

CHAMPLAIN HEIGHTS COMMUNITY ASSOCIATION

Annual Report 2019-2021



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Champlain Heights Community Centre is located on the unceded ancestral territories of the Musqueam, Squamish, and Tsleil-Waututh Nations to whom we are grateful to be able to live and play on these lands as a community.

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Agenda

Annual Report

Wednesday, March 23, 2022

1. Call to order
2. Approval of Agenda
3. Approval of November 20, 2019 AGM Minutes
4. Auditor's Report and Appointment of Auditors for 2021-2022
 - Gary Wozny of Thompkins Wozny LLP
5. Management Committee Report
6. Centre Recreation Supervisor and Program Report
7. Everett Crowley Park Committee Report
8. Election of Directors
9. General Membership Resolution

Preschool Public Use Playground Renewal

- That Champlain Heights Community Association allocate the spending of up to \$128,000.00 with a contingency fund to renew the existing public-use playground directly to the east of the Champlain Heights Community Centre Preschool.

Champlain Heights Community Association
Annual General Meeting (2018-2019) November 20, 2019
Champlain Heights Community Centre, 3350 Maquinna Drive, Vancouver BC

Minutes

Chair: Birgit Petersen
Recorder: Mary Hiebert

Call to order: 7:05 pm

1. Notice of AGM – Champlain Heights Community Centre Program Guide fall 2019 (distributed to households in Champlain Heights), notices prominently posted at the Community Centre, notice of AGM on CHCA website and facebook pages.
2. Approval of Minutes of 2017-2018 Annual General Meeting
Moved by Maria Rantanen Seconded by Abdul Shaikh CARRIED
3. Auditor Report – Gary Wozny of Thompkins Wozny CPA RECEIVED
4. Auditor Motion to retain Thompkins Wozny for 2019-2020 fiscal year
Moved by Maria Rantanen Seconded by Abdul Shaikh CARRIED
5. Reports
Management Committee Report – John Ames (written & verbal)
Centre Recreation Supervisor Report -Ian Broadbent (written & verbal)
Everett Crowley Park Committee Report – David Hiebert (written & verbal)
6. Nomination and Election of Directors – It is noted that John Ames is serving the second of a two-year term as director.
Nominations by Management Committee:

Lesley Anderson	David Hiebert	Louise Towell
Hartley Banack	Mary Hiebert	
Anat Gogo	Kathy Lau	
Silvia Hagen	Elfina Luk	
Trevor van Hemert	Birgit Petersen (one year)	

ELECTED BY ACCLAMATION
7. Oath of Office – deferred until Park Commissioner is present

Adjournment: 7:45 pm

FINANCIAL STATEMENTS

**CHAMPLAIN HEIGHTS
COMMUNITY ASSOCIATION**

Unaudited - See Review Engagement Report

August 31, 2020

Limited Liability Partnership



Tompkins Wozny
Chartered Professional Accountants

INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

To the Members of
Champlain Heights Community Association

We have reviewed the accompanying financial statements of Champlain Heights Community Association that comprise the statement of financial position as at August 31, 2020, and the statements of operations, net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these 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.

Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the accompanying financial statements do not present fairly, in all material respects, the financial position of Champlain Heights Community Association as at August 31, 2020, 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.

Tompkins Wozny LLP

Vancouver, Canada
July 23, 2021

Chartered Professional Accountants

Champlain Heights Community Association

STATEMENT OF FINANCIAL POSITION

As at August 31

Unaudited - See Review Engagement Report

	2020 \$	2019 \$
		<i>[Restated - Note 15]</i>
ASSETS		
Current		
Cash	66,544	—
Term deposit <i>[note 4]</i>	300,000	350,000
Accounts receivable <i>[note 5]</i>	28,575	85,297
Prepaid expenses	1,954	6,793
Total current assets	397,073	442,090
Capital assets <i>[note 6]</i>	50,465	61,699
	447,538	503,789
LIABILITIES AND NET ASSETS		
Current		
Cheques issued in excess of funds on deposit	—	11,951
Accounts payable and accrued liabilities <i>[note 7]</i>	59,397	57,373
Deferred revenue - general	—	49,889
- More Sports	12,282	12,282
- Community Garden	166	166
Total current liabilities	71,845	131,661
Deferred contributions related to capital assets <i>[note 10]</i>	11,807	14,376
Total liabilities	83,652	146,037
Net assets		
Invested in capital assets <i>[note 8]</i>	38,658	47,323
Internally restricted <i>[note 8]</i>	175,000	175,000
Unrestricted	150,228	135,429
Total net assets	363,886	357,752
	447,538	503,789

Joint operating agreement *[note 12]*

COVID-19 *[note 14]*

See accompanying notes to the financial statements

On behalf of the Board:

"John Ames"
Director

"Birgit Petersen"
Director

Champlain Heights Community Association

STATEMENT OF CHANGES IN NET ASSETS

Year ended August 31

Unaudited - See Review Engagement Report

	Invested in Capital Assets \$	Internally Restricted \$	Un - restricted \$	Total \$
	[Note 8]	[Note 8]		
2020				
Balance, beginning of year	47,323	175,000	135,429	357,752
Revenue over (under) expenses for the year	(9,524)	—	15,658	6,134
Acquisition of capital assets	859	—	(859)	—
Balance, end of year	38,658	175,000	150,228	363,886
2019 [Restated - Note 15]				
Balance, beginning of year	45,822	175,000	186,689	407,511
Revenue over (under) expenses for the year	(9,513)	—	(40,246)	(49,759)
Acquisition of capital assets	11,014	—	(11,014)	—
Balance, end of year	47,323	175,000	135,429	357,752

See accompanying notes to the financial statements

Champlain Heights Community Association

STATEMENT OF OPERATIONS

Year ended August 31

Unaudited - See Review Engagement Report

	2020	2019
	\$	\$
		<i>[Restated - Note 15]</i>
REVENUE		
Program operations <i>[schedule 1]</i>	319,019	509,064
Amortization of deferred contributions related to capital assets <i>[note 10]</i>	2,569	2,569
Fundraising, interest and other	8,927	4,974
	330,515	516,607
EXPENSES		
Program operations <i>[schedule 1]</i>	244,244	423,015
Repairs and maintenance (recovery)	(373)	22,176
Advertising and brochures	16,884	19,099
Bookkeeping	9,209	18,630
Bus	5,395	18,246
Amortization of capital assets	12,093	12,082
Bank, merchant and online fees	8,719	12,523
Employment costs	1,879	12,492
Professional fees	6,814	9,271
Administration	9,077	9,034
Earth Day	—	3,876
Insurance	3,916	3,498
Operating fee <i>[note 12]</i>	6,524	2,424
	324,381	566,366
Revenues over (under) expenses for the year	6,134	(49,759)

Joint operating agreement *[note 12]*

See accompanying notes to the financial statements

STATEMENT OF CASH FLOWS

Year ended August 31

Unaudited - See Review Engagement Report

	2020 \$	2019 \$
		<i>[Restated - Note 15]</i>
OPERATING ACTIVITIES		
Revenues over (under) expenses for the year	6,134	(49,759)
Item not affecting cash		
Amortization of capital assets	12,093	12,082
Amortization of deferred contributions related to capital assets	(2,569)	(2,569)
Changes in non-cash working capital items		
Accounts receivable	56,722	(56,795)
Prepaid expenses	4,839	578
Accounts payable and accrued liabilities	2,024	(453)
Deferred revenue - general	(49,889)	12,768
Cash provided by (used in) operating activities	29,354	(84,148)
INVESTING ACTIVITIES		
Capital assets purchased	(859)	(11,014)
Redemption (purchase) of term deposits (net)	50,000	(140,887)
Cash provided by (used in) investing activities	49,141	(151,901)
Increase (decrease) in cash for the year	78,495	(236,049)
Cash (cheques issued in excess of funds on deposit), beginning of year	(11,951)	224,098
Cash (cheques issued in excess of funds on deposit), end of year	66,544	(11,951)

See accompanying notes to the financial statements



NOTES TO FINANCIAL STATEMENTS

August 31, 2020

Unaudited - See Review Engagement Report

1. PURPOSE OF THE ASSOCIATION

The Association is incorporated under the British Columbia Societies Act, is a not-for-profit organization and is exempt from income tax. The purpose of the Association is to provide affordable and quality facilities and programming to meet the diverse needs of the people of the Champlain Heights community and to encourage community use of and participation in the Champlain Heights Community Centre, surrounding parks and greenways.

2. GOVERNANCE AND OPERATIONS

The Association carries out these objectives through the operations of the Champlain Heights Community Centre pursuant to a Joint Operating Agreement ("JOA") with the City of Vancouver Board of Parks and Recreation ("Park Board"). The former JOA was signed in July 1984.

The Association signed a new JOA effective January 1, 2018 [note 12].

Use of the Champlain Heights Community Centre premises as well as the providing of certain operating expenses, such as various staff costs, are provided to the Association pursuant to the JOA with the Park Board. The value of the use of the facilities as well as these additional operating expenses has not been reflected in the financial statements.

3. SIGNIFICANT ACCOUNTING POLICIES

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations ("ASNPO") 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. The significant areas requiring the use of management estimate relate to the determination of allowance for doubtful accounts relating to accounts receivable and the estimated useful lives of capital assets. Actual results could differ from these estimates.



NOTES TO FINANCIAL STATEMENTS

August 31, 2020

Unaudited - See Review Engagement Report

3. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

Revenue Recognition

The Association follows the deferral method of 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 received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Deferred contributions related to capital assets are amortized into income at the same rate as the related capital asset is amortized into expense.

Licensed Childcare and preschool program 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.

Rental 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, except gaming funding, is recognized when the respective program or service is provided.

Gaming Funding

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

Capital Assets

Capital assets are recorded at cost and subject to amortization based on their estimated life using the straight-line method at the following rates:

- | | |
|-----------------------------------|----------|
| ▪ Furniture and fixtures | 5 years |
| ▪ Computer equipment and software | 3 years |
| ▪ Vehicle | 15 years |

Measurement of Financial Instruments

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

NOTES TO FINANCIAL STATEMENTS

August 31, 2020

Unaudited - See Review Engagement Report

3. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

Financial assets measured at amortized cost include cash, term deposit and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable.

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.

Donated Services

The Association and its members benefit greatly from donated services in the form of volunteer time. Because of the difficulty in determining their fair value, the value of donated services is not recognized in these financial statements.

4. TERM DEPOSIT

The term deposit earns interest of 0.65% [2019 - 2.70%] and matures on August 27, 2021.

5. ACCOUNTS RECEIVABLE

	2020 \$	2019 \$
Grants and trade receivables	28,575	81,192
Interest receivable	—	4,105
	28,575	85,297
Allowance for doubtful accounts	—	—
	28,575	85,297

NOTES TO FINANCIAL STATEMENTS

August 31, 2020

Unaudited - See Review Engagement Report

6. CAPITAL ASSETS

	Cost \$	Accumulated Amortization \$	Net Book Value \$
2020			
Furniture and fixtures	23,986	12,409	11,577
Computer equipment and software	2,382	1,809	573
Vehicle	88,275	49,960	38,315
	114,643	64,178	50,465
2019 [Restated - Note 15]			
Furniture and fixtures	23,986	8,264	15,722
Computer equipment and software	1,523	1,523	—
Vehicle	88,275	42,298	45,977
	113,784	52,085	61,699

7. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	2020 \$	2019 \$
Trade	38,406	38,752
Wages payable	9,117	16,688
Government - GST	1,923	1,424
- payroll remittances	9,071	—
- WorkSafe BC	880	509
	59,397	57,373

8. INTERNALLY RESTRICTED NET ASSETS AND CAPITAL MANAGEMENT

The Associations' main objective when managing capital is to maintain financial flexibility in order to preserve its ability to meet financial commitments and unforeseen external events. To assist with this objective, the Association has made the following internal restrictions:

Operating Contingency

In previous years, the Board of Directors voted to internally restrict funds of \$175,000 as an operating contingency. The operating contingency would cover unforeseen expenses.

Invested in Capital Assets

The Association has internally restricted an amount equal to the net assets invested in capital assets.

NOTES TO FINANCIAL STATEMENTS

August 31, 2020

Unaudited - See Review Engagement Report

9. INTERFUND TRANSFERS

As described in the statement of changes in net assets, interfund transfers are made between internally restricted net assets and unrestricted net assets to fund capital assets purchased, amortization of capital assets and amortization of deferred contributions related to capital assets.

10. DEFERRED CONTRIBUTIONS RELATED TO CAPITAL ASSETS

Deferred contributions related to capital assets represent the unamortized balance of gaming and other restricted contributions with which capital assets were acquired. The balance is as follows:

	2020 \$	2019 \$
		<i>[Restated - Note 15]</i>
Balance, beginning of year	14,376	16,945
Less: Amounts amortized to revenue	(2,569)	(2,569)
Balance, end of year	11,807	14,376

11. FINANCIAL INSTRUMENTS

The Association is exposed to various risks through its financial instruments. The following analysis provides a measure of the Association's risk exposure as at August 31, 2020:

Credit Risk

Credit risk is the risk that one party to the financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The Association is exposed to credit risk in the event of non-performance by counterparties in connection with its accounts receivable. The Association is also exposed to credit risk with respect to its cash and term deposit. The Association limits its exposure to credit loss by placing its cash and term deposit with chartered Canadian financial institutions.

Interest Rate Risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Association is exposed to interest rate risk on its cash in bank and term deposit.

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.



Tompkins Wozny
Chartered Professional Accountants

NOTES TO FINANCIAL STATEMENTS

August 31, 2020

Unaudited - See Review Engagement Report

12. JOINT OPERATING AGREEMENT ("JOA")

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.

In 2018, 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 Vancouver 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 also pay a 1% subscription fee for the Active Net registration system.

13. DISCLOSURE OF REMUNERATION

Pursuant to the British Columbia Societies Act, the Association is required to disclose wages and benefits paid to employees and contractors who are paid \$75,000 or more during the fiscal year. There were no employee or contractors who received compensation more than \$75,000 during the year.

14. COVID-19

In March 2020, due to COVID-19, the City of Vancouver and the Vancouver Park Board closed all Vancouver community centres including the Champlain Heights Community Centre, thus forcing cancellation of all the Association's on-going programs, including child care. Child care resumed operations in September 2020. The Centre is currently open six days a week with reduced hours to accommodate programs that can be safely delivered during the pandemic.

The Association is anticipating a reduction in revenue over expenses, which will correspond to the duration of the COVID-19 crisis, and is taking steps to reduce discretionary costs. The Association believes that with their current cash reserves and the approach they are taking with respect to managing the crisis, the Association will be able to return to normal operations once it is deemed safe to do so.

Subsequent to the year end, the Association commenced making Canadian Emergency Wage Subsidy claims, where permitted.

The Association also applied and received the \$60,000 Canadian Emergency Business Account loan in the amount of \$60,000. The loan is non-interest bearing until December 31, 2022, 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, 2020, \$20,000 of the loan will be forgiven.

NOTES TO FINANCIAL STATEMENTS

August 31, 2020

Unaudited - See Review Engagement Report

15. CHANGE IN ACCOUNTING POLICY

Amortization of capital assets and deferred contributions related to capital assets were previously recorded using the declining-balance method. The Association has changed the amortization policy from a declining -balance basis to a straight-line-basis. This change in accounting policy has been recorded retroactively and the effect is as follows:

Statement of Financial Position

- 2019 capital assets increased by \$15,110 from \$46,589 to \$61,699;
- 2019 deferred contributions related to capital assets increased by \$3,104 from \$11,272 to \$14,376;
- 2018 total net assets increased by \$12,060 from \$395,451 to \$407,511; and
- 2019 total net assets increased by \$12,006 from \$345,746 to \$357,752.

Statement of Operations

- 2019 amortization of deferred contributions related to capital assets decreased by \$1,736 from \$4,305 to \$2,569;
- 2019 amortization of capital assets decreased by \$1,682 from \$13,764 to \$12,082;
- 2019 expenses over revenue increased by \$54 from \$49,705 to \$49,759.

The statement of cash flows has also been adjusted to reflect the restatement.



SCHEDULE OF REVENUE AND EXPENSES PROGRAM OPERATIONS

Year ended August 31

Unaudited - See Review Engagement Report

	Revenue \$	Expenses			Net Income (Loss) \$
		Wages and Contractors \$	Supplies and Other \$	Total \$	
2020					
Adult Programs	47,981	27,116	—	27,116	20,865
Aerobics	7,275	6,458	—	6,458	817
Birthday Parties	7,895	2,195	771	2,966	4,929
Licensed Childcare and Preschool	99,795	112,805	2,611	115,416	(15,621)
Children Programs	55,329	27,284	2,783	30,067	25,262
Memberships and program support	(5)	—	—	—	(5)
Preschool Programs	22,302	6,335	828	7,163	15,139
Rentals	6,869	761	—	761	6,108
Senior Programs	15,714	6,171	832	7,003	8,711
Special events	4,416	5,149	7,089	12,238	(7,822)
Sunsplash	44,978	20,429	2,181	22,610	22,368
Vending machine	1,753	—	—	—	1,753
Youth Programs	4,717	7,995	4,451	12,446	(7,729)
	319,019	222,698	21,546	244,244	74,775
2019					
Adult Programs	68,209	43,838	—	43,838	24,371
Aerobics	11,772	10,476	410	10,886	886
Birthday Parties	11,453	7,946	397	8,343	3,110
Licensed Childcare and Preschool	161,363	130,241	4,869	135,110	26,253
Children Programs	60,286	56,294	1,271	57,565	2,721
Memberships and program support	111	—	—	—	111
Preschool programs	11,023	7,056	1,512	8,568	2,455
Rentals	9,071	633	—	633	8,438
Senior Programs	22,796	8,359	1,347	9,706	13,090
Special events	3,360	2,152	21,105	23,257	(19,897)
Sunsplash	143,741	77,859	36,968	114,827	28,914
Vending machine	—	—	—	—	—
Youth Programs	5,879	2,144	8,138	10,282	(4,403)
	509,064	346,998	76,017	423,015	86,049

FINANCIAL STATEMENTS
CHAMPLAIN HEIGHTS
COMMUNITY ASSOCIATION

August 31, 2021

Limited Liability Partnership



Tompkins Wozny
Chartered Professional Accountants

INDEPENDENT AUDITOR'S REPORT

To the Members of
Champlain Heights Community Association

Opinion

We have audited the financial statements of Champlain Heights Community Association (the Association), which comprise the statement of financial position as at August 31, 2021, and the statements of operations, changes in net assets 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 August 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.

Other Matter

The financial statements for the year ended August 31, 2020 were reviewed (not audited) which an unqualified conclusion was expressed in the report dated July 23, 2021.

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.

INDEPENDENT AUDITOR'S REPORT

- 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
January 31, 2022

Chartered Professional Accountants

Champlain Heights Community Association

STATEMENT OF FINANCIAL POSITION

As at August 31

	2021 \$	2020 \$
		<i>[Unaudited - note 16]</i>
ASSETS		
Current		
Cash	215,192	66,544
Term deposit <i>[note 4]</i>	—	300,000
Accounts receivable <i>[note 5]</i>	38,780	28,575
Prepaid expenses	2,034	1,954
Total current assets	256,006	397,073
Term deposits <i>[note 4]</i>	312,800	—
Capital assets <i>[note 6]</i>	36,790	50,465
	605,596	447,538
LIABILITIES AND NET ASSETS		
Current		
Accounts payable and accrued liabilities <i>[note 7]</i>	63,971	59,397
Deferred revenue - general	69,707	—
- More Sports	12,282	12,282
- Community Garden	166	166
Total current liabilities	146,126	71,845
Canada Emergency Business Account loan <i>[note 14]</i>	40,000	—
Deferred contributions related to capital assets <i>[note 10]</i>	9,238	11,807
Total liabilities	195,364	83,652
Net assets		
Invested in capital assets <i>[note 8]</i>	27,552	38,658
Internally restricted <i>[note 8]</i>	175,000	175,000
Unrestricted	207,680	150,228
Total net assets	410,232	363,886
	605,596	447,538

Joint operating agreement *[note 12]*

COVID-19 *[note 15]*

See accompanying notes to the financial statements

On behalf of the Board:

Director

Director

Champlain Heights Community Association**STATEMENT OF CHANGES IN NET ASSETS**

Year ended August 31

	Invested in Capital Assets \$	Internally Restricted \$	Un - restricted \$	Total \$
	<i>[Note 8]</i>	<i>[Note 8]</i>		
2021				
Balance, beginning of year	38,658	175,000	150,228	363,886
Revenue over (under) expenses for the year	(11,106)	—	57,452	46,346
Acquisition of capital assets	—	—	—	—
Balance, end of year	27,552	175,000	207,680	410,232
2020 [Unaudited - note 16]				
Balance, beginning of year	47,323	175,000	135,429	357,752
Revenue under expenses for the year	(9,524)	—	15,658	6,134
Acquisition of capital assets	859	—	(859)	—
Balance, end of year	38,658	175,000	150,228	363,886

See accompanying notes to the financial statements**Tompkins Wozny**
Chartered Professional Accountants

Champlain Heights Community Association

STATEMENT OF OPERATIONS

Year ended August 31

	2021 \$	2020 \$
		<i>[Unaudited - note 16]</i>
REVENUE		
Program operations <i>[schedule 1]</i>	342,870	319,019
Wage subsidy - government assistance <i>[note 15]</i>	59,006	—
Canada Emergency Business Account loan - forgiveness of debt <i>[note 14]</i>	20,000	—
Fundraising, interest and other	3,161	8,927
Amortization of deferred contributions related to capital assets <i>[note 10]</i>	2,569	2,569
	427,606	330,515
EXPENSES		
Program operations <i>[schedule 1]</i>	317,290	244,244
Amortization of capital assets	13,675	12,093
Office and administration	9,101	9,077
Bank, merchant and online fees	8,895	8,719
Advertising and brochures	8,151	16,884
Professional fees	6,046	6,814
Bookkeeping	5,936	9,209
Insurance	3,988	3,916
Operating fee <i>[note 12]</i>	2,810	6,524
Employment costs	2,126	1,879
Repairs and maintenance (recovery)	1,887	(373)
Bus	1,355	5,395
	381,260	324,381
Revenues over expenses for the year	46,346	6,134

Joint operating agreement *[note 12]*

See accompanying notes to the financial statements

Champlain Heights Community Association

STATEMENT OF CASH FLOWS

Year ended August 31

	2021 \$	2020 \$
		<i>[Unaudited - note 16]</i>
OPERATING ACTIVITIES		
Revenues over expenses for the year	46,346	6,134
Item not affecting cash		
Amortization of capital assets	13,675	12,093
Amortization of deferred contributions related to capital assets	(2,569)	(2,569)
Changes in non-cash working capital items		
Accounts receivable	(10,205)	56,722
Prepaid expenses	(80)	4,839
Accounts payable and accrued liabilities	4,574	2,024
Deferred revenue - general	69,707	(49,889)
Cash provided by operating activities	121,448	29,354
INVESTING ACTIVITIES		
Capital assets purchased	—	(859)
Redemption (purchase) of guaranteed investment certificates (net)	(12,800)	50,000
Cash provided by (used in) investing activities	(12,800)	49,141
FINANCING ACTIVITIES		
Proceeds from Canada Emergency Business Account loan	60,000	—
Canada Emergency Business Account loan - forgiveness of debt	(20,000)	—
Cash provided by financing activities	40,000	—
Increase in cash for the year	148,648	78,495
Cash (cheques issued in excess of funds on deposit), beginning of year	66,544	(11,951)
Cash, end of year	215,192	66,544

See accompanying notes to the financial statements

NOTES TO FINANCIAL STATEMENTS

August 31, 2021

1. PURPOSE OF THE ASSOCIATION

The Association is incorporated under the British Columbia Societies Act, is a not-for-profit organization and is exempt from income tax. The purpose of the Association is to provide affordable and quality facilities and programming to meet the diverse needs of the people of the Champlain Heights community and to encourage community use of and participation in the Champlain Heights Community Centre, surrounding parks and greenways.

2. GOVERNANCE AND OPERATIONS

The Association carries out these objectives through the operations of the Champlain Heights Community Centre pursuant to a Joint Operating Agreement ("JOA") with the City of Vancouver Board of Parks and Recreation ("Park Board"). The former JOA was signed in July 1984.

The Association signed a new JOA effective January 1, 2018 [note 12].

Use of the Champlain Heights Community Centre premises as well as the providing of certain operating expenses, such as various staff costs, are provided to the Association pursuant to the JOA with the Park Board. The value of the use of the facilities as well as these additional operating expenses has not been reflected in the financial statements.

3. SIGNIFICANT ACCOUNTING POLICIES

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations ("ASNPO") 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. The significant areas requiring the use of management estimate relate to the determination of allowance for doubtful accounts relating to accounts receivable and the estimated useful lives of capital assets. Actual results could differ from these estimates.

NOTES TO FINANCIAL STATEMENTS

August 31, 2021

3. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

Revenue Recognition

The Association follows the deferral method of 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 received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Deferred contributions related to capital assets are amortized into income at the same rate as the related capital asset is amortized into expense.

Licensed Childcare and preschool program 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.

Rental 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, except gaming funding, is recognized when the respective program or service is provided.

Gaming Funding

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

Capital Assets

Capital assets are recorded at cost and subject to amortization based on their estimated life using the straight-line method at the following rates:

- | | |
|-----------------------------------|----------|
| ▪ Furniture and fixtures | 5 years |
| ▪ Computer equipment and software | 3 years |
| ▪ Vehicle | 15 years |

Measurement of Financial Instruments

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

NOTES TO FINANCIAL STATEMENTS

August 31, 2021

3. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

Financial assets measured at amortized cost include cash, term deposits and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable.

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.

Donated Services

The Association and its members benefit greatly from donated services in the form of volunteer time. Because of the difficulty in determining their fair value, the value of donated services is not recognized in these financial statements.

4. TERM DEPOSITS

The term deposits earn interest of 1% to 1.25% [2020 - 0.65%] and mature between September 3, 2022 - July 3, 2024.

5. ACCOUNTS RECEIVABLE

	2021	2020
	\$	\$
		<i>[Unaudited - note 16]</i>
Grants and trade receivables	26,757	28,575
Canada Emergency Wage Subsidy	9,229	—
Interest receivable	2,794	—
	38,780	28,575
Allowance for doubtful accounts	—	—
	38,780	28,575



NOTES TO FINANCIAL STATEMENTS

August 31, 2021

6. CAPITAL ASSETS

	Cost \$	Accumulated Amortization \$	Net Book Value \$
2021			
Furniture and fixtures	23,986	18,135	5,851
Computer equipment and software	2,382	2,095	287
Vehicle	88,275	57,623	30,652
	114,643	77,853	36,790
2020 [Unaudited - note 16]			
Furniture and fixtures	23,986	12,409	11,577
Computer equipment and software	2,382	1,809	573
Vehicle	88,275	49,960	38,315
	114,643	64,178	50,465

7. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	2021 \$	2020 \$
		<i>[Unaudited - note 16]</i>
Trade	35,360	38,406
Wages payable	26,942	9,117
Government - GST	706	1,923
- payroll remittances	—	9,071
- WorkSafe BC	963	880
	63,971	59,397

NOTES TO FINANCIAL STATEMENTS

August 31, 2021

8. INTERNALLY RESTRICTED NET ASSETS AND CAPITAL MANAGEMENT

The Associations' main objective when managing capital is to maintain financial flexibility in order to preserve its ability to meet financial commitments and unforeseen external events. To assist with this objective, the Association has made the following internal restrictions:

Operating Contingency

In previous years, the Board of Directors voted to internally restrict funds of \$175,000 as an operating contingency. The operating contingency would cover unforeseen expenses.

Invested in Capital Assets

The Association has internally restricted an amount equal to the net assets invested in capital assets.

9. INTERFUND TRANSFERS

As described in the statement of changes in net assets, interfund transfers are made between internally restricted net assets and unrestricted net assets to fund capital assets purchased, amortization of capital assets and amortization of deferred contributions related to capital assets.

10. DEFERRED CONTRIBUTIONS RELATED TO CAPITAL ASSETS

Deferred contributions related to capital assets represent the unamortized balance of gaming and other restricted contributions with which capital assets were acquired. The balance is as follows:

	2021	2020
	\$	\$
		[Unaudited - note 16]
Balance, beginning of year	11,807	14,376
Less: Amounts amortized to revenue	(2,569)	(2,569)
Balance, end of year	9,238	11,807

NOTES TO FINANCIAL STATEMENTS

August 31, 2021

11. FINANCIAL INSTRUMENTS

The Association is exposed to various risks through its financial instruments. The following analysis provides a measure of the Association's risk exposure as at August 31, 2021:

Credit Risk

Credit risk is the risk that one party to the financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The Association is exposed to credit risk in the event of non-performance by counterparties in connection with its accounts receivable. The Association is also exposed to credit risk with respect to its cash and term deposits. The Association limits its exposure to credit loss by placing its cash and term deposit with chartered Canadian financial institutions.

Interest Rate Risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Association is exposed to interest rate risk on its cash in bank and term deposit.

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.

12. JOINT OPERATING AGREEMENT ("JOA")

In 2018, 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 Vancouver 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 also pay a 1% subscription fee for the Active Net registration system.

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 August 31, 2021 operating fee is only subject to the 2% fee for the revenues relating to the four months ending August 31, 2020.



NOTES TO FINANCIAL STATEMENTS

August 31, 2021

13. DISCLOSURE OF REMUNERATION

Pursuant to the British Columbia Societies Act, the Association is required to disclose wages and benefits paid to employees and contractors who are paid \$75,000 or more during the fiscal year. There were no employee or contractors who received compensation more than \$75,000 during the year.

14. CANADA EMERGENCY BUSINESS ACCOUNT LOAN

The Association applied for and received a \$60,000 loan under the Canada Emergency Business Account ("CEBA"). 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 forgivable portion of the loan or \$20,000, has been taken into 2021 income.

15. COVID-19

In March 2020, due to COVID-19, the City of Vancouver and the Vancouver Park Board closed all Vancouver community centres including the Champlain Heights Community Centre, thus forcing cancellation of all the Association's on-going programs, including child care. Child care resumed operations in September 2020. The Centre is currently open seven days a week with reduced hours to accommodate programs that can be safely delivered during the pandemic.

The Association is anticipating a reduction in revenue over expenses, which will correspond to the duration of the COVID-19 crisis, and is taking steps to reduce discretionary costs. The Association believes that with their current cash reserves and the approach they are taking with respect to managing the crisis, the Association will be able to return to normal operations once it is deemed safe to do so.

The Association has made Canadian Emergency Wage Subsidy claims in the amount of \$59,006 [2020 - \$Nil].

16. COMPARATIVE FIGURES

The financial statements for the year ended August 31, 2020 were reviewed (not audited) which an unqualified conclusion was expressed in the report dated July 23, 2021.

SCHEDULE OF REVENUE AND EXPENSES PROGRAM OPERATIONS

Year ended August 31

	Revenue \$	Expenses			Net Income (Loss) \$
		Wages and Contractors \$	Supplies and Other \$	Total \$	
2021					
Adult Programs	5,417	6,674	587	7,261	(1,844)
Aerobics	1,031	3,224	—	3,224	(2,193)
Birthday Parties	—	—	32	32	(32)
Licensed Childcare and Preschool	158,598	160,792	11,938	172,730	(14,132)
Children Programs	37,113	36,738	129	36,867	246
Memberships and program support	—	—	—	—	—
Preschool Programs	4,378	286	—	286	4,092
Rentals	75	—	—	—	75
Senior Programs	6,984	537	—	537	6,447
Special events	1,350	—	781	781	569
Sunsplash	126,375	84,174	10,974	95,148	31,227
Vending machine	221	—	—	—	221
Youth Programs	1,328	(127)	551	424	904
	342,870	292,298	24,992	317,290	25,580
2020 [Unaudited - note 16]					
Adult Programs	47,981	27,116	—	27,116	20,865
Aerobics	7,275	6,458	—	6,458	817
Birthday Parties	7,895	2,195	771	2,966	4,929
Licensed Childcare and Preschool	99,795	112,805	2,611	115,416	(15,621)
Children Programs	55,329	27,284	2,783	30,067	25,262
Memberships and program support	(5)	—	—	—	(5)
Preschool programs	22,302	6,335	828	7,163	15,139
Rentals	6,869	761	—	761	6,108
Senior Programs	15,714	6,171	832	7,003	8,711
Special events	4,416	5,149	7,089	12,238	(7,822)
Sunsplash	44,978	20,429	2,181	22,610	22,368
Vending machine	1,753	—	—	—	1,753
Youth Programs	4,717	7,995	4,451	12,446	(7,729)
	319,019	222,698	21,546	244,244	74,775

Management Committee AGM Report 2019-2021

Covid-19 presented the community centre with many challenges reducing program offerings and services. With the assistance of Park Board staff, Vancouver Coastal Health, and numerous directors from other Vancouver community associations, the centre was able to run viably with no known Covid-19 transmissions during the last two years of the pandemic.

We were pleased that our staff delivered continuous quality licensed preschool and out-of-school care to parents and students throughout the pandemic with few interruptions, receiving positive praise from our Vancouver Coastal Health Licensing Officer during inspections.

We are also very pleased that our preschool staff incorporated innovations in both experiences and learning outdoors in Champlain's rich abundance of green space and parks, fostering a strong sense of student appreciation caring for nature.

Financially the community association fared well throughout the pandemic. Activating the Federal Government CEBA and wage enhancements eased worries of having to run deficits to pay staff and expenses during the pandemic. We are appreciative to both Chelsey Amaral and Gary Wozny in advising the association on accessing these programs.

Upgrades for several of the centre's meeting rooms will include improved blinds and multi-media for day time use. Several furniture restorations have been carried out by Park Board facilities bringing back renewed use and serviceability, speaking to the mid-century modern design of the building.

Equipment upgrades for programs – including Gonge proprioceptive exercise equipment and all-weather tubolo and djembes drums – have been purchased for all age and ability programming. Future directions for the community association will promote new programs for seniors that include incorporating rhythm, movement, nature, and improving community building through events like regional day-trips and fostering topical community interests.

Renewal of the existing preschool-public use playground (ages 2-5 years) at the east of the centre is set for this year, and will be accompanying a larger new Park Board built playground (ages 5-12 years) to the south west of the centre. The association is seeking a new playground advisory team to inform the neighbourhood on size, equipment, surface substrate, cost and delivery of this smaller, east playground. Please join us if you are able.

The community association wishes to thank the following people who have helped advise and run the centre's programs and set its policies as directors to the end of 2021: Birgit Petersen, Hartley Banack, Mary and David Hiebert, Lesley Anderson, and Trevor van Hemert.

We also wish to give our special appreciation and thanks to Ms Lorna Gibbs, a tireless director who helped advocate and develop the community association, especially for seniors, in so many ways and for so many years. Lorna passed away in late 2021 and her wisdom, principled, well-reasoned views and innumerable community contributions will be greatly missed.

Community Recreation Supervisor Report 2020-2021
Champlain Heights Community Association Annual General Meeting
November 24, 2021

While 2020/2021 brought unprecedented experiences worldwide, the Association and its services were able to manage the COVID-19 challenges and emerge in a healthy state by the end of the fiscal year. Staff worked diligently to implement administration and engineering controls as we safely re-opened the centre to the public on a limited scale. Throughout the last 12 months, there were many changes as the Province established a phased approach to applying restrictions and PHO orders. Consistent communication with the Champlain Heights Community Association (CHCA) and Park Board staff was successful as our customers and families were in turn, informed and educated in a positive approach.

A recap of highlights from 2020/2021 includes:

- The Association and the Parks Board continues to work on the implementation of annual JOA provisions and milestones.
- In 2018 it was announced that the Champlain Heights Community Centre was a recipient of \$600K in Capital Funds to replace its existing playground. This Replacement Project began in early 2019 with a community consultation phase yielding significant and valuable feedback from our community.
- Re-opening the Centre and re-starting programs was a tremendous undertaking by all staff from Childcare, Fitness and Centre operations. Separate Safety Plans were established for all three operational areas with enhanced cleaning protocols within the facility.
- Full time staff changes occurred in 2021 as Janice Kwan arrived here in February as the Recreation Facility Clerk, Kyla Sattler began in April as the Community Youth Worker and Kelley Hindley started in May as the Recreation Programmer 2. Surjit Bains (Building Worker) continues to maintain the building's cleanliness and has done so since 2016.
- With continued support of Canada Summer Jobs grant funding, one of Champlain's popular programs continues to be Summer Sunsplash Daycamps for children and youth. Champlain's Daycamps are one of 4 locations in the city that receives additional support from the Park Board's Access Services to ensure inclusion spaces are available for children in need in our community. Similar to 2020, Summer Daycamps for children is based out of the Champlain Heights Elementary School (Main).
- CHCA continued to be a proud and strong supporter of Youth. This was shown in their repeat unanimous decision to make it a priority to offer scholarships to high school graduates.

- Recently CHCA has engaged with the Champlain Youth Council in re-imagining the Youth Room space. By investing in the improvement of this space, the Association hopes to encourage more youth to the centre and provide a safe youth oriented space.

I am very proud of how the CHCA and Park Board staff worked together to keep our customers and each other safe and healthy under the most challenging circumstances. Their ability to adapt to numerous administrative changes showed their resiliency and as a result, provided our customers a level of confidence when entering our building.

Respectfully submitted,

Grant Matsuda
Community Recreation Supervisor
Champlain Heights Community Centre

CHAMPLAIN HEIGHTS COMMUNITY ASSOCIATION

PROGRAM REPORT

2020-2021

Focus on April –August 2021

PROGRAMS

Following waves of recurrent COVID closures – this trend impacted our Spring programming, limiting our offerings to a variety of low impact sports, health and wellness, and children’s programs. We saw a positive turn once Summer came and were able to offer successful specialty camps including Bricks for Kidz, Byte Camp and Cartooning Camp. This was made possible by our Sunsplash Summer Daycamps being offsite again this summer. Our regular programming, achieved great success with programs such as Chinese Classical Dance, Rhythmic Gymnastics, Tennis and Journey Basketball. We adapted to the restrictions and utilized our environment to test out programs such as Outdoor Hatha Yoga and Outdoor Zumba Kids, which were a hit – and something we would love to bring back next summer.

As we entered Fall, we nearly returned to normal programming, resuming birthday parties, drop-in sports and we are looking towards our seasonal special events.

YOUTH DROP IN PROGRAMS

As a result of COVID and staff turnover there was a lack of youth drop in programming being offered. In accordance with the COVID restrictions pre registration youth drop in gym times were able to be restarted shortly before July. This consisted of basketball open gym being available various times throughout the week along with a volley ball session on Friday. Youth slowly started to trickle back into the centre and throughout the summer became more aware of our facility and the programs that we offer.

SUMMER DAY CAMPS

Champlain Heights Community Association successfully received grant funding from HRSDC for 10 positions which covered most of the planning time for the project managers and leaders together. This year, an additional staff was budgeted in the funding to be a second support worker – but due to difficulty finding qualified candidates, we hired this candidate instead as a floater, which proved to be extremely beneficial for ratio and staff coverage. We did receive a grant of \$5200 from the Ministry of Children and Family Development which covered the majority of the primary support worker’s wage.

The camps daily plan focused predominantly on local onsite entertainment and outdoor play, as out-trips were not permitted during the planning process. While we look forward to welcoming a few out-trips back into our plans next summer, we learned a lot about the simplicity that children really enjoyed, which was being in nature, outdoor exploration, and social connection.

The camp was located offsite at the Champlain Elementary Main School near Sparwood Park. Although challenges were presented, the staff did an excellent job at making the summer fun and safe for the children. Enrollment was full all summer, as well as inclusion camps.

YOUTH LEADERSHIP CAMP

This summer the Youth LEADership camp had ages 11-15 attending and numbers ranging from 6 – 10 participants each week, this camp was run out of the lounge at Champlain CC. Due to COVID the first 2 weeks were only open to 6 youth, as restrictions changed the number was increased to 10 for the remainder of the summer.

The youth had the opportunity to participate in daily fun activities, some beach/park out trips, games, and educational workshops. In August the camp was able to utilize the Champlain Bus and on multiple occasions visited Queen Elizabeth Park and Jericho Beach.

The two leaders did an excellent job connecting with the youth and helping them build new skills via organizing a water day for Sunsplash and participating in community cleanups in collaboration with Killarney's camp. We hope to make a few changes to the camp in Summer 2022 in hopes that COVID restrictions change and enable more opportunities for youth to participate in leadership roles within the community and participate in more out trips.

SPECIAL EVENTS

The Champlain Youth Council of over 35 members hosted a Summer Carnival on September 3rd which was a great success. They spent 3 weeks planning, organizing and making various carnival booths for participants to enjoy. This included stations such as bowling, golfing, ring toss etc.

On the day of the event we had just over 25 youth run various carnival games, a concession stand, and a prize booth. The ECPC also had a booth and displayed various educational pieces for the public to enjoy. The event had a great turn out with just over 210 attendees from the community. Through the concession stand and donation booth they raised just over \$500. The success of this event was a great send off into the fall season for the CHYC and their upcoming events.

Respectfully submitted,

Kelley Hindley
Recreation Programmer II

Kyla Sattler
Community Youth Worker

Annual General Meeting 2021 – Champlain Heights Fitness Centre

This past year has looked quite different with the ongoing pandemic and our staff were able to adapt to the changes and implement any restrictions set out by the province. Below are some key changes made during this time.

Operation

- **Registered sessions with 20% of spots reserved for drop in** – From Sept 2020 to Sept 2021 we implemented registered 1 hour sessions with a capacity limitation to allow for physical distancing. Each patron was offered an individual spray bottle to clean equipment before and after use. A 15 minute gap between sessions was allocated to staff to disinfect equipment and spray bottles using an electrostatic sprayer.
- **Removal of registered sessions** – On Sept 7th, 2021, we have removed the registered sessions and have gone back to allowing full drop in with no time restrictions or capacity limit during regular operating hours. Individual spray bottles to clean and disinfect equipment has remained in place.

Personnel

- **Staffing level increased** – During the pandemic, budget to increase staffing for this year was approved. There has been an increase of 112% in staffing hours compared to pre-covid closure in March 2020 (pre-covid: 31.5hrs/week, current: 65hrs/week). This has allowed us to staff 75% of our operating hours to provide greater customer service.
- **Updates** – Audrey Mak, lateral transfer RPT from Hillcrest to Champlain in Feb 2021. Patrick Wong, acting Fitness Programmer, for Casey Lefler, beginning of Aug 2021 until further notice.

Equipment

Equipment layout changes were made to provide space for physical distancing and to create a more accessible space.

- Racquetball court (court 3) has been converted to be an extension of the fitness centre to provide a space for functional fitness. This added space also prevents the main fitness centre from being overcrowded.
- A new accessory rack was brought in to store functional training props and mats.

Programs

Happy Hearts – Happy Hearts was put on pause March 2020; In collaboration with VCH Cardiac Rehab Program, Happy Hearts Maintenance classes has returned starting Nov 9th, 2021. Each Class now has a reduced class size of 6 participants to allow for greater distancing for patrons. Extra cleaning and disinfecting surfaces before and after class by staff using the electrostatic sprayer will be provided. Classes are running in the fitness centre on Tuesdays and Thursdays @ 2:00-3:00pm.

Indoor cycling – On Sept 27th, 2021, Court 4 is open to 3 indoor cycling classes/week with limited spots (5). Participants must register online with drop-in spots available if space permitting. Current schedule is Monday, Wednesday & Thursday at 6pm-7pm.

Personal Training – Trainers are now allowed to use the entire fitness centre beginning Sept 7th 2021. From Sept 2020-Sept 2021, trainers were restricted to Court 3 due to capacity limit in the fitness centre.

Squash – As of Oct 4th, 2021, Squash court bookings have returned for 45 minutes timeslots. Only court 1 is available at the moment.

Submitted by:

Patrick Wong
Regional Fitness Programmer (acting)
Kitsilano, Champlain & Templeton

**Everett Crowley Park Committee
AGM Summary Report (2021 – 2022)**

The Everett Crowley Park Committee (ECPC) is a sub-committee of the Champlain Heights Community Association and is made up of park users and local residents who are working to see this green space protected and enhanced for the long term.

Andrew Pereda – ECPC member – 2022 Winter/Spring Report

In my short time on the Everett Crowley Park committee, I have had the opportunity and pleasure to partner up with John Ames, Damian Assadi and Silvia Hagen, to bring a few youth organizations to the park. Mount Everett is a tall feat. They say it takes a village to move a mountain. In this case, it is removing invasive Himalayan Blackberry's from the mountain. We have had multiple, private invasive pulls, in the short time of two months with the following organizations' children and youth: Champlain Heights Youth Council, Burnaby Scouts and WILD Outside (Canadian Wildlife Federation). We also have future scheduled events for this weekend and April with: Urban Greening (Princes Trust), Vancouver South Girl Guides and Cool 'Hood Champs. We have had continued talks with the leaders of these organizations and have received nothing but positive feedback from them. We intend on building lasting relationships with these groups and continuing our 500 year plan for the park, by removing invasive species and planting native shrubs, through community stewardship. By engaging the future generation of park stewards, our goal is to build environmental and community oriented mindsets and culture.

We are currently planning Earth Fest for April 23rd. Flyers will go up soon, thanks to David for putting it together. We will also be posting it on Facebook community groups to spread the word. Many of the non profit 'vendors' for the event will be the youth groups we've hosted for private pulls in these last couple of months. For the spring and summer, Damian has organized numerous public pulls for the community, which are located in the programming brochure. These will take place in Area 4 of the park. For fall, we plan on resuming in full force, Mount Everett invasive pulls, in order to be ready for a mass fall planting on the mountain with the groups we are currently partnering with and hopefully any others that would like to partner up with our community, committee and park. The plan is to maintain the mountain thereafter and recognize those groups who contributed. Avalon Pond is also on our radar as a future restoration project, as it is an ecologically sensitive area.

As Directors of the CHCA, we are also in the works of creating more outdoor visits to the park by our preschool students and seniors. Nature walks, outdoor learning and fresh air are some things to look forward to this coming year.

Damian Assadi – ECPC member – 2021 Fall/Winter Report

In 2021, ECPC members diligently continued park stewardship work despite the difficulties of the pandemic. In conjunction with the Park Board, our monthly park stewardship program resumed after a long period of rest. Community members, families, high school students, university students, and volunteers of all ages joined us in these invasive pulls and native species planting in September, October, and November.

Altogether, we planted a beautiful diversity of nearly 200 flowering native plants & berries, including Nootka rose, thimbleberry, salmonberry, red-osier dogwood & more. You can see our collective work in

the pollinator & healing garden (beside Manfred's Meadow), in the Tri Corners (the intersection of Snake Trail, Everett Loop, and Creekside Trail), and in Area 4 (south of Manfred's Meadow, along Raptor Way).

Many thanks to all members of ECPC for their excellent work in the community. A special thanks to David Hiebert for chairing the committee for the past few years. This year in Earth Fest, we remember Manfred Hagen and his valuable work in our community.

In spring and summer 2022, keep an eye out in the park for the revitalization of the "bee hotel" by Manfred's Meadow (cared by Silvia Hagen), the youth-driven stewardship of Mount Everett (led by Andrew Pereda), and the 2022 park stewardship volunteering (see dates in the programming brochure).

