

# Kitsilano War Memorial Community Association



ANNUAL REPORT 2023

# AGENDA

- **Welcome from Jerry Fast, President, KCCA**
- **Approval of 2022 AGM minutes**
- **Auditor's Report and Financial Statement**
- **Appointment of Auditor for 2023**
- **President's Report**
- **Committees and Task Force Reports**
  - Program Committee
  - Building Committee
  - Community Needs Assessment Task Force
  - Marketing Committee
- **Community Recreation Supervisor's Report**
- **Election of Directors**

Current Directors with one year remaining on their two-year term:

- Arlene Brown
- Anne Rooney

Current Directors elected for a two year term:

- Alfred Lam
- Annette Whitehead
- Elizabeth Cochran
- Jerry Fast
- Suzanne Narvey

Current Directors elected for a one year term:

- David Brooks
- Darryl Lagerquist
- Hanah Van Borek
- Karmel Leor Greenfeld
- Arezo Zarrabian
- Verity King
- Angie Walkinshaw

Honorary Life Members:

- Peg Hillman, Robert Haines
- **Oath of Office**
- **Other Business**
  - Presentation of Honorary Lifetime Membership in KCCA to Nona Thompson
- **Adjournment**

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# BOARD OF DIRECTORS

## **Executive**

|                                |                |
|--------------------------------|----------------|
| Jerry Fast                     | President      |
| Joan Andersen (Until Oct 2022) | Vice-President |
| Suzanne Narvey                 | Vice-President |
| Elizabeth Cochran              | Vice-President |
| Arlene Brown                   | Treasurer      |
| Alfred Lam                     | Secretary      |

## **Members at Large**

|                                  |          |
|----------------------------------|----------|
| Nona Thompson                    | Director |
| Annette Whitehead                | Director |
| David Brooks                     | Director |
| Anne Rooney                      | Director |
| Faisal Mirza                     | Director |
| Claire Johnson (Until Mar 2022)  | Director |
| Ian Jeske (Until Mar 2022)       | Director |
| Clint McGuire (Until Apr 2022)   | Director |
| Alisia Adams (Until Apr 2022)    | Director |
| Gabriel Vieira (Until Sept 2022) | Director |
| Jeannine Peters (Until Oct 2022) | Director |
| Ella Chan (Until Nov 2022)       | Director |

## **Honorary Life Members**

Peg Hillman, Robert Haines

# KITSILANO COMPLEX STAFF

|   |   |
|---|---|
| <b>Community Recreation Supervisor</b>    | Silvia Laforges, Jacklyn Altamura   |
| <b>Recreation Programmer II</b>           | Heather Rooke, Eric Yu, Randy Chan  |
| <b>Fitness Programmer</b>                 | Casey LeFler, Patrick Wong  |
| <b>Rink Programmer</b>                    | Maegan Montemayor   |
| <b>Recreation Facility Clerk</b>          | Beatriz Becerra   |
| <b>Cashier Receptionist (RFT)</b>         | Kathryn Bolt  |
| <b>Program Assistant III</b>              | Gabrio Mannucci, Chris Eastman  |
| <b>Youth Worker</b>                       | Katie Meredith, Keani Pratt   |
| <b>Association Bookkeeper</b>             | Chelsey Amaral  |
| <b>Association Administrator</b>          | Natalia Ramirez, TJ Elias, Irene Lagace   |
| <b>Fitness Centre Staff / Rink Staff</b>  | Patrick Wong, Maegan Montemayor   |
| <b>Tiggy Winkle Preschool Supervisors</b> | Angela Karellas, Manae Loconte  |
| <b>TLC Special Needs Youth Program</b>    | Shawna Balshin - Coordinator  |
| <b>Maintenance Technician</b>             | Peter Evans   |
| <b>Maintenance Lead Hands</b>             | Willem Muller, Easton Dustin, Nicetas "Ness" Caringal                               |
| <b>Building Service Workers</b>           | Rey Gamatan, Ranjit Purewal, Gauvain Gonzales, Arturo Tolentino, Charlita Almenario |



# 2022 A.G.M MINUTES

Kitsilano Community Centre Association  
ANNUAL GENERAL MEETING 2022 (online)  
Thursday, April 21th, 2022  
7:00 pm  
MINUTES

The meeting was called to order at 7:05 pm with Jerry Fast in the Chair. A quorum was present.

**1. Welcome from Jerry Fast, President, KCCA**

We acknowledge that we live and work on the unceded ancestral territories of the Coast Salish Peoples including the Musqueam, Squamish, and Tsleil Waututh Nations.

**2. Approval of 2021 AGM minutes**

**Jerry Fast made a motion to accept the Minutes of the AGM Meeting for 2021.**

**Moved by Joan Andersen Seconded by Nona Thomson Motion Carried**

**3. Auditor's Report and Financial Statement**

Jerry Fast called upon Arlene Brown, the Treasurer, to introduce the auditor to present the 2021 Financial Statements.

Arlene Brown introduced Erik Allas from the accounting firm of Tompkins Wozny, LLP.

Erik gave a detailed review of the finances for 2021.

**Jerry Fast asked for a motion to accept the audited financial report.**

**Moved by Gabriel Vieira Seconded by Annette Whitehead Motion Carried**

**4. Appointment of Auditor for 2022**

**Jerry Fast asked for a motion to retain Tompkins Wozny LLP as auditors for 2022.**

**Moved by Arlene Brown Seconded by Alf Lam Motion Carried**

**5. President's Report**

A written report was submitted. Jerry spoke about the highlights of his report.

## **6. Committees and Task Force Reports**

Each committee submitted a written report.

6.1. Program Committee

6.2. Building Committee

6.3. Marketing Committee

6.4. Senior's Committee

6.5. Community Needs Assessment Task Force

6.6. Sustainability & Climate Action Task Force

## **7. Community Recreation Supervisor's Report**

A written report was submitted inclusive to the Rink and Fitness Centre by Centre Supervisor, Silvia Laforges.

## **8. Election of Directors**

Arlene Brown presented the slate of nominees for Officers for the Kitsilano War Memorial Community Centre Association.

The nominees were declared elected by acclamation.

Current Directors with one year remaining on their two-year term:

- Alfred Lam
- Annette Whitehead
- David Brooks
- Liz Cochran
- Jerry Fast
- Nona Thompson

Current Directors elected for a two year term:

- Arlene Brown
- Joan Andersen
- Anne Rooney
- Jeannine Peters

Current Directors elected for a one year term:

- Ella Chan
- Gabriel Vieira
- Faisal Mirza
- Suzanne Narvey



Honorary Life Member - Peg Hillman, Robert Haines

## **9. Oath of Office**

Jerry Fast introduced John Irwin, Parks Board Commissioner Liaison. He conducted the Oath of Office for the Officers of the Kitsilano War Memorial Community Centre Association. The oath was sworn verbally by John and the new members.

## **10. Other Business**

## **11. Adjournment**

The meeting adjourned at 7:35 pm.

**Jerry Fast asked for a motion to adjourn the meeting**

**Moved by David Brooks Seconded by Alf Lam Motion Carried**

Minutes taken by TJ Elias, KCCA Administrator

[www.twmca.com](http://www.twmca.com)

## FINANCIAL STATEMENTS

### KITSILANO WAR MEMORIAL COMMUNITY CENTRE ASSOCIATION

December 31, 2022

Limited Liability Partnership



**Tompkins Wozny**  
Chartered Professional Accountants

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## INDEPENDENT AUDITOR'S REPORT

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To the Members of  
Kitsilano War Memorial Community Centre Association

### *Opinion*

We have audited the financial statements of Kitsilano War Memorial Community Centre Association (the Association), which comprise the statement of financial position as at December 31, 2022, and the statements of operations, changes in fund balances and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Association as at December 31, 2022, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

### *Basis for Opinion*

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Association in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### *Responsibilities of Management and Those Charged with Governance for the Financial Statements*

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.

### *Auditor's Responsibilities for the Audit of the Financial Statements*

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

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## INDEPENDENT AUDITOR'S REPORT

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- Conclude on the appropriateness of management's use of the going concern basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

### Report on Other Legal and Regulatory Requirements

As required by the British Columbia Societies Act, we report that the accounting principles used in these financial statements have been applied on a basis consistent with that of the preceding year.

*Tompkins Wozny LLP*

Vancouver, Canada  
March 16, 2023

Chartered Professional Accountants

Kitsilano War Memorial Community Centre Association

STATEMENT OF FINANCIAL POSITION

As at December 31

|  | 2022                    |                             | 2021             |                  |
|--|-------------------------|-----------------------------|------------------|------------------|
|  | Operating<br>Fund<br>\$ | Capital<br>Asset Fund<br>\$ | Totals<br>\$     | Totals<br>\$     |
| <b>ASSETS</b>                                    |                         |                             |                  |                  |
| <b>Current</b>                                   |                         |                             |                  |                  |
| Cash - operating                                 | 211,279                 | —                           | 211,279          | 375,438          |
| - gaming   | —                       | —                           | —                | 628              |
| Accounts receivable [note 4]                     | 149,761                 | —                           | 149,761          | 55,194           |
| Prepaid expenses                                 | 5,164                   | —                           | 5,164            | 2,169            |
| <b>Total current assets</b>                      | <b>366,204</b>          | <b>—</b>                    | <b>366,204</b>   | <b>433,429</b>   |
| Long-term investments [note 3]                   | 662,487                 | 419,600                     | 1,082,087        | 964,299          |
| Capital assets [note 5]                          | —                       | 10,414                      | 10,414           | 14,470           |
| <b>Total assets</b>                              | <b>1,028,691</b>        | <b>430,014</b>              | <b>1,458,705</b> | <b>1,412,198</b> |
| <b>LIABILITIES AND FUND BALANCES</b>             |                         |                             |                  |                  |
| <b>Current liabilities</b>                       |                         |                             |                  |                  |
| Accounts payable and accruals [note 6]           | 188,438                 | —                           | 188,438          | 135,480          |
| Canada Emergency Business Account loan [note 14] | 40,000                  | —                           | 40,000           | 40,000           |
| Deferred contributions and grants                | 79,019                  | —                           | 79,019           | 64,350           |
| Unearned revenue                                 | 140,774                 | —                           | 140,774          | 131,005          |
| <b>Total liabilities</b>                         | <b>448,231</b>          | <b>—</b>                    | <b>448,231</b>   | <b>370,835</b>   |
| <b>Fund balances</b>                             |                         |                             |                  |                  |
| Unrestricted                                     | 180,460                 | —                           | 180,460          | 155,539          |
| Invested in capital assets                       | —                       | 10,414                      | 10,414           | 14,470           |
| Internally restricted [note 8]                   | 400,000                 | 419,600                     | 819,600          | 871,354          |
| <b>Total fund balances</b>                       | <b>580,460</b>          | <b>430,014</b>              | <b>1,010,474</b> | <b>1,041,363</b> |
| <b>Total liabilities and fund balances</b>       | <b>1,028,691</b>        | <b>430,014</b>              | <b>1,458,705</b> | <b>1,412,198</b> |

Commitments [note 11]

COVID-19 [note 13]

See accompanying notes to the financial statements

On behalf of the Board:

Director

Director



**Tompkins Wozny**  
Chartered Professional Accountants

STATEMENT OF CHANGES IN FUND BALANCES

Year ended December 31

|  | Operating<br>Fund<br>\$ | Invested in<br>Capital<br>Assets<br>\$ | Internally<br>Restricted<br>\$ | Total<br>\$      |
|--|-------------------------|--|--------------------------------|------------------|
| <b>2022</b>                                |                         |  | [note 8]                       |                  |
| <b>Balance, beginning of year</b>          | <b>155,539</b>          | <b>14,470</b>                          | <b>871,354</b>                 | <b>1,041,363</b> |
| Revenue over expenses for the year         | (25,889)                | (5,000)                                | —                              | (30,889)         |
| Investment in capital assets               | (944)                   | 944                                    | —                              | —                |
| Interfund transfer                         | 51,754                  | —                                      | (51,754)                       | —                |
| <b>Balance, end of year</b>                | <b>180,460</b>          | <b>10,414</b>                          | <b>819,600</b>                 | <b>1,010,474</b> |
| <b>2021</b>                                |                         |  |                                |                  |
| <b>Balance, beginning of year</b>          | 211,327                 | 9,629                                  | 778,626                        | 999,582          |
| Revenue over (under) expenses for the year | 47,048                  | (5,267)                                | —                              | 41,781           |
| Investment in capital assets               | (10,108)                | 10,108                                 | —                              | —                |
| Interfund transfer                         | (92,728)                | —                                      | 92,728                         | —                |
| <b>Balance, end of year</b>                | <b>155,539</b>          | <b>14,470</b>                          | <b>871,354</b>                 | <b>1,041,363</b> |

See accompanying notes to the financial statements

**Kitsilano War Memorial Community Centre Association**

**STATEMENT OF OPERATIONS**

Year ended December 31

|   | 2022           |                    | 2021      |
|---|----------------|--------------------|-----------|
|   | Operating Fund | Capital Asset Fund | Totals    |
|   | \$             | \$                 | \$        |
| <b>REVENUE</b>  |                |                    |           |
| Program operations <i>[schedule 1] [note 7]</i>       | 1,055,998      | —                  | 1,055,998 |
| Rentals   | 36,693         | —                  | 36,693    |
| Interest  | 18,164         | —                  | 18,164    |
| Wage subsidy - government assistance <i>[note 13]</i> | 14,864         | —                  | 14,864    |
| Vending, promotions and other                         | 3,123          | —                  | 3,123     |
| Grants <i>[note 7]</i>                                | 1,337          | —                  | 1,337     |
| Donations   | 1,184          | —                  | 1,184     |
| Garden Project  | 1,074          | —                  | 1,074     |
| CEBA loan forgiveness <i>[note 14]</i>                | —              | —                  | —         |
| Artist in Residence                                   | —              | —                  | —         |
|   | 1,132,437      | —                  | 1,132,437 |
| <b>EXPENSES</b>                                       |                |                    |           |
| Program operations <i>[schedule 1]</i>                | 743,107        | —                  | 743,107   |
| Group One wages                                       | 117,251        | —                  | 117,251   |
| Administration staffing                               | 48,077         | —                  | 48,077    |
| Credit card merchant fees and bank charges            | 20,881         | —                  | 20,881    |
| Promotion and other                                   | 15,366         | —                  | 15,366    |
| Equipment   | 11,438         | —                  | 11,438    |
| Subscription fee <i>[note 11]</i>                     | 11,363         | —                  | 11,363    |
| Advertising   | 10,371         | —                  | 10,371    |
| Accounting  | 9,416          | —                  | 9,416     |
| Audit   | 7,175          | —                  | 7,175     |
| Amortization of capital assets                        | —              | 5,000              | 5,000     |
| Rentals   | 4,397          | —                  | 4,397     |
| Insurance   | 3,573          | —                  | 3,573     |
| Education   | 2,625          | —                  | 2,625     |
| Artist in Residence                                   | —              | —                  | —         |
| Garden Project  | —              | —                  | —         |
| Awards and scholarships                               | —              | —                  | —         |
| Breakfast club program                                | —              | —                  | —         |
| Operation fee <i>[note 11]</i>                        | —              | —                  | —         |
|   | 1,005,040      | 5,000              | 1,010,040 |
| <b>Revenue over (under) expenses before other:</b>    | 127,397        | (5,000)            | 122,397   |
| Capital improvements <i>[note 12]</i>                 | (153,286)      | —                  | (153,286) |
| <b>Revenue over (under) expenses for the year</b>     | (25,889)       | (5,000)            | (30,889)  |

See accompanying notes to the financial statements



## STATEMENT OF CASH FLOWS

Year ended December 31

|  | 2022<br>\$       | 2021<br>\$       |
|--|------------------|------------------|
| <b>OPERATING ACTIVITIES</b>                                  |                  |                  |
| Revenue over (under) expenses for the year                   | (30,889)         | 41,781           |
| Item not affecting cash:                                     |                  |                  |
| Amortization of capital assets                               | 5,000            | 5,267            |
| Changes in non-cash working capital:                         |                  |                  |
| Accounts receivable  | (94,567)         | 26,360           |
| Prepaid expenses   | (2,995)          | 77               |
| Accounts payable and accruals                                | 52,958           | 115,833          |
| Unearned revenue   | 24,438           | 101,023          |
| <b>Cash provided by (used in) operating activities</b>       | <b>(46,055)</b>  | <b>290,341</b>   |
| <b>INVESTING ACTIVITIES</b>                                  |                  |                  |
| Net purchase of investments                                  | (117,788)        | (116,277)        |
| Acquisition of capital assets                                | (944)            | (10,108)         |
| <b>Cash provide by (used in) investing activities</b>        | <b>(118,732)</b> | <b>(126,385)</b> |
| <b>FINANCING ACTIVITIES</b>                                  |                  |                  |
| Proceeds from Canada Emergency Business Account loan         | —                | 60,000           |
| Canada Emergency Business Account loan – forgiveness of debt | —                | (20,000)         |
| <b>Cash provide by financing activities</b>                  | <b>—</b>         | <b>40,000</b>    |
| <b>Increase (decrease) in cash during the year</b>           | <b>(164,787)</b> | <b>203,956</b>   |
| Cash, beginning of year                                      | 376,066          | 172,110          |
| <b>Cash, end of year</b>                                     | <b>211,279</b>   | <b>376,066</b>   |
| <b>Cash consist of:</b>                                      |                  |                  |
| Cash - operating   | 211,279          | 375,438          |
| - gaming   | —                | 628              |
|  | <b>211,279</b>   | <b>376,066</b>   |

See accompanying notes to the financial statements



## **NOTES TO FINANCIAL STATEMENTS**

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December 31, 2022

### **1. PURPOSE OF THE ASSOCIATION**

The Kitsilano War Memorial Community Centre Association (the "Association") is a not-for-profit organization incorporated under the Society Act of British Columbia. The Association, operating in conjunction with the Vancouver Park Board, provides activities to area residents on a user fee basis.

### **2. SIGNIFICANT ACCOUNTING POLICIES**

These financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations and include the following significant accounting policies:

#### **Use of Estimates**

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the amounts of revenues and expenses reported during the year. Significant areas requiring the use of management estimates relate to the determination of net recoverable value of assets, in particular as it relates to useful lives of capital assets. Actual results could differ from these estimates.

#### **Revenue Recognition**

The Association follows the deferral method in accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when they are received or receivable if the amount receivable can be reasonably estimated and its collection is reasonably assured.

Licensed preschool fee revenue is recognized in the month to which the services relate based on enrollment rates.

General program revenue is recognized over the period the related program operates.

Facility rentals revenue is recognized on the date the space is rented or over the period the space is rented out, if applicable.

Interest income is recognized as revenue in accordance with the terms of the underlying investment, which is generally with the passage of time.

Revenue from all other sources other than direct access gaming is recognized when the respective program or service is provided.

**NOTES TO FINANCIAL STATEMENTS**

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December 31, 2022

**2. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)**

**Direct Access Gaming**

Proceeds received from direct access gaming funding are recorded as revenue or deferred contributions related to capital assets, if applicable, in the year the related expenditures are incurred.

**Fund Accounting**

Revenues and expenses related to activities and other programs are reported in the Operating Fund.

The Capital Asset Fund reports the assets, liabilities, revenues and expenses related to the Association's capital assets.

**Use of Kitsilano War Memorial Community Centre and the Providing of Operating Expenses**

Use of Kitsilano War Memorial Community Centre premises as well as the providing of certain operating expenses, such as various staffing costs, are provided to the Association pursuant to a Joint Operating Agreement (JOA) with the Vancouver Board of Parks and Recreation. A new JOA was signed on January 1, 2018. The value of the use of the facilities as well as these additional operating expenses has not been reflected in the financial statements.

**Measurement of Financial Instruments**

The Association initially measures its financial assets and financial liabilities at fair value. The Association subsequently measures all its financial assets and financial liabilities at amortized cost.

Financial assets measured at amortized cost include cash, long-term investments (term deposits) and accounts receivable. Financial liabilities measured at amortized cost includes accounts payable and accruals.

Financial assets measured at amortized cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in net income. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in net income.

**Capital Assets**

Purchased capital assets are recorded in the Capital Assets Fund at cost. Contributed capital assets are recorded in the Capital Asset Fund at fair value at the date of contribution.

Amortization is provided on a straight-line basis at the following rates:

- Furniture, equipment and computers                      5 years

Amortization expense is recorded in the Capital Asset Fund.

## NOTES TO FINANCIAL STATEMENTS

December 31, 2022

### 2. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

#### Contributed Services

Volunteers contribute their time to assist the Association in carrying out its service delivery activities. Because of the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

### 3. INVESTMENTS

The Association's investments are term deposits which bear interest rates ranging from 1.10% to 3.50% and have maturity dates ranging from June 30, 2023 to December 3, 2024.

### 4. ACCOUNTS RECEIVABLE

|  | 2022<br>\$ | 2021<br>\$ |
|--|------------|------------|
| Vancouver Board of Parks and Recreation - online registrations | 133,232    | 28,411     |
| Accrued interest   | 9,136      | 5,127      |
| Operations   | 5,243      | 1,404      |
| Receiver General - GST   | 2,150      | 3,920      |
| - CEWS/THRP  | —          | 16,332     |
|  | 149,761    | 55,194     |
| Allowance for doubtful accounts                                | —          | —          |
|  | 149,761    | 55,194     |

### 5. CAPITAL ASSETS

|                                    | Cost<br>\$ | Accumulated<br>Amortization<br>\$ | Net Book<br>Value<br>\$ |
|------------------------------------|------------|-----------------------------------|-------------------------|
| <b>2022</b>                        |            |                                   |                         |
| Furniture, equipment and computers | 437,733    | 427,319                           | 10,414                  |
| <b>2021</b>                        |            |                                   |                         |
| Furniture, equipment and computers | 436,789    | 422,319                           | 14,470                  |

## NOTES TO FINANCIAL STATEMENTS

December 31, 2022

### 6. ACCOUNTS PAYABLE AND ACCRUALS

|   | 2022<br>\$     | 2021<br>\$     |
|---|----------------|----------------|
| Vancouver Board of Parks and Recreation | 113,497        | 45,692         |
| Operations                              | 67,077         | 80,421         |
| Wages payable                           | 5,155          | 4,140          |
| Government remittances - WCB            | 2,709          | 1,497          |
| - Payroll taxes                         | —              | 3,730          |
|   | <b>188,438</b> | <b>135,480</b> |

### 7. GRANT REVENUES

|   | 2022<br>\$     | 2021<br>\$     |
|---|----------------|----------------|
| <b>Grants included in program operations</b>              |                |                |
| Province of B.C. - MCFD - Licensed Preschool Program      | 85,441         | 80,927         |
| - Wage Enhancement Grant - Licensed Preschool Program     | 6,036          | 4,397          |
| - CCOF Grant - Licensed Preschool Program                 | 3,985          | 3,598          |
| - CCOF Grant - Covid funding                              | 3,855          | 8,418          |
| Government of Canada - Summer Jobs Grant - Youth Programs | 55,067         | 28,912         |
| Other - Telus   | 2,591          | —              |
| - City of Vancouver - Family Day grant                    | 1,000          | 1,000          |
|   | <b>157,975</b> | <b>127,252</b> |
| <b>Other</b>  |                |                |
| UBC Alzheimer's Grant                                     | 1,337          | —              |
| Vancity EnviroFund  | —              | 6,000          |
| Horizons Grant  | —              | 5,000          |
| Launch Online   | —              | 4,410          |
|   | <b>159,312</b> | <b>142,662</b> |

**NOTES TO FINANCIAL STATEMENTS**

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December 31, 2022

**8. INTERNALLY RESTRICTED FUND BALANCES**

|  | <b>2022</b>    | <b>2021</b>    |
|--|----------------|----------------|
|  | <b>\$</b>      | <b>\$</b>      |
| AV project                               | 6,768          | 6,768          |
| Capital equipment and improvements       | 77,855         | 77,855         |
| Lobby Redesign                           | 75,000         | 75,000         |
| Needs Assessment                         | 40,000         | 40,000         |
| Project contingency                      | 200,000        | 100,000        |
| Snowy's Lounge project                   | 5,259          | 157,013        |
| Website Development                      | 14,718         | 14,718         |
| Capital equipment and other improvements | 419,600        | 471,354        |
| Operating contingency                    | 400,000        | 400,000        |
|  | <b>819,600</b> | <b>871,354</b> |

During the year, the board approved a motion to reverse \$151,754 of its internally restricted net assets for Snowy's Lounge.

During the year, the board approved a motion to internally restrict \$100,000 of net assets for Project contingency.

**9. FINANCIAL INSTRUMENTS - RISK INFORMATION**

The Association is exposed to various risks through its financial instruments. The following analysis presents the Association's exposures to significant risk as at December 31, 2022.

**Liquidity Risk**

Liquidity risk is the risk of being unable to meet cash requirements or fund obligations as they become due. It stems from the possibility of a delay in realizing the fair value of financial instruments.

The Association manages its liquidity risk by constantly monitoring forecasted and actual cash flows and financial liability maturities, and by holding assets that can be readily converted into cash.

**Interest Rate Risk**

The Association has variable interest rate term deposit investments which are subject to periodic review. Changes in the bank's prime lending rate or other rates can cause fluctuations in interest payments and cash flows.

In the opinion of management, the Association is not exposed to other significant risk on its financial instruments.



## NOTES TO FINANCIAL STATEMENTS

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December 31, 2022

### 10. DISCLOSURE OF RENUMERATION

Pursuant to the new British Columbia Societies Act, the Association is required to disclose contractor fees and wages paid to contractors and employees who were paid in excess of \$75,000 in each fiscal year. In this fiscal year, total Group 1 wages was \$117,251 [2021 - \$Nil] which was paid to one contractor. This amount represents payment for several individuals. No amounts were paid to any members of the board.

### 11. COMMITMENTS

#### Joint Operating Agreement (JOA)

During the year, the Association signed a new JOA with the Park Board effective January 1, 2018 for ten (10) years with one five (5) year renewal term. Under the agreement, the Association will pay an operation fee to the Park Board starting in year 2 for 1% of prior year's gross facility-generated revenue and in years 3-10 for 2% per year of the previous year's gross facility-generated revenue. Effective January 1, 2018, the Association will pay a 1% subscription fee for the Registration System for the term of the Active Network Ltd. agreement expired in 2019. The rate has remained unchanged for the duration of the year.

Due to the COVID-19 pandemic, the Park Board has waived the operation fee based on prior years revenues for the calendar years ending December 31, 2020 and December 31, 2021. As a result, the December 31, 2021 and December 31, 2022 operating fee is waived.

#### Gymnasium Storage Project

Subsequent to the year, the Association entered into an agreement for the construction of a storage room. The storage room is being constructed to replace storage space that was repurposed to accommodate the Heat Exchange unit. The Association has committed \$200,350 in addition to the \$100,000 committed by Vancouver Parks Board.

### 12. CAPITAL IMPROVEMENTS

|                | 2022<br>\$     | 2021<br>\$    |
|----------------|----------------|---------------|
| Snowy's Lounge | 151,754        | 60,838        |
| Dance Studio   | 1,532          | —             |
| AV Project     | —              | 36,152        |
|                | <b>153,286</b> | <b>96,990</b> |

**NOTES TO FINANCIAL STATEMENTS**

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December 31, 2022

**13. COVID-19**

Starting in the spring of 2022, the Association was back to full programming.

During the year, the Association received Wage Subsidies in the amount of \$14,864 [2021 - \$66,991].

**14. CANADA EMERGENCY BUSINESS ACCOUNT LOAN**

In 2021, the Association also applied for and received a \$60,000 loan under the Canada Emergency Business Account. The loan is non-interest bearing until December 31, 2023, and then interest accrues at the prime rate until December 31, 2025, when the loan is due. If the loan is repaid on or before December 31, 2023, \$20,000 of the loan will be forgiven.

As the Association has met and expects to continue to comply with the loan's terms and conditions and expects to repay the loan on or before December 31, 2023, the 25% forgivable portion of the loan or \$20,000, has been taken into 2021 income.

**15. COMPARATIVE FIGURES**

Certain of the 2021 comparative figures have been reclassified to conform to the presentation adopted in the current year.

## SCHEDULE OF PROGRAM OPERATIONS

Year ended December 31

|                        | Revenue<br>\$    | Expenses                       |                             |                | Net Income<br>(Loss)<br>\$ |
|------------------------|------------------|--------------------------------|-----------------------------|----------------|----------------------------|
|                        |                  | Wages and<br>Contractors<br>\$ | Supplies<br>and Other<br>\$ | Total<br>\$    |                            |
| <b>2022</b>            |                  |                                |                             |                |                            |
| Adult                  | 374,077          | 228,011                        | 9,182                       | 237,193        | 136,884                    |
| Aerobics               | 32,660           | 24,284                         | 801                         | 25,085         | 7,575                      |
| Children               | 121,836          | 87,052                         | 762                         | 87,814         | 34,022                     |
| Preschool              | 191,619          | 99,582                         | 9,605                       | 109,187        | 82,432                     |
| Senior                 | 20,538           | 13,905                         | 12,271                      | 26,176         | (5,638)                    |
| Special events         | 6,321            | 6,855                          | 8,017                       | 14,872         | (8,551)                    |
| Special needs          | 96,559           | 72,680                         | 15,175                      | 87,855         | 8,704                      |
| Summer                 | 117,118          | 63,990                         | 17,028                      | 81,018         | 36,100                     |
| Tiggy Winkle Preschool | 86,574           | 56,739                         | 5,704                       | 62,443         | 24,131                     |
| Youth                  | 8,696            | 2,047                          | 9,417                       | 11,464         | (2,768)                    |
|                        | <b>1,055,998</b> | <b>655,145</b>                 | <b>87,962</b>               | <b>743,107</b> | <b>312,891</b>             |
| <b>2021</b>            |                  |                                |                             |                |                            |
| Adult                  | 167,423          | 102,662                        | 9,143                       | 111,805        | 55,618                     |
| Aerobics               | 17,105           | 15,250                         | 219                         | 15,469         | 1,636                      |
| Children               | 73,437           | 45,043                         | 3,528                       | 48,571         | 24,866                     |
| Preschool              | 128,773          | 74,684                         | 6,024                       | 80,708         | 48,065                     |
| Senior                 | 3,624            | 2,101                          | 2,563                       | 4,664          | (1,040)                    |
| Special events         | 2,454            | 623                            | 2,899                       | 3,522          | (1,068)                    |
| Special needs          | 88,779           | 67,939                         | 12,399                      | 80,338         | 8,441                      |
| Summer                 | 73,670           | 50,137                         | 11,217                      | 61,354         | 12,316                     |
| Tiggy Winkle Preschool | 80,640           | 50,135                         | 16,484                      | 66,619         | 14,021                     |
| Youth                  | 1,377            | —                              | 3,426                       | 3,426          | (2,049)                    |
|                        | <b>637,282</b>   | <b>408,574</b>                 | <b>67,902</b>               | <b>476,476</b> | <b>160,806</b>             |

See accompanying notes to the financial statements



# PRESIDENT'S REPORT

Throughout 2021, you will recall that the Community Centre was faced with changing Provincial Health Orders to control the COVID-19 pandemic which meant we were opening up and closing down programs as needed to comply with the orders. Needless to say, this created a lot of stress for Park Board and Association staff at the Centre, and for our valued patrons. Thankfully, the year 2022 saw us return to normal operations.

I would like to thank the Directors and participants who volunteered their time and energy to conduct the important work of our various Committees and Task Forces: Program Committee, Building Committee, Marketing Committee, Finance Committee, the Community Needs Assessment Task Force and the Sustainability and Climate Action Task Force. All of this work is very important to the successful operation of our Centre, for it provides local volunteer citizen input and decision-making into the programming and operations that guide the Centre throughout the year.

## **Community Centre Strategy**

In May and June of 2021, work got underway with consultants, working with Park Board planning staff and the presidents of 17 of the 27 community centres in Vancouver, to develop a Community Centre Strategy. The strategy has two outcomes: to establish optimum level of service targets for all community centres, and to create a prioritization approach for capital investment in community centre renewal. These 17 presidents meet monthly in an organization called the Association Presidents Group (APG).

The work on the strategy continued into 2022 and was completed with the adoption of the Strategy by the Park Board Commissioners on April 25th. The consultants identified eleven centres in the City that should be prioritized for renewal: Kitsilano Community Centre is seventh on the list. The consultants recommended that two of these centres should be built during each 4 year capital planning cycle. Park Board voted to adopt the recommendations in the Strategy. The APG Presidents were hoping the process would start with the 2023-26 cycle, but it did not. The capital plan voted on by the residents of Vancouver at the time of the municipal election last October did not include funding to implement these recommendations. Instead, funding of \$110 million was included for the redevelopment of the Aquatic Centre downtown. We must wait for the next capital cycle to hopefully see this work begin. What we do know is that the replacement of our centre is many years off in the future. The full report of the consultants is available on the Park Board website. It makes for very interesting reading.

## **Teamwork at KitsCC**

We work as a team, the Park Board staff and the Association volunteers, in close collaboration to accomplish our goals and run our programs and events. The Association co-manages the Centre with the Park Board under a contract called the Joint Operating Agreement (JOA). The Association is primarily responsible for developing all the programming at the Centre (with the exception of the fitness centre and the rink). We work closely with the Park Board Programmers (we have two: one for adult/seniors programming and one for children's programming) and the Centre Supervisor. We manage a budget of

about \$1,000,000 per year of program revenue. The Association is not just providing input on programming, rather, we have the responsibility under the JOA to decide on programming.

The Board meets once a month, 10 months of the year (not in July and August), on the [third Thursday](#) of the month. The Program Committee also meets monthly on the [second Tuesday](#) of the month to discuss and plan programming with the Park Board Programmers. This Committee is a core group given our responsibilities for programming under the JOA. The other Committees (Finance, Marketing, Building, Needs Assessment, Sustainability) meet as needed to deal with issues as they arise.

I would like to recognize and thank the many Park Board staff who work with us throughout the year to keep the Kitsilano Community Centre a vibrant centre of activities, especially our Recreation Supervisor Silvia Laforges, our Programmers Eric Yu and Heather Rooke, our new Youth Coordinator Katie Meredith, and the reception and other support staff.

Three of these staff moved on to other responsibilities during the year: In September, Jacklyn Altamura replaced Silvia as Community Recreation Supervisor, Keani Pratt took over the Youth Coordinator position, and Irene Lagacé became our Association Administrator, replacing TJ Elias. In November, Randy Chan replaced Eric Yu as adult/seniors Programmer.

Finally, a big thank you to our bookkeeper Chelsey Amaral, our Tiggy Winkle staff Angela Karellas and Manae Loconte and Shawna Bashin who directed our TLC Program, for their dedication and hard work in support of the Association and the community.

The 18 member Board of Directors at the beginning of 2022 included Jerry Fast (President), Joan Andersen (Vice President), Liz Cochran (Vice President), Arlene Brown (Treasurer), Alf Lam (Secretary), Nona Thompson, Annette Whitehead, Claire Johnson, Ian Jeske, Ella Chan, David Brooks, Clint McGuire, Gabriel Vieira, Alisia Adams, Anne Rooney, Faisal Mirza, Suzanne Narvey and Jeannine Peters. Suzanne was elected as third Vice-President in November.

Claire Johnston and Ian Jeske resigned from the Board in March. Alisia Adams and Clint McGuire stepped down from the Board at the April AGM. Gabriel Vieira resigned in September. Joan Andersen and Jeannine Peters resigned in October and Ella Chan in November. I want to thank each of these Directors for their dedication and contributions to our work.

I must close with the sad news that Joan Andersen passed away in November. Joan joined the Board at the April, 2019 AGM and quickly established herself as a person with outstanding leadership qualities. She was elected Vice-President in September 2020. Joan took on the role of Chairperson of the Community Needs Assessment Task Force in March just as the Centre was closing for several months during the Covid crisis. The group did excellent research and compiled reports on demographic and other data for Kitsilano as we work to better understand the needs of our community. Her group also worked on a plan to address our responsibilities for decolonization and Indigenous reconciliation. Her passing came as a complete shock to all of us.

Respectfully submitted,



Jerry Fast  
President

### **Tiggy Winkle Preschool (licensed)**

Tiggy Winkle Corner Preschool has been an integral part of the Kitsilano Community Centre and the community for many years. Tiggy Winkle Preschool offers a learning and social opportunity for 3-year-olds and 4-year-olds. The preschool year runs from September to June. From January to June there was also an afternoon Tuesday/Thursday program. It ran with 9 and therefore, only one teacher. In September the hours were changed to three hours for both age groups from 9am-12 noon, five days a week. The afternoon program was cancelled due to low registration. Both morning programs were well-attended in the Fall - September to December - largely due to the credit of the experienced, caring and committed ECE teachers Angela Karellas, and Manae Loconte. Thanks to our teachers, Tiggy Winkle Preschool is a vibrant, creative learning place for preschoolers in the Kitsilano Community Centre and an important, foundational start to a child's educational journey.

### **Preschool & Children's Programs**

Registration went very well for both Preschool and Children's programs. Many programs were fully registered. New maximums implemented in 2021 due to Risk Management have caused waiting lists for many popular programs. A decrease of maximum registration for Music with Marnie from 18 to 12 maximum. Other preschool programs such as dance and Sportball went from a maximum of 10 to 8. Parent & Tot Gym went back to pre-Covid numbers allowing parents and their preschoolers a fun, safe place to play and socialize.

Birthday Parties were very popular and fully booked. Private music lessons such as Piano, Violin and Guitar lessons continued to be popular. All-in-all it was a busy, well-attended year.

### **Kits Kids Summer Day Camps**

The Canada Summer Day Camp program, Kits Kids Day Camps (6-12 years) enjoyed their second year with home being the Ice Rink/Dry Floor Arena. The program runs Monday-Friday for eight weeks in July and August. We are fortunate to be in such a great neighbourhood as Kits. The children enjoyed weekly trips to Kits Beach, nearby parks and playgrounds within walking distance. All 8 weeks were fully registered with 50 children. The leaders did an amazing job to offer a fun, creative and stimulating camp experience. Guest instructors were included to offer art, dance parties, science and sports. Summer 2022 Day Camps were enjoyed and appreciated by both parents and the children who attended. Thank you to everyone who helped to make the summer camps a success.

## **Youth & Youth Lounge**

We continue to develop and support a strong youth presence at the centre and at the youth lounge. Youth Worker Katie Meredith moved to a temporary position within the City. We welcomed Keani Pratt in September 2022 in a temporary role.

The Youth Lounge at Kitsilano has undergone some recent changes in order to better meet the needs of the various groups of youth that utilize the space. The Youth staff continue to work hard to identify these needs and make improvements to the space accordingly. Thanks to the support of Ivan, Sarah, Kieran, and Bridgett, the Youth Lounge has seen some exciting upgrades.

One of the primary concerns that the Youth staff have been noticing is the need for more comfortable seating, new sporting equipment and increased open gym times. In order to meet these needs, the staff has been rearranging the furniture and asking the youth for their input. The youth have been enthusiastic about the changes and have provided valuable feedback on what they would like to see in the space.

## **Youth Council**

Another group making a significant impact at Kitsilano is the Youth Council. Since September 2022, this group has been committed to engaging in creating community events and fundraising. Youth Council has been particularly excited about organizing fundraisers for local organizations and for Kitsilano Youth programs. These efforts have been hugely successful, and the Youth Council has been gaining momentum in recent months by seeing increases in enrollment.

## **TLC - Youth with Special Needs (current program update 2023)**

TLC, a youth program that has been in operation for several years, has undergone significant changes since Shawna's departure. The program's new leadership team, consisting of Sean and Karine, has been hard at work revamping the program to better meet the needs of the community.

Sean, a long-time staff member at TLC, is temporarily filling in the role of Program Coordinator until we hire a suitable replacement. Sean has been working closely with Karine, our program consultant, to bring fresh ideas and new perspectives to the program. Karine is also a teacher at Point Grey Secondary and the Program Coordinator at Trout Lake Community Centre's sister program Youth in Action. Karine brings a wealth of experience and knowledge to the team.

One of the first changes the new leadership team has made is to hire new staff members. Kaleah, Steven, and Melina are all VSB support workers who are passionate about working with youth with intellectual disabilities. They bring a range of skills and expertise to the program.

In addition to hiring new staff members, the TLC leadership team has also been reaching out to parents of program participants to gather feedback and input. They are committed to making positive changes that reflect the needs and desires of the community.

## **Adult Programs**

In 2022 Adult programs had another fantastic year. Overall increases in program participation, along with added programs and attendance due to less COVID related restrictions & comfort in

returning. We have completed our first full year of having the recreation guides completed in-house.

Tennis (both indoors and outdoors) was a huge hit, especially after pivoting contractors. Adult sports continue to utilize the gymnasium to its maximum capacity (regular programming plus added drop in opportunities). Group Power has been a popular addition to programming in 2022. Fitness programs and Vienna Luke (Mat Pilates) have continued to grow and be successful.

Shower Program returned in late Fall 2022 operating on every 2<sup>nd</sup> and 4<sup>th</sup> Saturday.

Park Board building and front desk staffing continued to be a struggle throughout 2022 – resulting in full time staff to pitch in when required. Thank you to everyone for all the hard work!

### **Older Adults**

2022 was a year of transition with Park Board staff. Gabrio Mannucci vacated his position to take on a position at another centre. Gabrio welcomed a new addition to his family! A baby girl!

The Association hosted a successful summer Seniors BBQ event with many great reviews.

Successful return of Multicultural Programs (Luncheon, Booking, Presentation, Dance Programs). Older Adult Monthly Social continues to be popular serving lunch and the opportunity to discuss seniors programming ideas.

In Fall 2022, we successfully completed the Alzheimer's Grant Research Group, coming out with several recommendations.

### **Special Events & Volunteers**

Our volunteer numbers continue to remain steady and we see new and old faces at every event and program. Every special event continues to see about 20-30 youth volunteers supporting the event along with our KCCA Board members. We hope to see further growth in this area and to provide more opportunities for our patrons to be connected with and involved in our community.

1. Family Day (February) – Mon, Feb 21 from 10:30 AM – 1:30 PM - Free event that was grant funded by BCRPA (\$1000) with about 250-300 people in attendance. Other fun activities such as Arts & Crafts, Parent and Tot play area, Face painting and free popcorn were also offered.
2. Easter Eggstravaganza (April) - Sat, Apr 16 - This event was sold out and was very popular! Our Easter bunny was a hit and our activities and dance party and performances were enjoyed by all.
3. Music & Movie in the Park (August) – Sat, Aug 27 5:00pm-11:00pm. Movie in the Park is the largest special event of the year celebrating our community business partnerships, providing the community with a carnival atmosphere, promoting programs in the centre and encouraging new patrons. This year continued to see the merging of our former Picnic in the Park event and Movie Night event to turn it into Movie in the Park. The KCCA partners with the West Broadway BIA to run this event held in Connaught Park. The movie for this year was Spiderman. There was a talented jam-packed lineup of local musicians

(Music with Marnie, Will's Jams, Rachel Beau) to kick off the event and entertain families at our pre-show outdoor concert. The event turned out to be a tremendous success and provided families with a fun evening to end off a great summer.

4. Halloween (October) – Sat, Oct 29, 2022 - Fun activities were offered: arts and crafts, bouncy castle, Halloween Balloon Arch photo booth, face painting, and games.
5. Breakfast with Santa (December) – Dec 17, 2022 - This event had two seatings that were both sold out early. White Spot was not able to provide staff, or the same commitment as previous years. They were able to provide hot chocolate, butter & jam. Thank you to the Association Board Members who generously cooked pancakes and provided support to make this event fun and festive.

Respectfully Submitted,

Heather Rooke, Recreation Programmer II

Randy Chan, Recreation Programmer II

Keani Pratt, Acting Youth Worker



This past year has seen the pandemic lockdown removed.

Activity at the Centre has resumed to pre-pandemic levels.

Alterations to Snowy's Lounge were completed with the ceiling being enclosed with acoustic tile.

Air conditioning in Snowy's Lounge was installed to make the space usable in the summer months.

This installation of a divider to separate the room from Ken's Kitchen was completed.

The renovations to the gymnasium to provide for additional storage is ongoing with the expected completion sometime in 2024.

Respectfully submitted,



Alfred G Lam, Chair  
KCCA Building Committee

## Community Needs Assessment Task Force

The Community Needs Assessment Task Force (CNA TF) met monthly in 2022 to explore different ways in which we could better understand the needs of Kitsilano residents and how the Kitsilano Community Centre (KCC), within its mandate, could meet those needs. In addition, part way through 2021, the Terms of Reference for the Task Force were changed to include another Board priority, that of Indigenous engagement and reconciliation. We engaged in the following activities:

- The CNA TF continued to explore the needs of Seniors in our area by meeting a KCC Seniors' representative and gaining information on Seniors' needs and how present and future programs meet them. A survey created by our new Seniors' support should provide us with more information regarding potential programs, in order to satisfy unmet needs.
- The CNA TF collaborated with other community groups servicing Seniors, in particular, our committee chair attended monthly meetings of the Westside Seniors Hub.
- Our committee applied for and received a UBC grant from the 'Building Capacities' research group. Our project 'the Memory Café' engaged a facilitator who ran two workshops to gather information regarding the needs of community members dealing with memory loss. The valuable information gathered will inform future programming and work with other neighbourhood groups.
- UBC held a final 'Building Capacity' celebration event for all groups involved in research projects on dementia. Two KCC Board members attended. In particular, the 'Flipping Stigma' project and the 'Toolbox Orientation Video' will help inform our work. We hope to use our lobby to showcase five physical pillars that describe the work done by these neighbourhood groups.
- The need for collaboration within the community was identified and the committee gathered a list of non-profit and community groups in Kitsilano.
- Previous CNA TF interest on the needs of youth had identified the need for daycare and after school care. Through the hard work of Parks Board staff, the daycare is expected to start in September of 2024. We hope to look at establishing after school care in the future.
- Together with the KCCA Administrator, we continued to use the User Satisfaction Survey developed in 2021. These results help inform the CNA TF regarding community wishes about new and existing programs. The CNA TF would like to examine the existing survey to see if more useful information could be gathered.
- The Comprehensive Kitsilano Community Needs Assessment was put on hold until we could meet with Parks Board staff regarding their Community Centre strategy



and Census information. This meeting took place recently and the committee will decide whether a more specific survey needs to be done.

- In order to further our understanding of Truth and Reconciliation, the CNA TF undertook several projects:
  - We continued to mark the National Day for Truth and Reconciliation and National Indigenous People's Day with a Banner in the Lobby and the wearing of Orange shirts by the staff and Board. We hope to add to this in the future, possibly with videos or interactive presentations.
  - On May 29<sup>th</sup>, the CNA TF sponsored an experiential workshop with Brad Marsden, a member of the Gitksan Nation to help members of the Kitsilano Community develop a deeper understanding of the impact of colonialization, so that we can move more easily towards Truth and Reconciliation. The event, 'A Step Towards Reconciliation' was well attended, powerful and moving.
  - On the advice of an Indigenous workshop leader, we have decided, before running further workshops, to 'do the work' and continue our education by holding a monthly 'Book Club' discussing relevant documents, novels, and videos. Board members, and of course, staff are welcome.
  - In the future, we would like to have a presentation or story circle informing the community of the History of Kitsilano, from an Indigenous perspective. Any information re: a speaker(s) with this knowledge gratefully accepted.

Respectfully submitted,



Elizabeth Cochran  
Community Needs Assessment Task Force

## Marketing Committee

This Committee meets to play marketing strategy and events. The focus is naturally on using our updated website and social media platforms to inform the community of our programs and events. We have a website administrator on contract to maintain the site and do upgrades that are needed to improve its functionality. We have devoted considerable resources and time to improving the site to the point now where patrons use it for program and event registration. As you no doubt know, it is possible to register for programs and events directly from our site with a very few clicks, in contrast to years past when it was necessary to log into the City of Vancouver ActiveNet site using multiple clicks to complete registrations. We also use our social media platforms to keep you informed with up-to-date information about our programs and events. Our Association Administrator manages these platforms and the website information updates.

We used to produce an extensive printed recreation guide outlining all our programs and events for each of our quarterly sessions (winter, spring, summer and fall). This was very expensive to produce 4 times a year and required considerable hours of work by staff. With the improvements to our website, we have found the vast majority of patrons now search the website for information and to register, rather than reading the old guide and coming in to register in person or on the phone. We no longer produce the full guide. Instead, we print a brief summary of the programs offered for those patrons who like to flip through a printed document.

In 2022, the Committee members were Park Board staff Silvia Laforges, Eric Yu and Heather Rooke, and Association Administrators TJ Elias and Irene Lagacé, and Directors Jerry Fast, Arlene Brown, Jeannine Peters, Ella Chan, and Faisal Mirza. Thank you to everyone for your valued input.

Respectfully submitted,

Jerry Fast

President

# SUPERVISOR OF RECREATION SERVICES REPORT

2022 brought about significant changes to Kitsilano Community Centre's staff team. Silvia Laforges, Community Recreation Supervisor moved on to a new role as Supervisor Recreation Services at Killarney Community Centre. Silvia was the Community Recreation Supervisor at Kitsilano CC for 5 years. Under her leadership the Kits CC flourished and has been consistently voted best community centre in the Georgia Straight Readers' Choice. Silvia spearheaded many capital projects which updated the facility and allowed for proper space to deliver the quality programs offered today. As the new Recreation Supervisor at Kitsilano Community Centre, I joined the team in September 2022, I endeavor to build on the strong legacy that Silvia leaves at the centre.

We have also experienced further changes in our programming team with Eric Yu, Adult Programmer, taking on the Acting Recreation Supervisor at Thunderbird Community Centre and Katie Meredith, Youth worker taking on a role with Community Planning. To fill these vacancies, we have Randy Chan filling the Adult Programmer role and Keani Pratt filling the Youth Worker role. Both have years of experience working in the Park Board and have been great additions to the team.

With the easing of Provincial Health Orders and restrictions the Community Centre continues to see increased attendance. Most programs are at full capacity, with numbers at 90% capacity from pre-pandemic numbers. The surprise hit of 2022 was Tennis. The adult and children tennis programs surpassed all expectations bringing in record revenues over the summer season.

A challenge that we continue to grapple with is the shortage of staff in all areas of the City. Our staff team continues to be flexible and adapt to the challenges that a small staffing pool poses and despite it all provides quality programs and services for the Community.

I would like to take this opportunity to thank our dedicated staff teams (both Association and Park Board staff), who together have contributed in so many ways throughout this past year, and all their struggles to see us succeed through so much adversity.

Thank you to the Kitsilano Community Centre Association Board of Directors for their support and efforts over this past year to assist our staff in providing the highest quality of service to our community. As volunteers, their contribution and continued commitment to the staff, instructors, programs and community is vital to the success of Kitsilano. It is a pleasure to work with such a dedicated group.

## **Facilities**

### **Community Centre**

Our onsite Maintenance Technician, maintenance team and our Real Estate and Facilities Management Division (REFM) carefully maintained our facility. No major work needed to be done this year.

### **Fitness Centre**

Due to continued staff shortage the fitness centre still maintains modified operation hours. However all other fitness centre services have resumed to regular capacity.

- Hours of operation 6:00am-10:00pm weekdays and 7:00am-8:00pm weekends and statutory holidays.

### **Ice Rink**

Due to the staffing shortage, we had to cancel or limit skating lessons for children and adults. Public skates and drop-in programs like stick, puck and ring were able to continue with some modified operations like pre-booking.

### **Contributions of the Kitsilano Community Centre Association Directors**

KCCA President, Jerry Fast, led the KCCA board through continual board development and growth.

- The Board continues to guide the policies of the KCCA to ensure the delivery of a full range of recreation, leisure, childcare and family enrichment services to the residents of the Kitsilano neighbourhood.

**Into 2023....** We have two large projects upcoming; the Gymnasium Storage Expansion and the Full Day Childcare space both expected to commence mid-year. Our staff team is as committed as ever to respond to community needs and deliver inclusive and equitable programming for all.

Respectfully submitted,

Jacklyn Altamura

Community Recreation Supervisor