

Century House Association Activity Chairs Meeting

Minutes for April 1, 2026

10 a.m. at Century House

1. Call to Order 10:05
2. Land acknowledgement - Tim Hicks
3. Adoption of agenda- after correction to date and addition of minor items
4. Adoption of minutes from March meeting - with date corrected
5. Recognition of members we lost since last meeting - Carl Zahn

6. Treasurer's Report

Marnie thanked the chairs for their patience as she starts up, and Don McLellan for his work on the budget, which has been reviewed by the Finance Committee.

She acknowledged the new chair of that committee, Debbie Castagner. Marnie noted that we are already overachieving in donations, and the apparent deficit is partly because of revenue received last year but to be spent in this year.

Motion to accept 2026 budget: carried

(continued next page)

7. Need for Special General Meeting (attachment)

Motion 1 [carried]

Whereas Century House Association currently does not comply with the federal legislation and regulations of the Canada Revenue Agency Charities Directorate and;

Whereas to comply with these federal regulations, it is necessary to schedule a Special General Meeting;

- a. Be it resolved that a Special General Meeting be scheduled for not later than the end of June 2026, to approve the charity's annual financial statements for the 2025 year end.
- b. Be it resolved that future Annual General Meetings will be scheduled for no later than June of the year.

Motion 2 [carried as amended below]

Whereas Century House Association elections are held at our Annual General Meetings for Executive Officers on two- or one-year terms, extending current elected positions ensures continuity in leadership until the next AGM, aligning our governance with the new schedule;

Be it resolved that the current elected positions be extended approximately four months, until the rescheduled AGM at end of May or in early June 2027.

Amendment [carried) to replace the words for "AGM" to end with "no later than June 2027"

Amended motion: Be it resolved that the current elected positions be extended approximately four months, until the rescheduled AGM no later than June 2027.

Discussion

- that this is a bylaw change and thus requires a General Meeting.
- Treasurer added that as a registered charity we are subject to laws and requirements that are tighter than those applied to not-for-profits that are not charitable.

8. Executive Report

- Staff orientation - executive had a good meeting this week re staff processes
- Chairs Elections - Trudi Hampel: liaisons will be in touch if they haven't already; some elections have been held and many are scheduled. There were no questions
- Chairs orientations will be Sat. May 16 and Wed. May 20 from 10–noon. Members need attend only one of them. A request for topics to cover yielded:
 - lots of room for “why do we...” or “how do we...”
 - how chairs and members should communicate with CHAE and staff in these busy times (for now, note that staff can get overloaded by requests, please go to your liaison if you can. Membership doesn't give direction to city employees. We have to remember and respect that the staff are unionized and work under many rules. It's OK to ask about day-to-day immediate needs but if you ask an employee something they don't know you're both wasting time. Your liaison will know where to direct your question or request effectively.
 - Chairs, please note what you wish you had known sooner
 - One new chair who started mid-year didn't get an orientation; executive will try to assemble each year's orientation notes into a quick-learn package and walk through it with the new chair in such cases
- Chairs May speaker - suggestions included the new City Age-Friendly Strategy; the publisher of Freshet News; New West's Poet Laureate; free legal advice (an overview that could lead to summer workshops);
- Memorandum of Understanding (MoU) - first meeting of CHA team just held, expect an update at the May meeting
- Parade volunteers - committee team is forming up and we have some volunteers; could use more!
- Craft Sale June 27 - Canceled Thrift Sale in June, Craft Sale will occur
- Special Speaker May Chairs

9. Standing Committee Reports

- **Bursary** - Recent Trivia event was attended by 47 and lots of fun with creative dancing. We have chosen the ten top students to interview at NWSS; the top four will receive our bursaries of \$750 each. We can't name them till September's NWSS event, at which we are presentation #107(!)
- **Governance** - will now assist executive with wording for bylaw change, and see if new policies are needed; will assist with Special General Meeting as requested; providing input to the MoU process
- **Events** - Sunday openings (see attached) -
 - we'll give priority to requests from current activity/support groups to move, NOT to get an extra session yet; please ask your members and advise us via pastpresident@chanw.ca we will of course work with staff to on space allocation.
 - We're already planning some one-time events; the first will be Sunday May 31 at 1:30, a Japanese Cultural event, (see Clarion for more)
 - Birthday parties are selling out, so we're adding a party on the last Sunday of month, from June on. You only get one free admission per month, and we'll watch to ensure fairness
 - Several recent events formed a Culture month
- **Communications**
 - The logo committee is almost ready to select a designer. The new logo will be needed soon, because the birthday party banner and the parade banner are both at end of life.
 - The new co-editor of the Clarion is Wendy Parry
 - if you are sending anything for inclusion in the Clarion, please send to Lemuel at: lwong@newwestcity.ca AND clarion@chanw.ca
- **Finance**
 - New chair Debbie Castagner noted that the treasurer's priority is to close off the 2025 books. The committee is looking at insurance, account consolidation, and a policy for honoraria. We'll add financial oversight and compliance to our priorities. (report attached)
Question: Jan 1 statement of what we have? Treasurer: It is my goal. The sequence is books -> accountant -> adjustments -> report.

10. Strategic Plan - Bill advised that committee is now meeting, roles have been assigned, and we're starting to dig in; we have looked at leadership and perhaps sessions for nonprofits.

11. New business - none

12. Staff Report

- Hannah is in a temporary role at Queensborough, with Lemuel Wong in her previous spot. His position has been posted; if you are sending anything for inclusion in the Clarion, please send to Lemuel at: lwong@newwestcity.ca AND clarion@chanw.ca ...
- We are hiring for 2 PT cashiers (received 651 resumes) and for a rec leader attendant (92 resumes)
- The parking signs are going up, and we now have better sensors at front and Learning Garden doors
- Council endorsed the new [Parks & Rec master plan](#)
- Working hard on Seniors Week; marketing plan soon, and New West residents can sign up on the 30th
- Discussion:
 - CHA has events in Seniors Week too, including a free performance by the [Soda Crackers band](#)
 - List of chairs election plans will be out soon
 - Erica will investigate steep price increases for some programs (e.g. art)

13. Discussion (open)

The room setup didn't work, and a straw vote preferred the usual rectangle. We may have to go to theatre-style for open meetings

14. Activity Group Highlights

- Please advise staff by May 8 if you are taking a break for the summer; please provide last spring date and first fall date
- If your group will change its fees in September, you need to post a notice in the Clarion before that (and remember to allow for publication lead times)
- For both of the above, send to lwong@newwestcity.ca AND clarion@chanw.ca
- SET's AI workshop #2 had 27 attendees
- Ukulele - having fun, will go all summer
- Learning garden had a special speaker
- Low Vision will take off July & August
- Bid euchre is celebrating its 10th anniversary, and welcomes new members with lessons if needed
- SIngers trip to Good Samaritans was postponed
- Wonders of the Garden needs an orientation

- Pickleball - Jackie taking over from Mannie
- Parkinson - going all summer
- Notable 90s - 14 at last meeting, enjoyed laughter yoga
- Scrabble - playing all summer
- Pat G Squares - Square dancing will stop for the summer on May 9th. More details about the Sep. 12 startup will be in the August Clarion.
- Tuesday Line Dancing - just gave CHA \$390. Attendance 22-25/week
- Monday Line Dancing - 200 participants in Mar. Apr13-June 29 then off till Sep 14; \$870 to vault from last session
- Darts - Tony Wall has found these meetings useful, but won't continue as Chair
- Peer Support - volunteers take summer off except for special cases,; thanks to Bill as liaison through a year of change
- Whist, Court Whist & Badminton will continue all summer; Court Whist would welcome more players
- Walkers have been losing the battle with the weather lately
- Players' spring show will be in May. The Saturday performance has moved to 2 p.m. to accommodate the Hyack Parade participants
- Blood Pressure - 47 people last month, with only two nurses

15. Inspirational Quote (Debbie Tommila) - "Not everyone will have the heart you have. Not everyone will appreciate you and what you do for them. Sometimes it won't be easy having a kind heart in a cruel world. Be prepared."

16. Next Meeting: **May 6, 2026 - OPEN MEETING**

17. Adjournment 12:05