

Britannia Board Meeting Nov 12th, 2025

Via Zoom and Conference Room

PRESENT: Adrienne Bale, Kimberly Constable (VPL), Adrienne Denham, Tom Digby (VPB), John Flipse, Pat Hogan, Collis Hunter, Brenda Kyle, Norm Leech, Christine McCallum, Nicki McGowan, Sean Miles, Jennifer Mitchell, Craig Ollenberger, Ross Stewart, Terumi Squibb, Veronica Maestrocampo-Tung, Naina Varshney

STAFF: Cynthia Low, Marina Montiel (recording), Peter Odynsky, Jeremy Shier.

REGRETS: Suzette Amaya, Starla Bayley (C15), Sonia Blair (VSB), Jacky Hughes, Maddie Lafleur (VSB), Julia McKnight (VPL)

Call to Order

Brenda Kyle called the meeting to order at 6:03pm.

Welcome and Land Acknowledgement

Brenda Kyle shared gratitude and acknowledgement of the unceded ancestral lands of the xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh (Squamish), and Səl̓ílwətaʔ (Tsilil-Waututh) Peoples.

1. ADDITION OF TOPICS

None at this time.

2. MOTION TO APPROVE THE MINUTES OF Oct 8, 2025.

Nicky McGowan / Adrienne Bale

ADOPT BY CONSENSUS

Introduction of Veronica Maestrocampo-Tung our new Communications Assistant. Veronica will reach out to board members if they want to be involved in reels and part of Britannia's story.

3. PARTNER'S REPORTS

a. VPB - Tom D

Working on our budget for next year. There will be service reductions – costs have gone up by 5%. Major has demanded that services are maintained at community centres. Fees for PB services will be going up by 3-5%. The LAP program will be maintained. Once the budget is finalized at the end of November a communication will come out from the City.

MINUTES – BOARD



- b. VPL – K. Constable
Neighbourhood Services Manager for VPL. Fall programs wrap up in December. Enjoyed our Minga Event where the Library has a cozy reading room. Nov 3 Dia de los Muertos event drew diverse participants from across the city.
- c. VSB – Sonia/Maddie
Not present

4. NEW BUSINESS

- a. Governance Committee - C. McCallum
First meeting held. Main priority to transition from board of management to board of governance. Work of the committee found on p.10

Recommendation to the board to set out a mandate to do the work of transitioning to a board of governance. Discussion.

- Identifying committees and be clear on their purpose

MOTION TO ACCEPT THE RECOMMENDATION THAT THE BOARD ASSIGN THE MANDATE OF THE GOVERNANCE COMMITTEE AS SET OUT IN THE DRAFT FRAMEWORK TO TRANSITION TO A BOARD OF GOVERNANCE TO THE BOARD DEVELOPMENT COMMITTEE, AND THAT THIS COMMITTEE WILL LEAD THE TRANSITION WORK.

Craig Ollenberger / Nicki McGowan

ADOPT BY CONSENSUS

- b. Board Vacancy - C. Low
Tom Chang recently resigned. The board can appoint into that vacancy. Suggestion that this recommendation comes in January after the board has time to review candidates from last AGM and see if they want to bring forward a recommendation.

The Executive was elected in October. In society constitution only two members can be outside catchment on the Executive. Adrienne Denham is resigning from the Executive since she is out of catchment and is stepping down as Vice President.

1st call for nominations for Vice president

Christine McCallum accepts the nomination

2nd call for nominations for Vice president

3rd call for nominations for Vice president

No further nominations.

Christine McCallum is Vice President

1st call for nominations for Member at Large

Adrienne Bale accepted the nomination

2nd call for nominations for Member at Large

3rd call for nominations for Member at Large

No further nominations.

Adrienne Bale is the Member at Large

MOTION TO GO IN CAMERA

Craig Ollenberger / Christine McCallum

ADOPT BY CONSENSUS

- c. Guests from the City of Vancouver re: Britannia Community Centre and Pool Renewal Update

Craig Crawford, Director, Facilities Development, City of Vancouver

Emma Artis, Project Manager, Facilities Development, City of Vancouver

Jessica Land for Steve Kellock, Director of Recreation, Vancouver Park Board

City of Vancouver minutes from this meeting are attached.

5. OLD BUSINESS

- a. Board Meeting Rotating Chair – Cynthia
 - December 2025 Chair – Nicky McGowan
 - January 2026 Chair - Christine McCallum
- b. 2026 Priorities – Cynthia
 - Developed from conversations and discussions in October 2025 and 2026-2030 Strategic Plan. We heard the need for facilities freshening and 50th anniversary. Need to invest in capital investment to refresh the 55+, the teen centre, info centre and the breeze way, new mural on Gym C. Also managers have their priority areas, full transition into child care and build more child care spaces within the neighbourhood.
- c. ReconciliAction – Norm
 - See Suzette’s report on p 47.
 - Developing guidelines around the Elder in Residence program and Knowledge Keepers which includes expectations, roles and responsibilities.
 - Suzette and Veronica working on reconstructing the communications department.
 - Veronica can provide some much-needed critical feedback.
 - Allies Circle has been developed to raise the voice of ReconciliAction. Looking into bystander training for Allies. Allies need training in support with conflict intervention and de-escalation. Allies are trained on awareness but may not have the tools to support their colleagues.

6. ADMINISTRATION REPORTS

- a. Executive Director – Cynthia report p.24
 - Note on management’s reports: We are going to look at structuring our reports around the priorities.
- b. Manager of Administrative Services – Jeremy report p.25
 - Report based on September’s financials. Balancing forecast for year end and working on next years budgets. More concerned about 2026 budget then the year end. Grants continue to cover special project for 2025. Britannia is seeing significant cuts from the city budget. It will be hard to meet the revenue targets without raising our rates significantly.
- c. Manager of Child Care Services – Cynthia for Jacky p.44-46
 - Jack’s team is going through a strategic plan for CC. It is a parallel process that will combine with the rest of the Centre’s strategic plans.

MINUTES – BOARD



- d. Manager of Organizational Change – Cynthia for Suzette p.47
Booked a lunch with the Host Nations on Dec 4. Developing the terms of reference for any leadership group established. Approval from Right to Play – provides cultural programming in schools Grandview, xpeý and Queen Alexandra. Moving forward working on Britannia Art Gallery operations manual. Gallery will return to pause after the Paddle exhibition in December 2025 and January 2026. Oct and November the gallery was contracted, December and January use of the gallery is an internal program from participants. Communication to come out re: return to pause.
- e. Community Recreation Coordinator – Peter report p.8
Fall Inservice went well– guest speaker. The rink not open yet. Skylights have been replaced at the pool. Pool closed Nov17-Dec14 for annual maintenance. 55+ programming going well. Budget planning has completed first draft with Jeremy.

7. CONSENT ITEMS

- a. Board Development
- b. Executive
- c. Finance
- d. Fund Development Committee- board approved in principle to go forward with the Gala. Info forwarded budget to the board this past Monday. Can we secure 3rd party funders. Gala is intended to create list of donors not so much a windfall of money. It's a tool to structure the funding model. We need to budget for a coordinator.
- e. Grandview Woodland Food Connection
- f. ReconciliAction Circle
- g. SEA Committee
- h. Volunteer

MOTION TO ACCEPT CONSENT ITEMS

Craig Ollenberger / Norm Leech

ADOPT BY CONSENSUS

8. ADJORNMENT

MOTION TO IN CAMERA

Craig Ollenberger / Norm Leech

ADOPT BY CONSENSUS

9. IN CAMERA

Motion:

To spend up to \$5,000 on consulting services from Vantage Point, funded from Board Discretionary 2026 budget, to facilitate & project manage the performance evaluation process for the Executive Director.

Motion was tabled by Craig Ollenberger, and seconded by Christine McCallum and passed by the rest of the Board.

MEMORANDUM

November 14, 2025

TO: Britannia Board of Directors

CC: Cynthia Low, Executive Director, Britannia
Steve Kellock, Director Recreation
Jessica Land, Associate Director Recreation
Emma Artis, Project Manager

FROM: Craig Crawford
Director Facilities Planning and Development

SUBJECT: BRITANNIA COMMUNITY CENTRE AND POOL RENEWAL UPDATE
MEETING MINUTES NOV 12TH, 2025

MEETING DATE / TIME: Nov 12th, 2025, 7:00-7:30 pm

MEETING LOCATION: Britannia Information Centre, 1661 Napier Street, Vancouver

MEETING AGENDA:

- Site Plan
- Project Scope
- Design Phase Funding
- Project Schedule
- Questions and Discussion

MEETING MINUTES:

City of Vancouver and Park Board Staff, Craig Crawford and Emma Artis, and Jessica Land respectively were welcomed to the Britannia Board of Directors (“Board”) meeting.

Craig Crawford, Director of Facilities Development provided the following update.

Site Plan

- The new community centre and pool facility would be renewed on the city owned land to establish a level of control over the development process. See Figure 1 below.

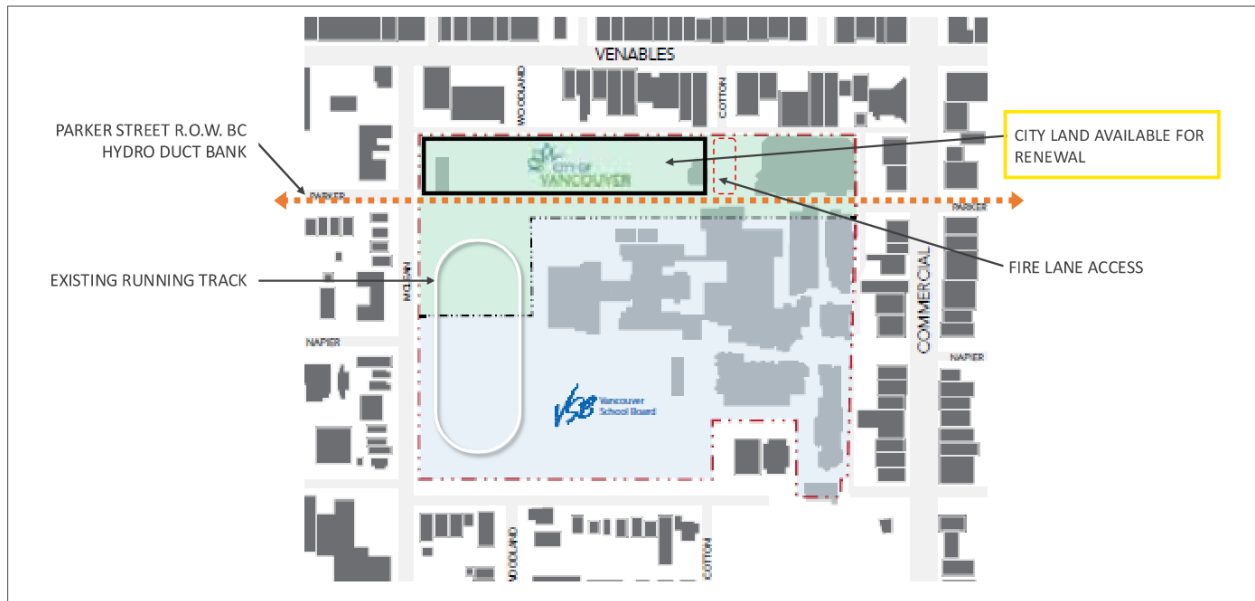


Figure 1: Britannia Site Plan, City Land Available for Renewal

Project Scope

- Project scope defined, includes aquatics, a gymnasium, a fitness centre, multipurpose rooms, administration space and a skate park.
- Inclusion of childcare programming is dependent on available funding.
- The facility program will be based on an analysis of the five most recent community centre projects that have been developed in the city.

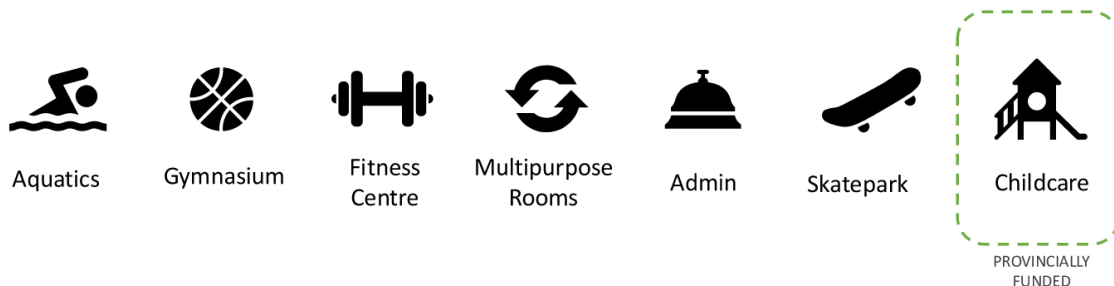
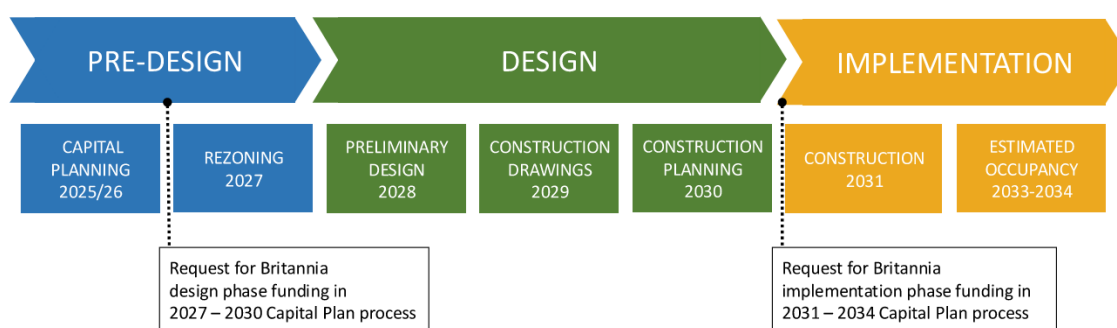


Figure 2: Project Scope

Design Phase Funding

- Design Phase funding will fund the project design up to the construction tender phase, in preparation for a request for full capital funding in the 2031-2034 capital Plan.
- Design Phase funding will include:
 - Schematic / Design Development / Contract Documents
 - Cost Consultant services
 - Technical consultants: geotechnical, environmental, archeological
 - Rezoning, development and building permit fees

Project Schedule



Questions and Discussion

- Question (*Adrienne Denham, Board*)
 - What are the risks of the Britannia Pool and Community Centre project not proceeding?
- Response (*Craig Crawford, City*)
 - Council is responsible for the decision.
 - Board have been successful in raising the profile of the community needs.
- Question (*Adrienne Denham, Board*)
 - Are there any other major projects that will be prioritized over the Britannia project?
- Response (*Craig Crawford, City*)
 - City and Park Board staff are aligned to prioritize the Britannia project.
 - Other renovation projects may proceed; decisions have not yet been finalized.
- Question (*Craig Ollenberger, Board*)
 - Will the previous work and community engagement be utilized going forward for future phases of the project?
- Response (*Emma Artis, City*)
 - Yes, the previous work has already informed the process and is the basis of the design phase funding cost estimate.
- Question (*Adrienne Denham, Board*)
 - Will the Board have opportunities to influence the programming?
- Response (*Craig Crawford*)

- Community centre standardize base program includes some discretionary space that provides opportunity for community centre operators to program as specifically required by the neighbourhood.
- Question (*Craig Ollenberger, Board*)
 - When can the Advisory Board be formed?
- Response (*Emma Artis*)
 - Concurrent to the preparation of the RFP for design services in early 2027, city staff will initiate the process of creating an advisory committee in collaboration with the Board.

Next Steps

- City and Park Board staff will provide Britannia Board with an update regarding the Capital Plan request for Britannia Pool and Community Centre project in Q2 2026.