

Annual Report 2018



West End Community Centre Association

West End Community Centre | Barclay Manor |

Coal Harbour Community Centre



West End Community Centre Association

870 Denman Street, Vancouver, B.C. V6G 2L8
Phone: 604-257-8333 Fax: 604-257-8338 Email: westendcc@vancouver.ca
Jointly Operated by the West End Community Centre Association and the Vancouver Board of Parks & Recreation

ANNUAL GENERAL MEETING & ELECTION OF OFFICERS

Tuesday, January 15, 2019 6:30 pm

AGENDA

1. CALL TO ORDER

1.1 Welcome and Introductions

1.2 Approval of the Agenda

2. ROUTINE BUSINESS

2.1 *Review Minutes of Annual General Meeting held on January 16th, 2018.*

3. FINANCE REPORT

3.1 Treasurer's Report

3.2 Auditor's Report

3.3 Acceptance of the Audit Financial Statements

3.4 Appointment of Tompkins Wozny LLC, as the auditors for the Society for 2019

4. AMENDMENT OF BYLAWS

4.1 RESOLVED as a special resolution that Bylaw 5.9 be amended by deleting both references to "three (3)" and replacing such references with "four (4)".

5. RECREATION SUPERVISOR'S REPORT

6. RECREATION PROGRAM DEMONSTRATIONS

7. PRESIDENT'S REPORT

8. NEW BUSINESS

8.1 Acclamation of Directors

9. ADJOURNMENT

10. RECEPTION

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Coal Harbour Community Centre

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WEST END COMMUNITY CENTRE ASSOCIATION

MINUTES of ANNUAL GENERAL MEETING & ELECTION OF OFFICERS

Tuesday January 16th, 2018 6:30 pm

Directors Present:	Bonnie MacKenzie (President) Linda Johnston (1 st VP) Stephanie Martin Dora Liu Pamela Leaman	David Scott (Treasurer) Ross Haleliuk (Secretary) Ron Shindler Annelies Bertrand
New Directors:	Ian Haywood-Farmer Richard Scott Chris Hyndman	Jacob Kojfman Michael Schmidt
Staff Present:	Randy Chan Darilyn Dennis Jennifer Sine Debbie Coulson (minutes) Joel Gomez	Darko Kulic Patrick McCarthy Jayne Loutit (SRS) Eric Yu
Guests:	Gary Wozny (Auditor) Jane Curry (VPL) Casey Crawford (PB Commissioner)	Daisy Chin (Area Manager) Sonja Bakker (WECCA Contractor)
Voting Members:	Sandra Wilkinson Alan Baycroft	Anthony Kupferschmidt Gail Harmer
Regrets:	Sarah McLean	Houria Oufkir

1. CALL TO ORDER:

The meeting was called to order at 6:30pm. There being 18 members present, Bonnie MacKenzie declared a quorum was met.

1.1 Welcome and Introductions: Bonnie MacKenzie (President) welcomed everyone and thanked everyone for coming. She introduced the current Board Executive Committee David Scott (Treasurer), Linda Johnston (1st VP), Ross Haleliuk (Secretary), the other Board Members and the prospective Directors were welcomed as well. She stated that one of



WEST END COMMUNITY CENTRE ASSOCIATION

the prospective Directors, Houria Oufkir had to send her regrets. She also introduced our Auditor Gary Wozny and Casey Crawford (PB Commissioner).

1.2 Approval of the Agenda

MOTION *Linda Johnston moved to approve the Agenda.
Ian Haywood-Farmer seconded the motion.*

CARRIED

2. ROUTINE BUSINESS

2.1. Review Minutes of Annual General Meeting held February 7th, 2017

MOTION: *Alan Baycroft moved to accept the minutes of the AGM held February 7, 2017. Annelies Bertrand seconded the motion.*

CARRIED

3. FINANCE REPORT

3.1 Treasurer's Report

The Treasurer stated that due to the complexity of the operations with the Park Board and the staff; a lot of work was done this past year. WECCA had predicted that the year would end in a deficit and due to the solid effort of our exceptional Parks Board Programmers and we slightly improved our overall financial position. David Scott invited the auditor Gary Wozny, of Tomkins Wozny LLP, to address the auditor's report.

3.2 Auditor's Report

Gary Wozny went over the audited statements, explaining various items on both the Statement of Operations and the Statement of Financial Position. David thanked Gary for the work done on the audit.

3.3 Acceptance of the Audit Financial Statements

MOTION: *Ross Haleliuk moved to adopt the Audit Financial Statements. Pamela Leaman seconded the motion.*

CARRIED

3.4 Appointment of Tompkins Wozny LLC, as the auditors for the Society for 2018

MOTION: *Annelies Bertrand moved that WECCA accept the auditor's 2016/2017 report as presented and to approve the appointment of the auditors Tomkins Wozny LLP for the Society for 2018. Ross Haleliuk seconded the motion.*



WEST END COMMUNITY CENTRE ASSOCIATION

CARRIED

4. SOCIETIES ACT TRANSITION

4.1. Adoption of the revised Constitution to conform with the new Societies Act (BC)

Bonnie MacKenzie explained how the Societies Act works and some of the changes that needed to be made such as changing the name from Society's Act to Societies Act in our documents. She also explained that the Constitution shall now only state the purpose of the Society and anything else was moved to the By-laws.

MOTION: Linda Johnston moved to adopt the revised Constitution to conform with the new Societies Act (BC). Alan Baycroft seconded the motion.

CARRIED

4.2. Adoption of the revised by-laws to conform with the new Societies Act (BC)

MOTION: Ross Haleliuk moved to adopt the revised by-laws to conform with the new Societies Act (BC). Linda Johnston seconded the motion.

CARRIED

4.3. Special Resolution: TRANSITIONING OF THE SOCIETY UNDER THE NEW SOCIETIES ACT (BC)

MOTION: Pamela Leaman moved to accept the Special Resolution: Transitioning of the Society under the new Societies Act (BC). Alan Baycroft seconded the motion.

5. RECREATION SUPERVISOR'S REPORT – Jayne Loutit

Jayne Loutit thanked everyone for attending WECCA's AGM. On behalf of the staff, Jayne would like express her gratitude to WECCA for helping to provide the West End and Coal Harbour Communities with outstanding recreational, educational and leisure opportunities. Jayne mentioned that WECCA volunteers contribute countless hours attending meetings, assisting with special events and providing guidance and support to our staff team. In particular she thanked the WECCA President Bonnie MacKenzie for all of her hard work. Bonnie has had a particularly busy time this past year putting the final touches on the JOA and ensuring it was signed in December. Although Bonnie will be stepping down as President we look forward to seeing her at the centre, participating in Keno's fitness classes. She also would like to recognize Director Ron Shindler, who is retiring from the WECCA Board of Directors this year. Ron has been a fixture at the West End Community Centre for well over



WEST END COMMUNITY CENTRE ASSOCIATION

20 years. He has been involved in countless committees, and has assisted with many special events. We hope to continue seeing Ron enjoying the West End CC.

2017 was a busy year for our staff team. In addition to our regular programs and services, we had many unique opportunities creating and delivering programs and events recognizing Canada's 150th birthday and Reconciliation.

Our staff team includes programmers, Youth staff, cashiers, program assistants, maintenance workers, as well as fitness and ice rink workers. The entire team works together to provide the community with diverse and unique programs, while ensuring the facilities remain clean and our patrons feel welcome and safe.

Thank you again to WECCA and the entire staff team for a successful year!

6. PRESIDENT'S REPORT

Bonnie MacKenzie mentioned that the President's written report can be read in the WECCA Annual Report. She thanked all the Committee Chairs for their reports. This past year has been another long process of discussions with the Vancouver Board of Parks and Recreation of which has finally come to an agreement and the West End Community Centre Association has signed the Joint Operating Agreement on December 15, 2017. Bonnie said that it is not perfect, but it is workable, and now there is a lot of work to do with agreements and documents etc. She also wanted to thank Alan Baycroft for all of his dedication and work on the JOA during his tenure as WECCA President and the fact that he stayed on the Finance Committee as his input has been invaluable. Bonnie also mentioned that the professionalism of the Park Board Staff that had to work with us during this time was great. She thanked the WECCA Board for all their hard work!

MOTION: Alan Baycroft moved that the membership adopt the reports included in the WECCA Annual Report. Pamela Leaman seconded the motion.

CARRIED

NEW BUSINESS

6.1 Election of Directors

The Nomination Committee reports that there are 15 positions available on the WECCA Board of Directors, for the 2018 year there will be 7 Directors who are continuing into the second year of their two-year term. This leaves a potential 8 positions to be filled. By close of nominations, 7 applications were received and all have been recommended by the Nominations Committee. This leaves 1 position available. The Board endorsed the candidacy of the nominees for the Directors of the WECCA Board.

- Linda Johnston
- Jacob Kojfman



WEST END COMMUNITY CENTRE ASSOCIATION

- Richard Scott
- Michael Schmidt
- Chris Hyndman
- Houria Oufkir
- Ian Haywood-Farmer

The candidates introduced themselves to the membership.

Linda Johnston: She has served on the Board for the past 4 years and would like to continue for the next 2 years. She has also been the Chair of the Arts and Pottery Committee.

Jacob Kojfman: He lives in the West End with his wife and daughter and works as a Lawyer. He looks forward to this opportunity as he feels it's important to contribute the community.

Richard Scott: He has recently moved to the West End. He works as a Lawyer as well. He looks forward to being a WECCA Board member to be able to give back to the community.

Michael Schmidt: He said he is a local and has lived in this neighbourhood for decades. He is a Photographer and has been a volunteer for the Art in the City Committee. He stated that he looks forward to serving on the WECCA Board.

Chris Hyndman: He lives in the West End with his wife and two daughters and has been in or around the West End area since 2003. He is a member of the Art in the City Committee as well and would be honoured to serve on the Board.

Ian Haywood-Farmer: Ian has been a long time Board Member that has served in all positions of the Board and had to take a year off as he had served 6 years on the Board. He looks forward to continue serving on the Board.

*The one Director that had to send her regrets, Houria Oufkir will be sworn in at the next Board Meeting.

Section 5.10 of our bylaws states that "In elections where the number of candidates is equal to or less than the number of vacant positions for Directors, the nominated candidates are deemed elected by acclamation." Therefore the above candidates are deemed elected to the WECCA Board of Directors.

MOTION: Alan Baycroft moved to accept the new Directors. Annelies Bertrand seconded the motion.

CARRIED

Casey Crawford performed the swearing in of the directors.

7. ADJOURNMENT – 7:33pm

MOTION: Anthony Kupferschmidt moved to adjourn the meeting and Alan Baycroft seconded the motion.

CARRIED



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WECCA President's Annual Report – 2018

The West End Community Association is responsible for the unique configuration of the West End Community Centre, the Coal Harbour Community Centre and Barclay Manor. It has been my privilege to be President of this Association for the past year. We have accomplished a lot in 2018 but none of it could have happened without the support of our dedicated staff led by Jayne Loutit our Recreational Supervisor; her team; my fellow Board members and Association staff; and our many volunteers. Their collaboration and hard work is what enables us to bring you the wide variety of programs, services, special events and activities enjoyed by thousands of members of our community.

2018 was the first year of operations under the new Joint Operating Agreement (JOA) with the Park Board, which was signed December 17th, 2017. It has proven to be a steep learning curve for all of us, with different responsibilities and different roles being defined for all of us so that we will be in compliance with the new contract. Key to this new way of operating was the requirement to negotiate and put in place a Delegation of Authorities framework. This important document was completed at the end of November and governs how WECCA and Park Board staff work together to serve our community going forward.

The JOA also requires Community Centre Boards to become more involved with planning and other system wide policies and obligations in addition to providing financial support to system wide initiatives. Your Board representatives have worked hard to ensure we were well represented and our interests were clearly identified as we became engaged in these new processes. Our new Board members quickly became engaged in responding to our needs and increasing responsibilities.

Staff has also taken on special challenges during this process, managing budget requirements efficiently and ensuring we could maximize our revenue while maintaining our high level of programs and services. They are also adapting to role changes while assisting Board members as they find ways to provide the greater accountability and results based evaluation required by the JOA. I can't say enough about how well Jayne and her team have responded to these changes.

Notwithstanding the above, WECCA is first and foremost here to serve the community. 2018 gave us a special opportunity as one of those selected to have an Artist In Community for the year. Birds, Birds, Birds joined us and undertook a number of public engagement activities throughout the year. The timing was perfect, as Vancouver hosted the International Ornithology Conference at Canada Place and Coal Harbour. Bird, Birds, Birds events around the conference were no doubt a highlight. The children's activities they undertook throughout the West End were a highlight for dozens of children in our community.

Our ongoing programming continues to be reviewed and adjusted, with some programs reaching the end of the line while others emerge in keeping with our mission to serve our ever growing and changing

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community. We continue to heavily subsidize our children's programs to ensure the maximum number of the next generation can participate in the sport, fitness, arts and social activities so important to their development. We are always open to your suggestions for programs and activities and we welcome your involvement in our organization. Don't hesitate to contact either Board or staff members, we'll be happy to talk to you.

Just as our community and our programs change, so do the members of our Board, our staff and this year, our elected liaison Park Board commissioner. A very special thank you to all of those who have gone on to new and different challenges, relocated to other communities or other Community Centres. We will miss you and we are greatly appreciative of all you have done for WECCA.

As we look forward to 2019 in addition to challenges, we also will embark on the first stages of a very exciting opportunity. The capital plan which was approved by the Municipal election included funding for the planning process to begin for a new West End Community Centre in conjunction with a new High School, Library, Seniors Centre and Firehall. Working relationships already exist amongst us and no doubt these will strengthen as this planning process gets underway.

Meanwhile, rest assured that WECCA will continue to play a central role in contributing to serve this wonderful, special and diverse community with diligence and hard work and in close partnership with the wonderful Park Board staff, community partners and volunteers.

Again, a personal thank you to those of you who worked so hard to enable WECCA to serve our community over the past year. I look forward to another year of collaboration to carry on the important work we do together.

Respectfully Submitted

Linda Johnston
President

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Fiscal Year 2017 / 2018 Treasurer's Annual Report

Background

The West End Community Centre operates successfully through the joint efforts of the Vancouver Board of Parks and Recreation, the Park Board Programmers, the Recreation Supervisor, the WECCA Board of Directors, the WECCA Business Manager Debbie Coulson, and her assistant Shan Dhanani.

Operations Results

Excluding amortization and donation expenses WECCA recorded a positive operational result of \$63,424. This compares to the budget set for this fiscal period which had a forecasted net loss of \$28,980. Revenues and expenses for WECCA during 2017/2018 were each up by approximately 9% when compared with the previous fiscal year. Our balance sheet remained strong with cash flows adequate to meet all cash needs.

Donation to the Aqueduct Foundation

In September of 2018 WECCA made a donation to the Aqueduct Foundation, a registered charity, of \$562,085. This is a donor advised fund with funds held specifically for WECCA advised donee, which must also be a registered charity. This action was taken at the time when negotiations with the Parks Board regarding the proposed Joint Operating Agreement contained extremely restrictive use of your Community Association's retained earnings and it was uncertain whether the JOA would be signed. This donation provided WECCA with the flexibility to direct these funds for broad West End Community needs.

Subsequent to the signing of the JOA in December 2018 WECCA was informed by the Parks Board that the Denman Street facility was in a queue for what appears to be a significant renovation. While the planning for this activity may be a few years away it does pose the risk that at some point WECCA may have to find a temporary location in which it would have to operate potentially without Parks Board personnel support. The Aqueduct fund would be available to WECCA to support this need.

Fixed Asset write off

The Joint Operating Agreement requires that all fixtures while paid for by WECCA are the property of the Parks Board. Accordingly those fixtures which were recorded on our balance sheet as capital assets had to be written off. The value of this write off was \$58,363.

Capital Projects

During this fiscal year WECCA continued, as per our mandate, to contribute to capital projects at West End, Coal Harbour and Barclay Manor as considered necessary to achieve our purposes

David Scott
Treasurer

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FINANCIAL STATEMENTS

**WEST END COMMUNITY
CENTRE ASSOCIATION**

August 31, 2018



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August 31, 2018

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INDEPENDENT AUDITOR'S REPORT

To the Members of
West End Community Centre Association

Report on the Financial Statements

We have audited the accompanying financial statements of West End Community Centre Association, which comprise the statement of financial position as at August 31, 2018, and the statements of changes in net assets, operations 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.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Association's preparation and fair presentation of the financial statements 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. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of West End Community Centre Association as at August 31, 2018, 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.

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
December 4, 2018

Chartered Professional Accountants

STATEMENT OF FINANCIAL POSITION

As at August 31

	2018	2017
	\$	\$
ASSETS		<i>[Restated - Note 15]</i>
Current		
Cash	242,541	61,053
Short-term investments <i>[note 4(i)]</i>	103,798	457,427
Accounts receivable <i>[note 5]</i>	55,042	229,686
Inventory	2,942	2,021
Prepaid expenses	22,899	20,563
Total current assets	427,222	770,750
Long-term investments <i>[note 4(ii)]</i>	200,000	400,000
Capital assets <i>[note 6]</i>	132,240	188,361
	759,462	1,359,111
LIABILITIES AND NET ASSETS		
Current liabilities		
Accounts payable and accruals <i>[note 7]</i>	143,362	121,133
Deferred revenue	210,109	227,804
Total current liabilities	353,471	348,937
Deferred contributions related to capital assets <i>[note 8]</i>	—	—
	353,471	348,937
Net assets		
Internally restricted <i>[note 9]</i>	273,751	821,813
Invested in capital assets	132,240	188,361
Total net assets	405,991	1,010,174
	759,462	1,359,111

Commitment [note 12]

See accompanying notes to the financial statements

On behalf of the Board:

Director

Director

STATEMENT OF CHANGES IN NET ASSETS

Year ended August 31

	Operating \$	Internally Restricted \$	Invested in Capital Assets \$	Total \$
2018		<i>[Note 9]</i>		
Balance, beginning of year	—	821,813	188,361	1,010,174
Revenue under expenses for the year	(498,661)	—	(105,522)	(604,183)
Acquisition of capital assets	—	(49,401)	49,401	—
Interfund transfers	498,661	(498,661)	—	—
Balance, end of year	—	273,751	132,240	405,991
2017 [Restated - Note 15]				
Balance, beginning of year	—	843,337	166,161	1,009,498
Revenue over (under) expenses for the year	47,248	—	(46,572)	676
Acquisition of capital assets	—	(68,772)	68,772	—
Interfund transfers	(47,248)	47,248	—	—
Balance, end of year	—	821,813	188,361	1,010,174

See accompanying notes to the financial statements

STATEMENT OF OPERATIONS

Year ended August 31

	2018	2017
	\$	\$
		<i>[Restated - Note 15]</i>
REVENUE		
Adult programs	190,397	181,181
Arena and adult sports programs	122,020	124,398
Art programs	77,765	55,837
Child and youth programs	931,231	846,016
Fitness programs	144,051	126,619
Marketing and memberships	5,757	5,474
Pottery programs	76,583	76,181
Projects and property	68,955	57,491
Seniors and volunteers	57,341	59,876
Interest and other	20,313	30,003
	1,694,413	1,563,076
EXPENSES		
Active Network subscription fee	12,356	—
Administrative	54,893	53,439
Advertising and publicity	53,173	39,789
Contract services	546,249	521,243
Operating <i>[note 11]</i>	371,385	353,440
Wages and benefits	592,933	547,917
	1,630,989	1,515,828
Revenue over expenses before other items	63,424	47,248
OTHER ITEMS		
Amortization of deferred contributions related to capital assets	—	1,985
Amortization of capital assets	(47,159)	(48,557)
Write off of capital asset fixtures <i>[note 6]</i>	(58,363)	—
Donation <i>[note 13]</i>	(562,085)	—
	(667,607)	(46,572)
Revenue over (under) expenses for the year	(604,183)	676

Joint operating agreement *[note 12]*

See accompanying notes to the financial statements

STATEMENT OF CASH FLOWS

Year ended August 31

	2018	2017
	\$	\$
		<i>[Restated - Note 15]</i>
OPERATING ACTIVITIES		
Revenue over (under) expenses for the year	(604,183)	676
Items not affecting cash		
Amortization of capital assets	47,159	48,557
Amortization of deferred contributions related to capital assets	—	(1,985)
Write off of fixtures	58,363	—
Changes in non-cash working capital items		
Accounts receivable	174,644	(61,552)
Inventory	(921)	2,062
Prepaid expenses	(2,336)	1,991
Accounts payable and accruals	22,229	(59,464)
Deferred revenue	(17,695)	35,208
Cash used in operating activities	(322,740)	(34,507)
INVESTING ACTIVITIES		
Sale (purchase) of investments (net)	553,629	(9,586)
Acquisition of capital assets	(49,401)	(68,772)
Cash provided by (used in) investing activities	504,228	(78,358)
Increase (decrease) in cash for the year	181,488	(112,865)
Cash, beginning of year	61,053	173,918
Cash, end of year	242,541	61,053

See accompanying notes to the financial statements

NOTES TO FINANCIAL STATEMENTS

August 31, 2018

1. PURPOSE OF THE ASSOCIATION

The West End Community Centre Association (the "Association") was incorporated in 1970 pursuant to the British Columbia Societies Act and became a registered charitable organization in 1985 for income tax purposes who is exempt from income taxes. The objective and mission of the Association is to enhance the quality of life of the West End and Coal Harbour communities by providing recreational, educational, and social activities and services that are accessible and responsive to the changing needs of the community.

2. GOVERNANCE

The Association carries out the above objectives through the operations of the West End Community Centre, Coal Harbour Community Centre and Barclay Manor pursuant to a Joint Operating Agreement ("JOA") with the City of Vancouver Board of Parks and Recreation ("Park Board").

During the year, the Association signed a new JOA effective January 1, 2018 (*note 12*).

Use of the West End Community Centre, Coal Harbour Community Centre and Barclay Manor premises as well as the providing of certain operating expenses, such as various staff costs, are provided to the Association pursuant to a JOA with the Park Board. The value of the use of the facilities as well as these additional operating expenses have 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 ASNPO 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 revenue 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 and the determination of deferred revenue. Actual results could differ from these estimates.

NOTES TO FINANCIAL STATEMENTS

August 31, 2018

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.

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.

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Unrestricted investment income is recognized as revenue in accordance with the terms of the underlying investment, which in the case of interest, is generally with the passage of time.

Revenue from activities is reported when the respective program or service is provided. Any revenues received in advance of the respective program or service is recorded as deferred revenue.

Cash

Cash is defined as cash on hand and cash on deposit, net of cheques issued and outstanding at the year-end.

The statement of cash flows is prepared on a net cash basis and cash flows from operating and investing activities are presented using the indirect method.

Short-Term and Long-Term Investments

Short-term investments are recorded at cost and consist of a cash held by broker and guaranteed investment certificates with maturity dates of less than one year after the Association's year end.

Long-term investments consist of guaranteed investment certificates with maturity dates more than one year after the Association's year end.

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, guaranteed investment certificates and accounts receivable. Financial assets measured at cost are tested for impairment when there are indicators of impairment.

Financial liabilities measured at amortized cost include accounts payable and accruals.

NOTES TO FINANCIAL STATEMENTS

August 31, 2018

3. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

Inventory

Inventory is recorded at the lower of average cost or net realizable value.

Capital Assets

Capital assets are recorded at cost, and are amortized at the following rates:

• Furniture	7 years	straight-line
• Fixtures	8 years	straight-line
• Computer equipment	30%	diminishing balance basis
• Fitness equipment	5 years	straight-line
• Pottery equipment	8 years	straight-line
• Audio-Visual equipment	3 years	straight-line
• Website	5 years	straight-line

Donated Materials and Services

The Association benefits from donated materials and from donated services in the form of volunteer time. The fair value of donated materials and services cannot be reasonably estimated and therefore is not recognized in these financial statements.

4. INVESTMENTS

(i) Short-Term Investments

Short-term investments consist of guaranteed investment certificates totalling \$Nil (2017 - \$353,700) which accrue interest at rates of Nil (2017 - 1.25% and 1.77%) per annum. Short-term investments also include cash with a value of \$103,798 (2017 - \$103,727) with variable interest rates.

(ii) Long-Term Investments

Long-term investments consist of guaranteed investment certificates totalling \$200,000 (2017 - \$400,000) which accrue interest at rates between 1.55% and 1.70% (2017 - 1.40% and 1.70%) per annum and matures on March 20, 2020.

NOTES TO FINANCIAL STATEMENTS

August 31, 2018

5. ACCOUNTS RECEIVABLE

	2018	2017
	\$	\$
Grants and other	14,342	49,473
Park Board	35,694	170,030
Interest	5,006	10,183
Allowance for doubtful accounts	—	—
	55,042	229,686

6. CAPITAL ASSETS

	Cost	Accumulated Amortization	Net Book Value
	\$	\$	\$
2018			
Furniture and fixtures	135,181	67,596	67,585
Computer equipment	77,588	77,588	—
Fitness equipment	73,772	32,957	40,815
Pottery equipment	27,824	14,297	13,527
Audio-Visual equipment	21,538	11,535	10,003
Website	1,688	1,378	310
	337,591	205,351	132,240
2017			
Furniture and fixtures	227,578	95,791	131,787
Computer equipment	77,588	77,588	—
Fitness equipment	62,283	36,130	26,153
Pottery equipment	24,074	11,482	12,592
Audio-Visual equipment	22,373	5,191	17,182
Website	1,688	1,041	647
	415,584	227,223	188,361

In the current year, a review of the assets previously capitalized as fixtures was determined to no longer meet the definition of an asset given the terms of the new JOA. As a result, these fixtures have been deemed disposed of and their value written off in the amount of \$58,363.

NOTES TO FINANCIAL STATEMENTS

August 31, 2018

7. ACCOUNTS PAYABLE AND ACCRUALS

	2018	2017
	\$	\$
Operations	102,538	91,553
Park Board	17,597	9,937
Government remittance - GST	3,829	2,436
- PST	2,404	2,144
- payroll	15,614	13,913
- Worksafe BC	1,380	1,150
	143,362	121,133

8. DEFERRED CONTRIBUTIONS RELATED TO CAPITAL ASSETS

Deferred contributions related to capital assets represent restricted contributions with which capital assets were acquired. The balance in the account is as follows:

	2018	2017
	\$	\$
Balance, beginning of year	—	1,985
Less: Amounts amortized to revenue	—	(1,985)
Balance, end of year	—	—

9. INTERNALLY RESTRICTED NET ASSETS

The Association has internally restricted \$216,000 (2017 - \$216,000) as a three month operating reserve, \$30,000 (2017 - \$30,000) for a needs analysis and \$27,751 (2017 - \$598,806) for other expenditures.

10. FINANCIAL INSTRUMENT RISK

The Association is exposed to various risks through its financial instruments. The following analysis presents the Association's exposures to significant risk as at August 31, 2018.

NOTES TO FINANCIAL STATEMENTS

August 31, 2018

10. FINANCIAL INSTRUMENT RISK (CONT'D)

Credit Risk

Credit risk is the risk that the Association will incur a loss due to the failure by its debtors to meet their contractual obligations. The Association is exposed to credit risk with respect to its cash, investments and accounts receivable. The Association limits its exposure to credit risk by placing its cash and investments with a chartered Canadian financial institution.

Given the nature of the Association's revenue, there is no concentration of accounts receivable. The maximum amount of credit risk exposure is limited to the carrying amount of the balance in the financial statements.

Interest Rate Risk

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

Liquidity Risk

Liquidity risk is the risk that the Association will not be able to meet its cash requirements or fund obligations as they become due. The Association maintains adequate levels of working capital by preparing budgets to ensure all its obligations can be met when they fall due.

11. DISCLOSURE OF REMUNERATION

Pursuant to the British Columbia Societies Act, the Association is required to disclose remuneration paid to employees and contractors who are paid \$75,000 or more during the fiscal year. Operating expense includes \$87,621 (2017 - \$89,692) paid to one contractor (Vancouver Park Board) during the year. No employee exceeded the \$75,000 threshold.

12. COMMITMENT

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 expiring in 2019.

NOTES TO FINANCIAL STATEMENTS

August 31, 2018

13. DONATION

During the year, the Association made a donation in the amount of \$562,085 (2017 - \$Nil) to a qualified donee.

14. COMPARATIVE FIGURES

Certain comparative figures have been reclassified to conform to the current year's financial statement presentation.

15. ACCOUNTING ADJUSTMENT

For the year ended August 31, 2017, certain wages were not previously expensed. The 2017 financial statements have been adjusted as follows:

Statements of Financial Position, Changes in Net Assets and Operations

Cash decreased from \$84,046 to \$61,053;

Wages and benefits expense increased from \$524,924 to \$547,917;

Revenue over expenses for the year decreased from \$23,669 to \$676; and

Total net assets for the year decreased from \$1,033,167 to \$1,010,174.

The statement of cash flows has also been adjusted where applicable.



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Supervisor of Recreation Services Annual Report 2017-2018 Fiscal Year

The West End Community Centre Association and Park Board staff has had a productive and successful year. Both the West End and Coal Harbour Communities have benefited from the combined efforts and collaborative approach of both organizations.

In 2018 the first stages of implementation of the new Joint Operating Agreement (JOA) began. WECCA directors and board members, Park Board Programmers and the Recreation Supervisor worked diligently to ensure consistent interpretation and application of the JOA was followed. New systems, such as the Delegation of Duties Agreement, contractor approval forms and program evaluations, were developed and implemented. The JOA has provided greater clarity of roles of both WECCA and the VPB. The year ahead will see ongoing JOA implementation.

Staff have spent a significant amount of time this past year reviewing and streamlining programs and events. As the lifespan of events and programs evolve, it is imperative to analyze and adapt to those changes. Programming staff have reviewed all programs and special events. A number of activities have been removed from program offerings, and resources have been reallocated in other areas.

In addition to providing community recreational activities, the West End Community Centre activated as a Warming Centre for the second year in 2018. The Warming Centre provided low barrier overnight warmth to vulnerable populations who were homeless and possibly suffering from issues related to poverty and marginalization. Specially trained staff welcomed the homeless into the warmth of the West End Community Centre, providing shelter from the cold, a place to sleep, hot beverages and snacks.

This past year the regular staff team has experienced a number of changes. Maintenance Technician, Steve Labrador moved to Killarney CC and Jason Wu stepped into Steve's position. Long-time WECC front desk staff, Pam Hall and Diane Paulin, has stepped down from their positions and these positions will be filled in the New Year. Kristian Hildebrandt and Pawel Zdrojewski successfully competed for the Program Assistant II positions at West End and Coal Harbour respectively. The New Year will also see Community Youth Worker, Eric Yu, moves to Kitsilano CC in a temporary programming position. Jennifer Sine has also moved on to a programming position at Marpole CC.

Despite the number of staffing changes in 2018, the remaining staff team is consistent and stable. Recreation Programmers Darilyn Dennis, Patrick McCarthy, Randy Chan and Darko Kulic have an exceptional understanding of the recreational needs of the community and are dedicated to providing outstanding programs. Shelby Quon, Nelson McLachlan and their team of front desk staff work to provide the best customer service experience. Jason Wu and his maintenance team work to keep the West End CC clean and safe.

On behalf of the entire team, I would like to express my sincere gratitude to the West End Community Centre Association for the ongoing support of the staff team and the residents of the West End and Coal Harbour.

Respectfully,

Jayne Loutit
Supervisor of Recreation Services

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ARTS AND POTTERY COMMITTEE 2018 ANNUAL REPORT

The Arts and Pottery Committee met regularly during 2018. The staff remained mostly stable, with the exception of the elimination of the special events staff person role. This is a small committee, and tragically was made even smaller when one of our long-serving and beloved committee members, Ralph McKnight, passed away in a motorcycle accident. He has been greatly missed at our committee meetings and in the pottery studio where he contributed significantly over many years.

Financially, all programs were profitable and both Coal Harbour and West End income exceeded forecasted revenue quite substantially.

Key Activities and Highlights

Artist in Residence

- WECCA was successful in their application to host an "Artist In Communities" project for 2018: its focus was on a community engaged social legacy project that highlighted, promoted, and connected our three facilities
- The recipients of the 2018 Artist In Residence grant, "Birds In Residence", successfully contributed to our community throughout the year, with several well-attended and engaging events and workshops
- Some of the notable events: "Meet 'n Tweet", Habitat Mapping, Bird Chorale, Migratory Bird Puppets, International Dawn Chorus, Avian Encounters, Block Printing & Bird Silhouettes - the Birds In Residence also participated in community events like Art In the City at the West End Community Centre and the Summer Sounds Community Gathering at Alexandra Park you can see the results of their work at birdsinsidence.ca

Pottery

- Pottery remains incredibly popular with wait lists for courses and the club
- The implementation of the replacement of some aging pottery wheels has begun
- The first pottery sale in 2018 was quite successful: the new marketing team did a great job and as a result, many more people attended than previous years
- The Mother's Day pottery sale and the sale at Coal Harbour were also very successful and well-attended
- There seems to be a lot of enthusiasm for pottery currently, both for classes and for purchasing pottery

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Darkroom

- Club Group and the West End Photographic Society, continues to have a healthy amount of members. As a result, the darkroom is very well-used.
- Previous Darkroom club president, Susan Jardine, stepped down and others have stepped up to maintain leadership responsibilities

Activity Highlights

Coal Harbour Community Centre

- Core programming remained busy throughout 2018: Watercolour painting with Homa, Mixed Media and Fantastic Acrylics with Jeanne
- New classes and workshops were successfully introduced: Let It Glow, Still Life Drawing, Introduction to Interior Design, Digital Photography, Plein Air Sketching With Watercolour and Ink, Origami
- The main hallway and display cases remain vibrant with various pieces of work from students' watercolour to photographs of natural scenes

West End Community Centre

- Core programs were consistent in 2018
- West End Community Centre began actively seeking out new programmers and courses
- New classes and workshops which were successful in 2018: Storytelling From Prompts and Poetry Is Fun
- The display galleries in the main lobby were very successful in 2018, largely due to an influx of artist contacts from the West End Arts Society (WE Arts) and Opus. The quality of those who exhibited was high and included artists from throughout our community. Darko Kulic has done a great job as the coordinator, and has booked the display galleries well ahead into 2019.
- The 2018 Holiday Craft Fair sold all the available vendor spots and public attendance was solid

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Art in the City 2018

With the very welcome addition of an event coordinator contractor, Anna Wall, this year's Art In the City event was more successful than ever. Having a paid contractor dedicated to the event to work with the volunteers on the event committee was a very large improvement to the operations of the event, and is highly recommended going forward. Over 50 artists exhibited their work; over 100 works were sold as well as a large number of art cards. Over \$7,000.00 was processed through our reception and many artists were paid directly over and above this amount.

WECCA benefitted from establishing new partnerships in the community through increased sponsorship. WECCA art instructors were featured in the display gallery, and art teachers and a pottery instructor did demonstrations. The community benefitted by being able to see a wide range of art forms and several hundred people attended the event over the three days. Many went home with a wonderful piece of work at a reasonable price. Close to 100 children participated in the Birds Birds Birds workshop. The Adler University workshops were fully attended as were other youth activities.

Our surveying of this year's event was greatly improved, with a higher percentage of attendees engaged and more feedback and information gathered. An increased focus on social media promotion proved to be a significantly more effective way of promoting the event. Some of the Art in the City volunteers for the upcoming 2019 event attended a "Social Media for Arts" promotional training course in November 2018, and we are sure this will greatly improve our ability to effectively promote Art In the City through the skilled use of social media.

While all agreed Art in the City was a success, not everything was perfect and the working group has several recommendations for 2019 that are being implemented. Our dedicated new event coordinator contractor, Theresa Mura, has begun to work on 2019's event, and it's already beginning to look like it will be better than ever.

Chris Hyndman - Arts and Pottery Committee Chair

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CHILDREN AND YOUTH 2017-2018

A message from the Children and Youth Committee

All community centres are a reflection of the neighbourhood which they serve. And so, our warm, welcoming, and inclusive facilities are a direct representation of the vibrant and engaging people we call our neighbours.

We're pleased and proud to continue to welcome kids to grow and learn in such a healthy environment. The children ARE our future, the seeds of civil society, and our centres are fertile ground.

With the dedicated and hard work of staff and instructors, programs of all colours thrive. They offer children (and their caregivers), from babies to youth, the opportunity to hone the physical, social and emotional skills and experiences needed to become competent and content beings.

We are only one of the building blocks. It's our goal to hold steadfast as a meeting place of learning, laughing and fun. For the kids, and for everyone.

Stay social!

Annelies Bertrand,
Children & Youth Committee Chair.

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Membership, Marketing & Volunteer Committee

The Membership, Marketing, and Volunteer Committee aims to raise the profile of WECCA in the community, to encourage people to participate in the centre and to increase community engagement with the Society through membership and volunteer opportunities. Committee members have worked tirelessly this past year to increase awareness of WECCA and the programs offered within the West End and Coal Harbour Community Centres and Barclay Manor.

I would like to take this opportunity to thank staff members Randy Chan and Darilyn Dennis, committee member Ian Haywood Farmer, Debbie Coulson for her ongoing support to raise our profile through social media, and former Committee Chair Stephanie Martin for everything they contributed to the committee this past year.

Notable projects this last year include:

WECCA Website Redesign:

Randy Chan and Ross Haleliuk have put a lot of effort into researching the needs of a new website for WECCA. This project has recently been approved and will commence in early 2019.

WECCA Reader Board Replacement:

Preliminary proposals for the replacement of the current defunct reader board external to the Denman Street facility have been received. Additional study is required to ensure that the project will comply with the City of Vancouver's signage requirements as well as a structural analysis. This project should be launched this current year.

Internal WECCA style guide for agendas, minutes etc.:

During this past fiscal year the MM&V committee issued a style guide for internal documents which features an updated WECCA logo.

David Scott: Acting MM&V Committee Chair

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Fitness Arena Adult Seniors Committee Annual Report 2017-2018

The FAAS (Fitness Arena Adult Seniors Committee) committee has had a great year as we continue work improving participation levels and program offerings.

Success was made possible by the hard work and passion on the part of programmers, team leaders, park board staff, contractors and instructors. WECCA is blessed with a fine group of highly committed recreation professionals. This allows us to offer a diverse array of quality courses and programs, while providing excellent value to the community we serve.

WECCA continues to improve program offerings by introducing new activities and courses while enhancing existing options. There are challenges around limited space and instructor availability, but our quest for improvement continues. We regularly monitor patron feedback to ensure we are delivering the highest quality activities for the widest array of residents possible. One area of program focus this year has been to enhance and improve activities offered in King George High School gym. After school hours the gym is now being actively programmed by WECCA. We have dramatically increased the availability of programs such as basketball and indoor soccer, as well as numerous other activities.

Like everyone, we are challenged by continuously increasing operating costs. While we have been working to carefully manage costs, we have been forced to slightly increase fees in some cases. Despite this, WECCA courses continue to represent excellent value and quality.

I would like to thank committee members Stephanie Martin and Fannie Feng. We were supported by a strong Park Board staff team including: Jayne Loutit, Patrick McCarthy, Randy Chan, and Jennifer Sine. The FAAS committee was regularly assisted by Debbie Coulson in the WECCA office.

Ian Haywood-Farmer
FAAS Committee Chair

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West End Community Centre Association

Our Mission

To enhance the quality of life of the West End and Coal Harbour communities by providing recreational, educational and social activities and services, which are accessible and responsive to the changing needs of the communities.

Our Mandate

The name of the Society is West End Community Centre Association. Purposes of WECCA are:

1. Maintain a liaison and working relationship with the Vancouver Park Board staff, VSB, VPL and other Community Centres and the West End and Coal Harbour community groups and agencies.
2. Provide recreational, educational and athletic facilities and equipment for the residents of the West End and Coal Harbour.
3. Promote, encourage, support and assist recreational, cultural, educational, artistic, charitable, sporting and community endeavours.
4. Promote, foster and develop community spirit and good citizenship.

In partnership with the Vancouver Board of Parks and Recreation