabashi sub-committee and two city staff responsible for the twin city relationship.

A citizen tour is currently being coordinated by the Mundialization Committee. The Committee has been actively recruiting Burlington citizens, through newspaper ads and social media and information sessions have been arranged for residents to learn more about the citizen tour on Apr. 4 and May 23, 2019 at 6 p.m. at city hall. Citizens will participate in the official events coordinated by the City of Itabashi during the first few days of their stay and then would continue to enjoy a 7-day organized tour. Several citizens have expressed interest to date.

There are no plans currently for a cultural delegation to travel from Burlington to Itabashi or vice versa.

Official Gift

Clerks staff have confirmed with the City of Itabashi, the agreed upon maximum amount of \$1200 CDN for the city gift exchange. Staff are currently pursuing the creation of a wood crafted art piece.

Financial Matters:

There are few financial components related to the recommendations in this report. The first is the cost of travel for Burlington's official delegation to Itabashi. The projected costs of travelling to Itabashi in 2019 were provided by DHTour. DHTour has been the vendor of record for city travel arrangements since 2004. The following table briefly outlines costs associated with a four-night stay:

	Four Night Stay for Burlington Official Delegation
Air	\$1751 per person
Accommodation	\$1020 per person
Airport transfers	\$380 per person
Total	\$3151 per person

*prices include taxes/surcharges, cancellation and change fees.

*based on current pricing and will change with time

*changes in exchange rates could affect pricing

*single room supplements to be added if applicable

The above costs include breakfast each morning. All other local travel and food costs are covered by the host city and incorporated into the delivery of their anniversary celebrations. Traditionally an interpreter has been provided by the City of Itabashi.

Source of Funding

Costs associated with the Mundialization Committee members travel expenses have been budgeted within the Mundialization Committee budget.

All costs associated with travel expenses for the Mayor, a member of council and two members of staff will be paid for from the Mundialization Reserve Fund.

The \$1200 cost of an official gift for the City of Itabashi will be funded from the Mundialization Reserve Fund.

Connections:

The Mundialization Committee actively works in cooperation with several community partners (Burlington Public Library, Royal Canadian Legion, Art Gallery of Burlington, Tourism Burlington, Halton District School Board, Halton Catholic District School board, teachers, students and cultural communities) to coordinate cultural activities and events.

The report recommendation is consistent with the intent of By-law 114-1985, a bylaw to declare Burlington a World Community and Burlington's Strategic Plan 2015-2040 direction to 'reach out to new and diverse communities to expand the cultural fabric' of Burlington.

Public Engagement Matters:

The Mundialization Committee has been communicating through the Burlington Post, City of Burlington website, social media and information sessions to recruit citizens for the tour to Itabashi, Japan in October 2019.

The City of Burlington website, social media and Burlington Post will continue to be used throughout 2019 to make residents aware of 30th twinning anniversary related events and to inform them about the history and significance of Burlington's twinning relationship with Itabashi, Japan.

Conclusion:

City of Burlington staff and members of the Burlington Mundialization Committee are eager to continue planning for the celebration of the 30th anniversary of the twinning between Burlington and Itabashi and to further cultivate the partnership and bond that has developed between our two cities over the past thirty years.

Respectfully submitted,

Lisa Palermo

Committee Clerk

905-335-7600 ext. 7492

Appendices:

- A. Council recommendation CC-34-07 providing the framework for managing twin city relationships

Report Approval:

All reports are reviewed and/or approved by Department Director, Director of Finance and Director of Legal. Final approval is by the City Manager.

Appendix A

CC-34-07 APPROVAL OF A FRAMEWORK FOR MANAGING TWIN CITY RELATIONSHIPS IN TERMS OF GIFTS, OFFICIAL VISITS AND ASSOCIATED EVENTS

THAT the City of Burlington celebrate the anniversary of our twin city relationships with Itabashi-ku, Japan, Apeldoorn, the Netherlands, and any other future twinning partner, once every five years, including the thirtieth year anniversary, and every ten years thereafter, so long as the twinning agreement remains in place; and

THAT the City of Burlington celebrate its own community anniversary every 25 years, the next anniversary being in 2023; and

THAT the number of official receptions during non-anniversary years be reduced from two to one per visit, and during anniversary years from four to two per visit; and

THAT official attendance at receptions during anniversary years held to celebrate the twinning relationships be limited to:

- Mayor and members of City Council
- City Manager and General Managers or their designate
- Chair or Vice-Chair of the Burlington Mundialization Committee
- Chair, Vice-Chair and members of the sub-committee responsible for the twin city relationship
- City Clerk or designate(s); and

THAT spouses and/or significant others be invited to receptions during anniversary years only if there are spouses and/or significant others participating as members in the visiting delegation; and

THAT attendance at a reception held to celebrate the shared experience of our twinning relationships during non-anniversary years be limited to:

- Mayor or Deputy Mayor of Burlington and guest community
- Council's appointed representative to the Burlington Mundialization Committee and any other councillors interested in attending
- Chair or Vice-Chair of the Burlington Mundialization Committee
- Chair, Vice-Chair and members of the sub-committee responsible for the twin city relationship
- City Clerk or designate(s)
- Burlington residents who have opened their homes for home visits, and other community members who have helped host the delegates from the visiting twin city; and

THAT best efforts be utilized by the City of Burlington to purchase gifts for twin city partners from local organizations such as the Burlington Art Centre, Burlington Museums, Royal Botanical Gardens and/or City of Burlington branded items; and

THAT travel to Burlington's twin cities during anniversary years be limited to:

- Two members of Council: Mayor or designate and Council liaison to the Burlington Mundialization Committee or designate
- Chair or Vice-Chair of the Burlington Mundialization Committee
- Chair of the sub-committee responsible for the twin city relationship
- Two City staff responsible for the twin city relationship; and

THAT transportation will not generally be provided to or from airports for visiting delegations to Burlington; and

THAT delegations, groups and individuals visiting Burlington be offered such courtesies as follows:

- Officially sanctioned delegations will be greeted upon their arrival in Burlington by a comparable individual, member of Council or official, given tours of their specific area of interest, and hosted at such events as deemed necessary
- Unofficial delegations (groups) on pleasure or business will be greeted, upon their arrival in Burlington by an appropriate staff member or official, and directed to such persons that can assist them in making arrangements to meet their specific interest or needs
- Groups (culture, sport, recreation, business, etc.) will be greeted upon their arrival in Burlington, by an appropriate staff member, Council representative or official and be directed to such persons or groups that can assist them in arrangements for billeting, tours, meetings, specific interests, etc.
- Individuals on business or pleasure will be directed upon request, by a staff person to their areas of interest and/or any specific assistance they may require; and

THAT a minimum six months notice be provided to the City of Burlington or given to our twin partners when a delegation requests home stay accommodation.

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