

Kanata Beaverbrook Community Association
Annual General Meeting
May 27, 2021

Community Centre Coordinator Report

Community Centre client use

- Changes in clients (lost some, gained others)
- Actions (including filter systems) we have taken related to COVID
- Guestimate on client demand in the Fall (assuming indoor/community centre restrictions lifted)

Renovations

- Work done to date
- Delays (availability of contractors, materials and parts.

Community Centre Client Use

The past year has had its challenges due to COVID-19. We closed in March 2020, and were able to reopen with some restrictions in September. We closed again at Christmas, reopening in mid-February 2021. The current Stay-at-Home order came into effect on April 8th, and we shall remain closed until at least June 2. After June 2, it would appear that we will probably be in the equivalent of Grey 'Lockdown' level of restrictions, until the week of June 13th, when the province's 3-Step Plan to Re-Open will commence, with 21 days between each step. Programming is bound to be affected.

When we reopened in September, many of our regular clients did not return, opting to continue with online learning (Ottawa School of Art) or outdoor programming (Guides and Scouts) or merely cancelling programmes. Only three of our regular clients continued programming. We did however pick up two new groups (Kanata Fencing and Ottawa Suzuki Strings) who were unable to rent their usual premises in schools. Unfortunately, one new client who runs a boot camp found it impossible to continue after the Christmas lock down, and cancelled her booking.

Overall, rentals were down to about 20 hours a week.

Actions we have taken regarding COVID include:

- new *Special COVID-19 Terms and Conditions* to be signed by all rental clients
- installation of hand sanitizer stations at all entrances
- posting appropriate signage (masking, occupancy rates, hand washing, distancing stickers, etc)
- preparing and posting a *COVID-19 Safety Plan*, per provincial regulations
- installation of new air purifiers in all meeting rooms
- removal of ceiling fans
- provision of cleaning supplies to all rental clients for cleaning and sanitizing any furniture or equipment they use, with sign-off sheets
- sign off and self-screening sheets for cleaning staff to complete daily
- regular communication with City staff
- regular monitoring of provincial and Ottawa Public Health announcements
- extra attention paid to scheduling bookings to ensure groups can remain adequately distanced at arrival and departure

Client Demand in the Fall (assuming full reopening can occur)

- three of our regular paying clients (watercolour art classes; worship services; and autism programming) will return
- the Guides have already booked for September
- I believe that the EarlyON pre-school programme will recommence their weekday morning bookings
- I have received expression of interest in one special event (a weekend craft workshop) for November.
- at least one of the groups who came to us because their usual space in the schools was unavailable will probably not return

That said, it is difficult to estimate what client demand will be in September 2021.

Renovations

At last year's AGM, we reported that we had commenced a three-year renovation plan for the Community Centre. Very little work has been done in the Centre, other than general maintenance, since it was constructed in the late 1960s. We retained a commercial design firm who prepared an overall design, and we came up with a phased-in plan.

Initially, I had thought that the community centre being closed would mean that we could use the time well. However, I had not anticipated the challenges with supply or that contractors would be so busy after the initial shut down in the spring.

That said, we have now substantially completed our Phase One plan, including:

- design plan
- new electrical sub-panel to enable wiring upgrades going forward
- wiring and installing one accessible operator on the 2nd floor elevator lobby door
- installation of LED light bulbs throughout the second floor
- purchase of new folding chairs (this purchase was scaled down to half of the original order with a view to completing the purchase when revenues improve and COVID restrictions on large groups are lifted)
- purchase of a rolling cart to facilitate moving chairs between rooms and between floors
- ordering a comprehensive lighting plan

Yet to be completed:

- purchase of folding tables (originally specified items are out of stock and not available to order)
- new exterior door including repair of threshold
- installation of accessible operator on exterior door (awaiting new door)
- re-grading parking lot at entrance and removal of bollards
- new baby change table for main floor washroom