City Services

New Westminster Community Grants
Community Partnerships Division

Updated: July 2025

The City of New Westminster offers a range of municipal services to support grant-funded initiatives, including contributions from departments such as Police, Transportation, Fire and Rescue, Engineering Operations, and others. These services often carry associated costs, which must be accounted for in your grant application. Additionally, use of any City-owned property—indoors or outdoors—requires a permit. City Services do not include rental fees for City venues but does include the permit costs.

Applying for City Services

Typical City Services requests include traffic control, barricades, waste management, road closures, and staffing from Fire, Police, and Engineering departments. Applicants may request a combination of cash and City Services funding, to a maximum of $75,000. Applications requesting only City Services are reviewed internally by City staff.

Requesting a City Services Quote

Applicants requesting City Services must obtain a quote prior to submitting their grant application and upload the quote with their submission.

Please begin the request process well in advance of the grant deadline, as estimates for large or complex events may take up to three weeks. To begin:

- Contact the Community Grants Coordinator at grants@newwestcity.ca no later than October 17, 2025.
- Include:
    - The dates of your proposed activity
    - A preliminary list of required City Services
    - A description of how these services relate to your overall event plan or initiative

Use of City Facilities

Use of City facilities is not included as part of City Services, except in exceptional cases. Facilities (indoor and outdoor) are already made available to user groups at a subsidized rate.

- If your project requires the rental use of a City facility, contact the facility directly to receive a quote.
- Include the facility rental quote in the cash portion of your grant request.
- For information about facility rentals, click here.

City Services Provided Through the Community Grants Program

Below is an overview of the departments and services applicants may request. Please clearly outline all required services in your email to the Community Grants Coordinator.

Note: The City does not provide rentals of tables, chairs, tents, or staging for outdoor events. These must be sourced independently from third-party rental companies.

1. Community Partnerships

Within Community Services, the Community Partnerships Division manages both City-produced events and those produced by community organizations. They coordinate permits and are likely to work closely with you during event planning.

2. Police Services

New Westminster Police Department (nwpolice.org) keeps the community safe by enforcing the law, and by preventing and reducing crime.

Services may include:

- Event review and approval (where required)
- Oversight of high-risk or large-crowd events
- Traffic control (where third-party security is unavailable)
- Approval of Special Occasion or Beer Garden permits

3. Parks and Recreation Services

Parks and Recreation is responsible for providing, facilitating the development of, and maintaining high quality parks, recreation programs and supporting facilities. Maintenance responsibility for both indoor and outdoor facilities and park spaces is shared with Engineering Services.

Services may include:

- Permitting for outdoor spaces, parks and plazas (link) and amenities (link)
- Staff and Service supports (availability-dependent), including:
    - Irrigation Controls
    - Concession Services

4. Library Services

New Westminster Public Library (nwpl.ca) is responsible for providing library resources and services to the community. Services may include the use of facilities and meeting rooms (availability-dependent), click here.

5. Anvil Centre

Anvil Centre (anvilcentre.com) includes workshop, performance, and event available for community use. City Services at Anvil Centre may include specialized staff support and event-related costs.

6. Fire and Rescue Services

Fire and Rescue Services (newwestcity.ca/fire) is mandated to protect life, property and the environment through the provision of emergency response and planning, inspections, code enforcement and public education, ensuring safety for the public.

Services may include:

- Food truck inspections
- Event safety review and approvals
- High risk events (large crowds)
- Capacity advisories for public spaces

7. Engineering Services

Engineering Services is responsible for planning, building, operating and maintaining the City's physical infrastructure, including roads and sidewalks, civic buildings and facilities and sanitation services.

Services may include:

- Waste collection and management
- Barricades and cones
- Signage and temporary wayfinding
- Washroom Services (if available)
- Staffing Supports (availability-dependent)

8. Electrical Utility Operations - Electrical Services

The Electrical Services Department is responsible for maintaining the City's street lighting system and traffic signal system.

Services include:

- Installation of Street Banners
- Temporary access to electrical power

9. Environment and Sustainability

The City of New Westminster is committed to protecting, enhancing and managing the natural environment in order to provide a sustainable living environment to local residents. The City supports a number of programs and initiatives that help and improve our environment.

Services may include:

- Staff supports (availability-dependent)
- Access to outdoor spaces and environmental amenities