

# Kitsilano War Memorial Community Association



ANNUAL REPORT 2022

# AGENDA

- **Welcome from Jerry Fast, President, KCCA**
- **Approval of 2021 AGM minutes**
- **Auditor's Report and Financial Statement**
- **Appointment of Auditor for 2022**
- **President's Report**
- **Committees and Task Force Reports**
  - Program Committee
  - Youth Committee
  - Seniors Committee
  - Building Committee
  - Community Needs Assessment Task Force
  - Sustainability & Climate Action Task Force
- **Community Recreation Supervisor's Report**
- **Election of Directors**

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
- **Oath of Office**
- **Other Business**
- **Adjournment**

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# BOARD OF DIRECTORS

## **Executive**

Jerry Fast	President
Don Shaw (Until May 2021)	Vice-President
Joan Andersen	Vice-President
Elizabeth Cochran	Vice-President
Arlene Brown	Treasurer
Alfred Lam	Secretary

## **Members at Large**

Nona Thompson	Director
Annette Whitehead	Director
David Brooks	Director
Alisia Adams	Director
Claire Johnson	Director
Clinton McGuire	Director
Ella Chan	Director
Gabriel Vieira	Director
Ian Jeske	Director
Anne Rooney (Elected May 2021)	Director
Faisal Mirza (Elected May 2021)	Director
Suzanne Narvey (Elected May 2021)	Director
Daniel Conrad (Until May 2021)	Director
Christy Frisken (Until May 2021)	Director
Emily Boardman (Until May 2021)	Director
Holly Kretschmer (Until May 2021)	Director

## **Honorary Life Members**

Peg Hillman, Robert Haines

# KITSILANO COMPLEX STAFF

<b>Community Recreation Supervisor</b>	Silvia Laforges
<b>Recreation Programmer II</b>	Heather Rooke, Eric Yu
<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>Cashier Receptionist (RPT)</b>	Jessie Mann
<b>Program Assistant III</b>	Kristian Hildebrandt, Gabrio Mannucci
<b>Youth Worker</b>	Katie Meredith
<b>Association Bookkeeper</b>	Chelsea Amaral
<b>Association Administrator</b>	Natalia Ramirez
<b>Fitness Centre Staff / Rink Staff</b>	Limited due to COVID
<b>Tiggy Winkle Preschool Supervisors</b>	Angela Karellas, Jessica Fosbrook, 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





# 2021 A.G.M MINUTES

Kitsilano Community Centre Association  
ANNUAL GENERAL MEETING 2021 (online)  
Thursday, May 20th, 2021  
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 2019 AGM minutes (see minutes [here](#))**

**Jerry Fast made a motion to accept the Minutes of the AGM Meeting for 2019.**

**Moved by Claire Johnson   Seconded by Joan Andersen   Motion Carried**

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

Jerry Fast called upon Arlene Brown, the Treasurer, to introduce the auditor to present the 2020 Financial Statements.

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

Erik gave a detailed review of the finances for 2020.

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

**Moved by Arlene Brown   Seconded by Elizabeth Cochran   Motion Carried**

**4. Appointment of Auditor for 2021**

**Jerry Fast asked for a motion to retain Tompkins Wozny LLP as auditors for 2021.**

**Moved by Arlene Brown   Seconded by Nona Thompson   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 two years remaining on their two-year term:

- Alfred Lam
- Annette Whitehead
- Christy Frisken
- David Brooks
- Elizabeth Cochran
- Jerry Fast
- Nona Thompson

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

- Alisia Adams
- Arlene Brown
- Claire Johnson
- Clinton McGuire
  
- Ella Chan
- Gabriel Vieira
- Ian Jeske
- Joan Andersen

Association members nominated to become Directors:

- Anne Rooney
- Suzanne Narvey
- Faisal Mirza



Past President - Robert Haines

Honorary Life Member - Peg Hillman

## **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. Lifetime Honorary Membership for Robert Haines**

Jerry Fast introduced Robert Haines, past President of the Kitsilano Community Centre Association.

He welcomed Robert as an Honorary Life Member of the Association and talked about his incredible contribution to the community centre for over 20 years. Robert gave a short speech.

The Association has a framed certificate for Robert that will be delivered in the following weeks.

## **11. Other Business**

## **12. Adjournment**

The meeting adjourned at 7:50 pm.

Moved by Don Shaw

Minutes taken by Natalia Ramirez, KCCA Administrator

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

## FINANCIAL STATEMENTS

### KITSILANO WAR MEMORIAL COMMUNITY CENTRE ASSOCIATION

December 31, 2021

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, 2021, 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, 2021, 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.

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## INDEPENDENT AUDITOR'S REPORT

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- 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.
- 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 17, 2022

Chartered Professional Accountants

Kitsilano War Memorial Community Centre Association

STATEMENT OF FINANCIAL POSITION

As at December 31

	2021		2020	
	Operating Fund \$	Capital Asset Fund \$	Totals \$	Totals \$
<b>ASSETS</b>				
<b>Current</b>				
Cash - operating	375,438	—	375,438	171,536
- gaming	628	—	628	574
Accounts receivable [note 4]	55,194	—	55,194	81,554
Prepaid expenses	2,169	—	2,169	2,246
<b>Total current assets</b>	<b>433,429</b>	<b>—</b>	<b>433,429</b>	<b>255,910</b>
Long-term investments [note 3]	492,945	471,354	964,299	848,022
Capital assets [note 5]	—	14,470	14,470	9,629
<b>Total assets</b>	<b>926,374</b>	<b>485,824</b>	<b>1,412,198</b>	<b>1,113,561</b>
<b>LIABILITIES AND FUND BALANCES</b>				
<b>Current liabilities</b>				
Accounts payable and accruals [note 6]	135,480	—	135,480	19,647
Canada Emergency Business Account loan [note 14]	40,000	—	40,000	—
Deferred contributions and grants	64,350	—	64,350	63,615
Unearned revenue	131,005	—	131,005	30,717
<b>Total liabilities</b>	<b>370,835</b>	<b>—</b>	<b>370,835</b>	<b>113,979</b>
<b>Fund balances</b>				
Unrestricted	155,539	—	155,539	211,327
Invested in capital assets	—	14,470	14,470	9,629
Internally restricted [note 8]	400,000	471,354	871,354	778,626
<b>Total fund balances</b>	<b>555,539</b>	<b>485,824</b>	<b>1,041,363</b>	<b>999,582</b>
<b>Total liabilities and fund balances</b>	<b>926,374</b>	<b>485,824</b>	<b>1,412,198</b>	<b>1,113,561</b>

Commitments [note 11]

COVID-19 [note 13]

See accompanying notes to the financial statements

On behalf of the Board:

Director

Director

Kitsilano War Memorial Community Centre Association

STATEMENT OF CHANGES IN FUND BALANCES

Year ended December 31

	Operating Fund \$	Invested in Capital Assets \$	Internally Restricted \$	Total \$
<b>2021</b>			[note 8]	
<b>Balance, beginning of year</b>	<b>211,327</b>	<b>9,629</b>	<b>778,626</b>	<b>999,582</b>
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>
<b>2020</b>				
<b>Balance, beginning of year</b>	292,523	8,940	945,609	1,247,072
Revenue over (under) expenses for the year	(243,856)	(3,634)	—	(247,490)
Investment in capital assets	(4,323)	4,323	—	—
Interfund transfer	166,983	—	(166,983)	—
<b>Balance, end of year</b>	<b>211,327</b>	<b>9,629</b>	<b>778,626</b>	<b>999,582</b>

See accompanying notes to the financial statements

Kitsilano War Memorial Community Centre Association

STATEMENT OF OPERATIONS

Year ended December 31

	2021		2020
	Operating Fund	Capital Asset Fund	Totals
	\$	\$	\$
<b>REVENUE</b>			
Program operations <i>[schedule 1]</i>	637,282	—	637,282
Wage subsidy - government assistance <i>[note 13]</i>	66,991	—	66,991
Rentals	28,576	—	28,576
Government grants <i>[note 14]</i>	20,000	—	20,000
Interest	18,887	—	18,887
Grants <i>[note 7]</i>	15,410	—	15,410
Artist in Residence	10,000	—	10,000
Vending, promotions and other	648	—	648
Breakfast club program	—	—	—
	797,794	—	797,794
<b>EXPENSES</b>			
Program operations <i>[schedule 1]</i>	476,476	—	476,476
Group One wages	51,140	—	51,140
Administration staffing	42,854	—	42,854
Credit card merchant fees and bank charges	14,782	—	14,782
Advertising	12,637	—	12,637
Artist in Residence	12,079	—	12,079
Accounting	8,552	—	8,552
Subscription fee <i>[note 11]</i>	7,502	—	7,502
Audit	7,124	—	7,124
Promotion and other	5,717	—	5,716
Amortization of capital assets	—	5,267	5,267
Rentals	4,706	—	4,706
Insurance	3,346	—	3,346
Equipment	2,822	—	2,822
Garden Project	1,966	—	1,966
Awards and scholarships	1,300	—	1,300
Supplies and postage	725	—	725
Education	21	—	21
Breakfast club program	8	—	8
Operation fee <i>[note 11]</i>	—	—	—
	653,757	5,267	659,023
<b>Revenue over (under) expenses before other:</b>	144,037	(5,267)	138,771
Capital improvements <i>[note 12]</i>	(96,990)	—	(96,990)
<b>Revenue over (under) expenses for the year</b>	47,047	(5,267)	41,781

See accompanying notes to the financial statements



Kitsilano War Memorial Community Centre Association

STATEMENT OF CASH FLOWS

Year ended December 31

	2021 \$	2020 \$
<b>OPERATING ACTIVITIES</b>		
Revenue over (under) expenses for the year	41,781	(247,490)
Item not affecting cash:		
Amortization of capital assets	5,267	3,634
Changes in non-cash working capital:		
Accounts receivable	26,360	(19,448)
Prepaid expenses	77	11,224
Accounts payable and accruals	115,833	(75,067)
Unearned revenue	101,023	(78,565)
<b>Cash provided by (used in) operating activities</b>	<b>290,341</b>	<b>(405,712)</b>
<b>INVESTING ACTIVITIES</b>		
Net purchase of investments	(116,277)	365,449
Acquisition of capital assets	(10,108)	(4,323)
<b>Cash provide by (used in) investing activities</b>	<b>(126,385)</b>	<b>361,126</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>40,000</b>	<b>—</b>
<b>Increase (decrease) in cash during the year</b>	<b>203,956</b>	<b>(44,586)</b>
Cash, beginning of year	172,110	216,696
<b>Cash, end of year</b>	<b>376,066</b>	<b>172,110</b>
<b>Cash consist of:</b>		
Cash - operating	375,438	171,536
- gaming	628	574
	<b>376,066</b>	<b>172,110</b>

See accompanying notes to the financial statements

## NOTES TO FINANCIAL STATEMENTS

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December 31, 2021

### 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, 2021

### 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, 2021

### 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 0.70% to 2.52% and have maturity dates ranging from June 27, 2022 to December 3, 2024.

### 4. ACCOUNTS RECEIVABLE

	2021 \$	2020 \$
Vancouver Board of Parks and Recreation - online registrations	28,411	13,118
Receiver General - CEWS/THRP	16,332	61,182
Receiver General - GST	3,920	2,010
Accrued interest	5,127	4,338
Operations	1,404	906
	55,194	81,554
Allowance for doubtful accounts	—	—
	55,194	81,554

### 5. CAPITAL ASSETS

	Cost \$	Accumulated Amortization \$	Net Book Value \$
<b>2021</b>			
Furniture, equipment and computers	436,789	422,319	14,470
<b>2020</b>			
Furniture, equipment and computers	426,680	417,051	9,629

## NOTES TO FINANCIAL STATEMENTS

December 31, 2021

### 6. ACCOUNTS PAYABLE AND ACCRUALS

	2021 \$	2020 \$
Government remittances - Payroll taxes	3,730	3,906
- WorkSafeBC	1,497	1,497
Wages payable	4,140	3,886
Vancouver Board of Parks and Recreation	2,300	—
Operations	123,813	10,358
	<b>135,480</b>	<b>19,647</b>

### 7. GRANTS

	2021 \$	2020 \$
Vancity EnviroFund	6,000	—
Horizons Grant	5,000	—
Launch Online	4,410	—
	<b>15,410</b>	<b>—</b>

### 8. INTERNALLY RESTRICTED FUND BALANCES

	2021 \$	2020 \$
AV project	6,768	42,920
Capital equipment and improvements	77,855	77,855
Lobby Redesign	75,000	—
Needs Assessment	40,000	40,000
Project contingency	100,000	100,000
Snowy's Lounge project	157,013	97,851
Website Development	14,718	20,000
Capital equipment and other improvements	471,354	378,626
Operating contingency	400,000	400,000
	<b>871,354</b>	<b>778,626</b>

During the year, the board approved a motion to internally restrict \$120,000 of net assets for Snowy's Lounge.

During the year, the board approved a motion to internally restrict \$75,000 of net assets for lobby redesign.



## NOTES TO FINANCIAL STATEMENTS

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December 31, 2021

### 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, 2021.

#### 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.

### 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, no employee or contractor exceeded the threshold. 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.

## NOTES TO FINANCIAL STATEMENTS

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December 31, 2021

### 11. COMMITMENTS (CONT'D)

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

### 12. CAPITAL IMPROVEMENTS

	2021 \$	2020 \$
Snowy's Lounge	60,838	—
AV Project	36,152	—
Spray Park	—	242,799
	<b>96,990</b>	<b>242,799</b>

### 13. COVID-19

On March 16, 2020, the City of Vancouver announced the closures of all recreational facilities, including Kitsilano Community Centre, to help prevent the spread of Coronavirus.

All programs were suspended during the closure, including our childcare facility. Administrative staff continued to work offsite to support the Association and prepare for the Centre's re-opening. Administrative staff returned to work onsite in August 2020. The Community Centre began offering limited reduced capacity Summer Day Camp Programs in July 2020. Tiggy Wiggle, the Preschool and the rest of the building reopened at a reduced capacity in September 2020.

Initial fall programming began in September 2020 following all Provincial Health Orders. Programming will continue to increase or decrease due to Provincial Health Orders. The Association will continue to apply for the Canadian Emergency Wage Subsidy ("CEWS") while eligible.

During the year, the Association received Canada Emergency Wage Subsidies in the amount of \$66,991 [2020 - \$61,183].



## NOTES TO FINANCIAL STATEMENTS

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December 31, 2021

### 14. CANADA EMERGENCY BUSINESS ACCOUNT

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 2020 comparative figures have been reclassified to conform to the presentation adopted in the current year.

## SCHEDULE OF PROGRAM OPERATIONS

Year ended December 31

	Revenue \$	Expenses			Net Income (Loss) \$
		Wages and Contractors \$	Supplies and Other \$	Total \$	
<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>
<b>2020</b>					
Adult	91,995	54,088	3,102	57,190	34,805
Aerobics	15,455	15,297	20	15,317	138
Children	38,611	23,971	2,116	26,087	12,524
Preschool	68,740	37,132	11,690	48,822	19,918
Senior	9,377	5,091	2,435	7,526	1,851
Special events	2,441	—	5,290	5,290	(2,849)
Special needs	57,558	46,124	5,807	51,931	5,627
Summer	42,222	33,950	7,839	41,789	433
Tiggy Winkle Preschool	64,547	61,852	4,538	66,390	(1,843)
Youth	4,823	121	1,936	2,057	2,766
	<b>395,769</b>	<b>277,626</b>	<b>44,773</b>	<b>322,399</b>	<b>73,370</b>

See accompanying notes to the financial statements

# PRESIDENT'S REPORT

Throughout the entire year 2021, the Community Centre was again 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. I want to thank staff for their valiant efforts to provide as much service as was possible through these trying times.

The good news in 2021 was that effective vaccines became available. We then had to deal with policies around mandatory mask wearing, vaccine passports, and mandatory vaccine requirements. The Association adopted a Vaccine Policy in September which outlined the obligations of the Association employees and contract instructors to self-monitor and self-screen and proactively remove risks that could inadvertently introduce COVID-19 into the Community Centre. These measures included maintaining physical distancing and frequent hand washing.

The Association was especially concerned about protecting patrons from unnecessary risk of viral transmission in classes that had been identified as higher risk by the Provincial Health Officer, including high intensity aerobics, Zumba, dance, etc. Instructors in these circumstances were asked to make every effort to minimize the risk of transmission by adhering to strict physical distancing requirements and by wearing a mask.

Mandatory vaccination for all instructors was under consideration by us at that time. Mandatory masks and proof of vaccination (vaccination passports) were required for patrons involved in certain high intensity activities at the Centre, and for large group gatherings, but not for Association employees, volunteers and contract instructors.

In December, the City of Vancouver adopted a mandatory vaccination policy for its employees, volunteers and third party contractors. Associations were advised that, if they adopted the same policies for their employees, volunteers and contract instructors, the City would provide legal protection for the Association in the event of legal action around the mandatory vaccination requirement. Our Board adopted these policies in late December. The policy was to be fully implemented by February 18, 2022. The Directors, because they are elected, had to, and did pass a separate motion to adopt these same policies.

In spite of the major disruptions to our operations, the Association Board and Park Board staff have been able to accomplish a great deal in 2021. In the Building Committee Report by Chair Alfred Lam you will see outlined the major improvements to the building facilities completed during the year.

Our Program Committee chaired by Arlene Brown, the Needs Assessment Task Force chaired by Joan Andersen, and the Sustainability and Climate Action Task Force chaired by Claire Johnson were also actively involved with their work during the year. The Marketing Committee chaired by Don Shaw worked for several months on a major upgrade to the Association website. The goal was

to make it as easy as possible for patrons to identify and register for available programs. This work was completed in time for the fall registration in September.

I want to express a big thank you to the Committee participants for their dedication and hard work over the past year. Without this group of volunteers it would not be possible to provide the variety of programs and events that we organize and support at the KCC.

### **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.

The targets outline aspirational and optimal levels of service that will be provided to residents of Vancouver, with the objective of ensuring all residents can benefit from the ongoing public investment in these facilities in a multitude of ways. The targets will support planning, both in terms of providing the infrastructure itself and ensuring that the opportunities available at current and future Community Centres are of optimal quality and accessible to all. Some targets will be applicable at a neighbourhood level while others will be used across a broader geographic context (district or city-wide system). Putting in place service level targets also helps ensure quality and consistency while recognizing the uniqueness of the city's many diverse neighbourhoods and interests. Seventeen service targets have been identified.

The second goal is to establish a transparent approach for determining Community Centre renewal and new build priorities that is data driven and based on maximizing community benefits which will help justify future investment by providing a clear rationale and justification.

The work on the strategy continues into 2022. The consultants expect to present their final report and recommendations to Park Board Commissioners by the end of April. The recommendations from this report should provide our Board with some clear directions for our own future planning.

### **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. 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 center of activities, especially our Recreation Supervisor Silvia Laforges, our Programmers Eric Yu and Heather Rooke, our new youth worker Katie Meredith, and the reception and other support staff.

Finally, a big thank you to the Association Administrator Natalia Ramirez, our new bookkeeper Chelsey Amaral, our Tiggy Winkle staff Angela Karellas and Jessica Fosbrook, and Shawna Bashin

who directs our TLC Program, for their dedication and hard work in support of the Association and the community.

The Board of Directors at the beginning of 2021 included Jerry Fast (President), Don Shaw (Vice President), Joan Andersen (Vice President), Liz Cochran (Vice President), Arlene Brown (Treasurer), Alf Lam (Secretary), Robert Haines (Past President), Nona Thompson, Annette Whitehead, Daniel Conrad, Holly Kretschmer, Claire Johnson, Christy Frisken, Ian Jeske, Ella Chan, David Brooks, Emily Boardman, Alisia Adams, Clint McGuire, and Gabriel Vieira.

Don Shaw, Daniel Conrad, Emily Boardman and Holly Kretschmer did not stand for re-election at the May AGM. Robert Haines retired and was given a Lifetime Honorary Membership in the Association for his decades of service to the Association and Kits community. Anne Rooney, Faisal Mirza and Suzanne Narvey joined the Board at the AGM. Christy Frisken left the Board in June.

Respectfully submitted,



Jerry Fast  
President

2021 was a unique and at times challenging year, with the provincial health order constantly changing the rules, restrictions and requirements. It was definitely a year that kept both the staff and the customers on their toes. However through it all, we witnessed the resilience of our customers and how much our program and services mean to them. We truly have a dedicated community that continues to stick with us throughout the year and take part in our programs, events and workshops. We had 7,012 registered participants and 2,238 drop-ins to our programs.

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

Registration continued to go well for both Preschool and Children's programs. Many programs were fully registered. New maximums due to Risk Management were put in place in the Fall. This resulted in 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. Music with Marnie, moved into Snowy's Lounge in the Fall and Music Together utilized the new and improved Hobby Room. Early 2021 saw some creativity with Parent & Tot Gym as single- family sessions. Parent and Tot received a makeover of equipment and welcomed Anna S in mid-September as the new Parent & Tot Leader.

Taekwondo returned in the spring as Port Moody Taekwondo. Birthday Parties also resumed in October and parents were delighted. Piano and Violin lessons continued to be popular. All-in-all it was a busy, crazy, well-attended year. I know the community was grateful and programming thrived through this time.

### **Virtual Programs and Outdoor Programs**

- Kitsilano was one of the few sites that was able to offer a few virtual classes. We were able to run Spanish lessons and a Body mapping class successfully. The Programmer would be in charge of sending out login emails and instructors would use our equipment on-site.
- We were able to run some group fitness classes (Gentle Fit and Cardio Combo), and Pilates outside on the field this year to help continue running programs when indoor programs were barred by a health order.

We were able to offer the same compliment of programs while adding some very successful programs including:

- Resin Jewelry Making Workshop with Sheila
  - Typically Kits does not have a strong history of Art classes so we are always trying to find ways to add more art classes. This workshop style has been successful and we will look at ways to continue offering Art through workshops.
- Baby & Me Yoga and Prenatal Yoga with Brenlie Nagy

- o The feedback about Brenlie has been absolutely fantastic! Her classes always fill up immediately with long waitlists and we feel very fortunate to have her teaching at our centre.
- New Classic Stretch instructors Sharon Friesen and Caroline MacGillvray

### **Challenges of finding new Aerobic Instructors**

- Sarah G and Ferial A were not able to return to teach in our group fitness programs in 2021 due to injuries and personal schedules. It has been a challenge to find qualified and exciting instructors because many of them work full-time and teach on the side, or many of them have opted to not have their certification renewed.

### **Tiggy Winkle Preschool**

Tiggy Winkle Corner Preschool continues to be an integral part of the Kitsilano Community Centre as it has been for over 30 years. Tiggy Winkle Preschool offers a morning and afternoon learning and social opportunity for 3 year olds and 4 year olds. The preschool year runs from September to June.

January to June saw attendance continue to be lower than pre-Covid years (almost half). The September new school year brought an increase in registration up 25% however, still lower than before Covid. The morning programs continue to be the most popular. Tiggy experienced some staffing challenges in the fall and several staff pitched in to sub. Teacher Jessica Fosbrook resigned in November due to personal health reasons. Thank you Jessica for your service to Tiggy. Teacher Angela Karellas did an amazing job maintaining a joyful, stimulating, educational and fun environment for the children. Thank you Angela.

In early December Tiggy Preschool hired a new teacher named Manae Loconte. Manae completed the Early Childhood Education Assistant certification and is working towards obtaining full ECE status. Working with children has always been her passion. Manae was born in Japan. She came to Canada in 2014 and prior to that she lived in Korea for 4 years. She believes that children have infinite potential and is excited and honoured to be a part of the Tiggy Winkle Preschool. Welcome Manae.

### **Day Camps**

- Spring Break and Winter Break Day Camps (6-12 years) continue to be very popular at our centre and sell out almost immediately upon registration opening. Waitlists are sometimes double the camp maximum.
- Summer Day Camps were able to utilize the dry floor Arena which was helpful to separate camp age groups and hold different activities for 50 kids. Out trips were limited to local parks, beaches and playgrounds. Entertainers, artists and specialists were brought in each week.

### **Tennis Lessons**

- Gord Hauka, our long term Tennis instructor, sadly passed away in June. His protégé successfully took over the summer lessons.
- Tennis lessons were sold out this summer due to the popularity of outdoor classes.



- In the Fall, we brought on Summer Smash Tennis for indoor lessons and they have been immensely popular. Their indoor adult programs are full and we look forward to having them run Summer tennis camps as well.

### **Transition of the garden to Village Vancouver**

- In the Fall, the Program Committee decided to ask Village Vancouver to operate the programs out of the community garden. Ross from Village Vancouver jointly operates gardens out of Trout Lake, West Point Grey, and West End and has developed great partnerships and relationships in all of those communities.

### **Vaccination Policy**

- The Provincial Health Order put into place a mandatory vaccination policy that came in effect in September. It meant that customers needed to show their vaccination card (with proof of two doses) for entry into most programs and workshops.
- There was one more change to this in October. The handwritten vaccination cards were no longer considered valid and proof of vaccination needed to be shown with a QR code, which we would be able to scan through two designated phones.
- Proof of vaccination definitely put more work on our frontline staff as it added an extra layer, which caused wait times and lines at the front desk. Every customer needed to stop and show their proof of vaccination before proceeding in the centre (unless using the washroom or showers). Unfortunately all of this did include some backlash and frustrated patrons however the frontline staff handled it with patience, care and understanding and to the best of their abilities.
- The Board was supportive of the scheduling of additional staff and allowing the Programmers to as needed, under Group 1. The additional staff were needed to assist with checking proof of vaccination and doing attendance prior to classes. They understood this was the cost of doing business and we needed to do what we could to ensure that we were operating under the safety guidelines while following the PHO and continuing to offer services to the community.
- At the end of December, the CCA adopted the Park Board policy that required all staff, contractors and volunteers to be fully vaccinated (two doses). This meant that all CCA contractors, employees and volunteers had to be fully vaccinated to continue teaching or working at our facility. This was a welcomed policy considering that all staff and patrons already needed to be vaccinated. Fortunately for us, this had minimal effect on our contractors, employees and volunteers.

### **New PA3 for Seniors Programs**

- Our monthly luncheons and socials for Seniors, returned in September and continue to be an important part of our offering at the centre.
- We went through a few changes with our PAIII for the Seniors portfolio due to different opportunities with the Park Board system for the staff, however we landed on a Italian hero, Gabrio Mannucci! The Seniors absolutely love him and his out-going personality. He has done a fantastic job recruiting and organizing presenters and chefs for these events making them more entertaining, engaging and interesting.

## **Halloween and Breakfast with Santa during COVID**

- We welcomed a seasoned Special Events Coordinator, Natalie Vermaas, who used to be a Programmer at West Point Grey Community Centre, to temporary assist with our Fall Special Events. She brought in a fresh approach to the events with a variety of creative offerings for all ages with an enthusiast, friendly and organized style.
- Our Halloween carnival happened at a time when the COVID restrictions were lifted a little and people were feeling more comfortable, which definitely worked in our favour. We were able to run the event in a carnival style with a variety of different stations and activities including the Bouncy Castle, photobooth, crafts and individual cupcake decorating. We received sponsorship from McDonalds and Safeway for this event.
- Breakfast with Santa was a unique situation due to the fact that the night before the event, the government issued a warning about the latest variant of the COVID virus, Omicron, and how it was highly transmissible. Due to concerns for this, about 40% of the patrons did not show up for the event and the ones that were there had mixed levels of comfort. This was of course unfortunate timing but we did everything we could to make sure that the patrons felt safe and comfortable and still had a great time while following the COVID safety guidelines.
- Sponsorship for the Breakfast event including the White Spot, Starbucks and Safeway. The White Spot's support is an integral part of the event. They provide the pancakes, sausages and fruit salad with 2-3 chefs on site to prep all the food.
- We also want to truly thank the Board members that get here bright and early for the event on the day of to assist in the kitchen, serving food, cleaning up, helping with last minute preparations and welcoming families to the event. Their support is so valuable and makes the event a fun and festive for the community to come together.
- The youth volunteers were a huge asset to the events and these events would not be able to operate at the same level without them. We very much thank them for their support.
- We look forward to our Special Events continuing in the New Year in whatever format possible.

Respectfully submitted,

Heather Rooke

Eric Yu

Recreation Programmer II

There have been some big changes in the youth programs offered at Kitsilano Community Centre (KCC). In the summer of 2021, Katie Meredith was able to join the team as the full time Community Youth Worker. Since then, KCC has been able to offer youth programs 5 to 6 days a week and has issued nearly 300 Youth Lounge and Youth Open Gym passes since June of 2021.

Friday Youth Night has continued to grow and offer much needed social time and physical activity. A typical Youth Night will see 40-50 youth throughout the evening. The Youth Lounge is now available for Youth Drop-In four days a week, with hours expanding soon to stay open later. Lunch time, weekday, and Saturday drop-ins will typically see around 35 youth a day visiting the lounge to socialize, grab a bite to eat, and play games. Through Second Harvest, Starbucks has been generously providing us with plenty of snacks to make sure no youth is hungry.

Youth Voice (Youth Council) has been working hard to come up with different ways to contribute to their community and develop their leadership skills. These youth have raised money for the Red Cross Flood Relief program, planned our Easter Eggstravaganza event, and they've also supported each other through a Skill Share series where each youth picks something they are passionate about to teach to the other youth in the group.

Connecting with the local schools, in particular the Settlement Workers In Schools (SWIS), Westside Community Schools Team (CWST), and Leadership and Resiliency Program (LRP), has helped facilitate greater connection between youth and their community. Programs we've run in partnership with these school team include:

- Newcomer Youth Welcome Circle, a program for youth who are new to Canada to meet new friends and get to know the neighbourhood.
- LRP group, a program where junior high school students learn about leadership, go on adventures, and learn about emotional health.
- So You're Going to High School was an event for graduating grade 7 students who were about to begin attending Kitsilano Secondary. We went on a tour of the school with the Community Schools Team to answer any questions they had and got to know the neighbourhood's best ice cream spot.

Other registered programs have included cooking groups, Dungeons and Dragons, pre-teen activity groups, movie nights, and outings with more to come!

Respectfully submitted,  
Katie Meredith  
Youth Worker

Kitsilano CC resumed the Multicultural Events and the Senior's Monthly Social in September 2021. All events adopt the latest PHO orders, maintaining programs safe and enjoyable for everyone. Kristian Hildebrant moved to Kerrisdale CC as acting Recreation Programmer II, for this reason I joined this position at the end of October 2021. Many thanks to Eric and Silvia and the Kitsilano staff team for being so supportive as I started this new role.

**This year, the Kitsilano Community CC offered the following Multicultural events:**

**Oct - Peru** (Presentation, Cooking Class and Luncheon)

For the Peru events, Eric and Natalia were our presenters and Chef Nora was in charge of the Cooking Class and Luncheon. *Attendance: 11, 16 and 20.*

**Nov - Italy** (Presentation, Language Class, Cooking Class and Luncheon)

For the Italy events, Gabrio and Silvia were our presenters. Silvia taught how to prepare Focaccia for the Cooking Class, Gabrio prepared an Italian Language Class and Yvonee was our chef for the Luncheon. *Attendance: 18, 12, 11 and 21.*

**Dec - Holiday High Tea and Festival of Lights Luncheon**

Great response from both events, with 23 and 30 participants. Gabrio and Eric prepared the High Tea and Heather helped in purchasing an additional afternoon tea set. Alex was our chef for the luncheon that received great feedback, especially for the delicious roasted turkey.

The **Senior's Monthly Social** (Sep 24, Oct 8, Nov 5 and Dec 3) are always at capacity and operate with a waitlist. The Social Meetings provide an opportunity for our seniors to enjoy a free lunch, know more about upcoming seniors programs and make any suggestions. All lunches were followed by a bingo game. Thank you to Nona for providing us with bingo prizes and to Hannibal to volunteer for the December Lunch.

**Financial and Safety Workshops** - Aidan Ryan from Edward Jones Investments offers workshops including stocks, legacy planning, foundation of investments and retirement. Kitsilano Community Police offers workshops including fraud prevention and nighttime safety. These classes had an average attendance of 4 participants and provided valuable information for the seniors. There will be more variety in the next workshops, with more focus on healthy eating and exercise for seniors. Thanks to all the seniors that helped with their feedback at the Senior's Monthly Social.

Respectfully submitted,  
Gabrio Mannucci  
Program Assistant III

This past year has been busy with the pandemic lockdown still in place.

The Centre was quiet and lightly attended enabling renovations and repairs to continue from the previous year.

Alterations to Snowy's Lounge are continuing with the renovations to the ceiling with the installation of acoustic tile. The installation of a new Audio-Visual system, including a video projector, screen and PA system including a wireless microphone. The installation of a divider wall to separate the room from Ken's Kitchen so two activities can continue at the same time.

Renovations to the gymnasium to provide for additional storage is ongoing with the expectation of completion sometime in 2022.

Respectfully submitted,



Alfred G Lam, Chair  
KCCA Building Committee

## Community Needs Assessment Task Force

The Community Needs Task Force (CNA TF) met monthly in 2021 to explore different ways in which we could better understand the needs of Kitsilano residents and how the Community Centre (CC), within its mandate, could meet those needs. We engaged in the following activities:

- We looked at whether the Leisure Access Pass (LAP) was ensuring that low income residents are using the CC. In Kitsilano, 17% of residents in 2016 were living below the national poverty line with Indigenous, racialized, non-English speaking and new immigrant groups, and those without post-sec education being disproportionately represented. The LAP at the Kitsilano CC provides a discount of 50% per program to those who qualify. The Park Board goal is to have LAP usage reach 30% of those eligible. At present the utilization rate is less than 15%. In order to increase the numbers benefitting from the LAP, the Kitsilano Community Centre Association (KCCA) has increased the profile of the program through its various marketing vehicles.
- The Task Force (TF) explored different approaches the KCCA could take to increase the range of activities provided for youth. We were very pleased to learn that the Centre was able to hire through Park Board funding a youth worker who started late in the year to provide enhanced services for youth.
- We also looked at data pointing to the need for additional Daycare and After School Care programs in Kitsilano. The KCCA has moved forward to build on our PreSchool program by adding Daycare and After School services at the Centre, starting in 2022.
- We developed and started using a regular User Satisfaction Survey. The Survey is sent out via email to everyone who participates in KCCA programs. We've been getting a good of responses and appreciate users taking the time to fill out the surveys. Results are analyzed by the TF and staff use them to improve programming and to inform decisions about new programs and activities.
- The Comprehensive Kitsilano Community Needs Assessment had to be put on hold. We are awaiting 2021 Census data and the release of information recently collected by the Park Board for its CC Strategy. We are hoping to get the Assessment underway in 2022.
- The TF started exploring the needs of Seniors in our area. According to the 2016 census, 41% of Seniors 65 and older in Kitsilano lived alone, compared with the City average of 29%. The TF also attends the regular meetings of the Westside Seniors Hub which among other matters, focuses on seniors living with dementia.

Partway through the year, the Terms of Reference for the Task Force were changed to include another Board priority, that of Indigenous engagement and reconciliation. Our first project was to mark Canada's first National Day for Truth and Reconciliation by creating a banner that was put up in the lobby area for a week, purchasing orange t-shirts for staff and board and highlighting the day in various marketing materials and platforms. Among the projects we are planning for 2022 is a Decolonization workshop for the community and awareness training for the Board.

Respectfully submitted,



Joan Andersen, Chair  
Community Needs Assessment Task Force



## Sustainability and Climate Action Task Force

The Sustainability and Climate Action Task Force was created in March 2020 to advocate for sustainable initiatives within the Kitsilano community. The mission is to integrate sustainable practices and resource conservation in research, education, and operations to reduce human impact on the environment. This Task Force included Claire Johnson, Clint McGuire, Gabriel Viera, Anne Rooney.

During 2021/2022, the following main tasks were performed:

1. Development of Climate Declaration;
2. Cool Hood Champs' Workshop;
3. Sustainability and Climate Action Survey;
4. Newsletter with Sustainability Topics;
5. Support to COMMUNITIES FOR CLIMATE HOPE document developed by Sarah Lusina from Trout Lake Community Centre;

1. Development of Climate Declaration:

In March/April 2021, Kitsilano Community Centre adopted their Climate Declaration, developed and proposed by the Sustainability and Climate Action Task Force. The main goal of the declaration is to stand together as a community organization to facilitate citizen engagement, education, and empowerment in response to the climate emergency. The following principles were listed:

- Awareness: Build climate literacy for all at Kitsilano Community Centre through education and awareness of simple sustainable practices in everyday use.
- Connections: Strengthen our resilience toward the climate crisis through connections with other organizations including Cool 'Hood Champs and City Farmer.
- Community Knowledge: Celebrate ways, such as Indigenous knowledge, to better care for our Earth in our community.
- Support: Strengthen our relationship with the Park Board and the City's Climate Emergency team. Support by offering space for open houses and engagement opportunities.
- Hope: Cultivate a shared sense of responsibility where citizens see solutions and hope for the future ; and that they have a clear view of their role in amplifying this hope.
- Equity: Reflect on the relative affluence of our community by being sensitive to those most affected by the climate crisis, including women, BIPOC, those who live outdoors, and trans people, among other groups.
- Habit: Make sustainability a part of the everyday experience at Kitsilano Community Centre. Our programs and communications materials should walk the [climate] talk.

## 2. Cool Hood Champs' Workshop;

On October 17 & November 3rd, two Cool Hood Champs' workshops were held in the Kitsilano Community Centre. The workshops consisted of two series of free local climate action workshops for Kitsilano residents (patrons) during Fall 2021, building on successful pilot Cool 'Hood Champs workshops at Killarney Community Centre in Spring 2020 Recreation Program. Features popular/fun Citizens Coolkit, proven interactive online visioning sessions, & practical household/ neighbourhood action plans.

The main goal of those workshops were:

- Identify climate impacts and solutions within their neighbourhood
- Envision their ideal climate-friendly neighbourhood
- Champion climate action within their community, through writing and implementing their very own climate action plan
- Connect their climate action with the City of Vancouver's and BC's climate policies.

The number of participants were the following:

- 15 in 1st workshop (Oct 17th, Sun, 11am – 1pm, in person)
- 19 in 2nd workshop (Nov 3rd, Wed, 6-8pm, online)

A 3rd workshop was held online on Feb 17, 2022 at no cost to the Community Centre as an initiative proposed by Cool Hood Champ's staff to allow participants a bit more time to work through their climate action plans. City of Vancouver staff attended the 3<sup>rd</sup> workshop as co-facilitators for the session. They have promoted the City Climate Emergency Home heating and cooling work.

The program was mostly funded by a grant obtained from VanCity (total of \$6000)

A survey was conducted after the first two sessions and the results can be observed here: <https://docs.google.com/document/d/1pfLKJmTTElpxMFibMPFrvXP1xcXbYes/edit?usp=sharing&oid=116516778402570293592&rtpof=true&sd=true>

## 3. Sustainability and Climate Action Survey;

In June, 2021, the taskforces of the Sustainability and Climate Action and Community Needs Assessment cross-collaborated to gather a better feedback on the patron needs related to sustainability topics. The following questions were added to the Customer Satisfaction Survey:

- Would you like to see Kits CC offer programming centred around sustainability?  
Yes/No question

- If so, please indicate your areas of interest (e.g. transportation, energy efficiency, urban farming, etc.). Multiple choice and “Other” option so that participants can type in their own answer.

The results showed that patrons are interested in diverse areas related to climate change and sustainability. Those areas include energy efficiency, waste management, urban farming, and transportation.

4. Newsletter with Sustainability Topics:

Recently, the Task Force has put some effort on promoting sustainable topics on Kitsilano e-Newsletters. Some of the topics involved were the following:

- Cool Hood Champs Promotion
- Energy Efficiency Incentive Programs
- The Butterflyway Project

5. Support to COMMUNITIES FOR CLIMATE HOPE (C4CH) document developed by Sarah Lusina from Trout Lake Community Centre;

On April 2021, Sarah Lusina (president Trout Lake Community Centre) developed a report to support the climate emergency actions through Vancouver’s recreation system. Claire Johnson, former head of this task force, was a key part on the development of this report. Also, interviews with Gabriel Vieira and Jerry Fast were part of the process to develop and review this document.

The purpose of the C4CH project was to explore the promotion of equitable engagement, education, and empowerment on climate action and sustainability through Vancouver’s jointly operated Community centre programs.

The intention of the report is to foster enhanced collaboration and coordination between and within recreation system actors — CCAs, PB, and CoV — be it with respect to the climate emergency or other initiatives that require an ‘all hands-on deck’ approach.

Respectfully submitted,

Gabriel Vieira, Director

# SUPERVISOR OF RECREATION SERVICES REPORT

2021 was a year of many difficulties based on the outcome of the PHO updates and staffing, which had impact on a range of programs, events and activities. In true form, the staff team, alongside the Kitsilano Board members, worked hard to ensure the Kitsilano Community Centre continued to offer high quality programming and services to the best of our ability to our community.

Each season the staff thoroughly planned our programs and services based on the current PHO with also keeping into consideration future programs in the event the PHO allowed more programming to occur. Aerobic/Group Fitness and dance programs had the most impact. There were many last minute changes and cancellations and we thank the patrons for their understanding as we worked through them.

In June, we welcomed our new Community Youth Worker to our staff team. For years, the CCA had been advocating the importance of this position for our site as we are directly across from a High School. The increase in youth accessing the centre has been a wonderful addition. The youth lounge is now heavily used during lunch hours and afterschool with open lounge access or designed programs. Friday nights the centre comes to life with approximately 60 or more youth hanging out in the youth lounge and gymnasium. We are extremely happy with this new programming/service to our community.

As an organization (CCA and PB), we struggled with staffing capacity throughout many of our programs and services. This had an impact on our service delivery but wanted to thank my staff team and the Kitsilano Community Centre Association for managing this unprecedented situation with professionalism, and support for staff, board and 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. I hope the coming year will see us all healthier, safer and stronger

## **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, as most of it was addressed last year during the closure.

### **Fitness Centre**

Unfortunately, the Fitness Centre had the most interruptions of closures and procedure changes.

Modified operations included:

- Limited access – hours of operation were modified 6:00am-10:00pm weekdays and 7am-8:00pm weekends and stats; 15 one hour registered sessions were offered with 25 spots available in each session (20 pre-registered and
- Full closure Dec 23, 2021-Jan 24, 2022
- During the closure, we were able to allow youth ages 13-18 years to use the facility during designated times of, Monday 2-6pm, Friday 3-8pm and Saturday 11am-4pm. The response of youth using the facility was successful; we had on average of 20-30 during each day.

### **Ice Rink**

COVID-19 restrictions had some impact. Spectators were not permitted for a certain timeframe and due to 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.

Based on the situation handed to us, overall we had a successful season.

### **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 2022....**

- This past year working with the Kitsilano Board of Directors and Park Board staff has been positive and rewarding; I look forward to another year with the same outcome.
- We will continue to work together to meet the needs of the Kitsilano community.
- We will continue to understand the changing needs of our community.
- We will continue to be open to feedback
- We will WELCOME new patrons into our Community Centre all the time.

Respectfully submitted,

Silvia Laforges  
Community Recreation Supervisor