



## CUSAC Minutes

December 13, 2012  
Time: 10:00 a.m. – 1:00 p.m.

**Present:** Trustee Chris Glover (Co-Chair); Brian Keaney (Co-Chair, Toronto Youth Development); Trustee Howard Kaplan; Lynn Manning (Girl Guides of Canada, Ontario Council); Susan Fletcher (Applegrove Community Complex); Lorna Weigand (Middle Childhood Matters Coalition); Gerry Lang (Citizens for Life Long Learning); Judy Gargaro (Etobicoke Philharmonic Orchestra); Alan Hrabinski (Scarborough Basketball Association); Kitty Leung (Facility Permitting Coordinator); Rick Daigle (Facility Svcs Central Manager, TDSB); Debbie Alli (Parent and Community Involvement); Sam Glazer (Congregation Beth Haminyan); Doug Blair (North Toronto Soccer Club); Charis Romilly (LAMP Community Health Centre); Kerri Lewis (YMCA of GTA); Angelos Bacopoulos (Permitting Department, TDSB)

**Regrets:** Lesley Johnston (Social Planning Toronto); Leigh Coffey (YMCA of GTA); Julian Freeman (Grace Fellowship Church); Morris Beckford (Doorsteps Neighbourhood Services); Peter Dcruz (Toronto Field Hockey); Bess Markos (PI View Rec Committee)

**Recorder:** Linda Mendonca (Committee Assistant, CUSAC)

Item	Information/Discussion	Action/Recommendation
1. Welcome (Co-Chairs)	Co-Chair Keaney called the meeting to order by at 10:05am and welcomed everyone. Members introduced themselves.	
2. Approval of Quorum (Co-Chairs)	Quorum was achieved and approved.	
3. Approval of Agenda (Co-Chairs)	<p>***<b>Motion</b> to approve the Agenda with the following amendments was moved by Allan H; Seconded by Judy G; all in favour; carried.</p> <ul style="list-style-type: none"> <li>▪ Move item #8 to #7, and vice versa</li> <li>▪ Add “City Permit Priorities” to Item #8 to read as “Categories Proposal/City Permit Priorities”</li> <li>▪ Add Review of Community CAC’s to Other Business,</li> </ul>	<ul style="list-style-type: none"> <li>▪ Linda will make the amendments to the agenda as approved, and post it on the website.</li> </ul>
4. Approval of Dec 13 Minutes (Co-Chairs)	<p>***<b>Motion</b> to approve the minutes with the following amendment was moved by Lynn; Seconded by Allan; all in favor; carried.</p> <ul style="list-style-type: none"> <li>▪ Make correction to the spelling of Saleen John’s name. Correct spelling is Salin, with an “i”.</li> <li>▪ Under Item #5. Update from the Working Group, delete 1<sup>st</sup> sentence in the 3<sup>rd</sup> paragraph.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Linda will make the amendments to the minutes as approved, and post them on the website.</li> </ul>
5. Update from the Working Group (Priority Versus Continuity of Permits)	The CUSAC Working Group at its meeting on Dec 6 <sup>th</sup> reviewed and revised the Categories Proposal. No decisions were made. The group wanted to bring the proposal to the larger group for further discussion and approval. The group	

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	<p>provided a general overview of their meeting and members responded with the following comments, suggestions, and questions regarding the draft proposal and categories:</p> <ul style="list-style-type: none"> <li>▪ Difficult to determine what is considered a minimal fee?</li> <li>▪ Charitable organizations usually get large numbers of registrations, and can meet the requirements to qualify for a subsidy.</li> <li>▪ Ensure that clear language is used, (i.e. “providers which pay no more than a living wage to staff”, under Group Type 1.” Definition of a “Living Wage” should be equivalent to that of the City of Toronto’s pay-scale</li> <li>▪ Concerns that users who want to stay in the higher subsidy category will abuse the categories to pay the least amount of permit fees.</li> <li>▪ Users need to be serving at-risk groups to get the maximum subsidy. The problem lies, for example when a business person running a tutoring business for at-risk groups is earning income, on top of earnings from a full-time job.</li> <li>▪ Staff versus volunteers delivering a program. Depending on the purpose of the program, it’s difficult to have volunteers, (i.e. childcare). If anything happens to the child, volunteers could be liable.</li> <li>▪ TDSB should take the responsibility of setting the guidelines for Community Use of Schools by making a grid that focuses on use of space by students, parents, teachers, and seniors, and at-risk groups.</li> <li>▪ Need to confirm the Schedule for the use of space, and additional fees including overtime for Custodial Services need to be confirmed.</li> <li>▪ Definition of Local Community – registered or non-registered, local community around that</li> <li>▪ Why exclude mom’s fitness? Are registered bodies only approved to subsidy)? When moms get together for a mom’s fitness program, feeling sense of ownership.</li> <li>▪ TDSB Staff noted that when recommendations are approved, some procedures have to be put into place.</li> </ul>	
<p>6. Draft Recommendations to the Board( Trustee Chris Glover)</p>	<p>The following decisions were made regarding the draft recommendations for Permit Fees.</p> <p><b>1.) Permit Fees</b></p> <p><b>Recommendation #3</b> – 6 approved, 0 opposed, approved.  <b>Recommendation #4</b> – tabled for discussion and approval at next meeting.  <b>Recommendation #5</b> – Rick Daigle will develop a cost recovery table, and a list of current permit holders for the next meeting.</p>	<ul style="list-style-type: none"> <li>▪ Rick Daigle will develop a cost recovery table and a list of current permit holders for next meeting.</li> <li>▪ Trustee Glover and Co-Chair Keaney will draft the letter to Permit Holders and send it to Kitty to send out.</li> <li>▪ Members will review the</li> </ul>

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	<p>***<b>Motion</b> to extend the meeting to 12:30pm was moved by Howard, seconded by Susan, all in favor, carried.</p> <p><b>2.) Categorization:</b></p> <p><b>Recommendation #1</b> - tabled for discussion and approval at next meeting.  <b>Recommendation #3</b> - tabled for discussion and approval at next meeting.  <b>Recommendation #3</b> - tabled for discussion and approval at next meeting.</p> <p><b>3.) Impact on Budget – N/A</b></p> <p><b>4.) Customer Service:</b></p> <p><b>Recommendation #3</b> – discussion re: Ombudsperson position – tabled for discussion at next meeting.</p> <p><b>5.) Communication:</b></p> <p><b>Recommendation #1</b> – regarding auto responders, Kitty suggested that CUSAC send out a communication to all permit holders to inform them that the Board is working on developing permit fees, and categories. Trustee Glover &amp; Co-Chair Keaney will draft a letter to send to all permit holders advising them that the Board is going through a process of developing its permit fees and categories, and will inform them of the new Fees and Categories by March 31, 2013.</p>	<p>Recommendations tabled for the next meeting.</p>
<p>7. Report on Caring &amp; Safe Schools Policy Consultation(Lynn Manning)</p>	<p>On behalf of CUSAC, Lynn asked who/how they will monitor permit holders adhering to the Code of Conduct and thanked the Caring and Safe Schools committee for recognizing the important role that the community serves in the school by requesting 1 community partner on each school’s Caring and Safe Schools’ Team. Examples of who they are thinking that would be were requested (item 3.4.3.).</p>	

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<p>8. Categories Proposal/City Permit Priorities</p>	<p><b>The following amendments were approved for the Categories Proposal:</b></p> <ul style="list-style-type: none"> <li>▪ Add the hours of use for the categories at the top of the proposal</li> <li>▪ Remove Group Type A</li> <li>▪ Replace the word “Category” with “Activity Type”</li> <li>▪ Revise category descriptions to reflect those used by the City of Toronto</li> </ul> <p><b>Category 1</b></p> <ul style="list-style-type: none"> <li>▪ Combine “youth” with “children &amp; seniors”</li> <li>▪ Delete “which pay no more than a living wage to staff”</li> </ul> <p><b>Category 2</b></p> <ul style="list-style-type: none"> <li>▪ Add “/Multi-Age Groups to the Activity type.</li> <li>▪ Delete “Programs using volunteer adult staff”</li> <li>▪ Delete “Community Fundraising Activities</li> <li>▪ Add “Adult Sports &amp; Recreation as per Lorna’s motion.</li> </ul> <p><b>Category 4</b></p> <ul style="list-style-type: none"> <li>▪ Delete “Adult Sports &amp; Recreation</li> <li>▪ Delete “Polling Stations for Federal Elections</li> <li>▪ Change “Business Organizations” to “Business Improvement Associations (BIAs)”</li> </ul> <p><b>Category 5</b></p> <ul style="list-style-type: none"> <li>▪ Delete “film shoots”</li> </ul> <p>***<b>Motion</b> – Lorna moved a motion that local community adult sport and recreation groups should be subsidized under Category 2 , Gerry seconded, 3 in favor, 2 opposed, 2 abstentions, motion passed.</p> <p>Members discussed concerns regarding Lorna’s approved motion for fear that it opens up the Community Use of Schools for abuse by groups that can afford to pay the fees, but don’t because they qualify for a subsidy under this category. Trustee Glover also noted that this would warrant the right not to get any further funding from the government.</p>	<ul style="list-style-type: none"> <li>▪ Linda will revise the Categories Proposal based on the recommended amendments, and send it to Kitty, Rick, and Angelos for their input.</li> <li>▪ Kitty will add a (title for the table, and write the pre-amble and send it back to Linda.</li> </ul>
<p>9. CUSAC Invitation to School Climate Survey Consultation (Trustee Glover)</p>	<p>Trustee Glover informed members that CUSAC needs a member to participate in the <b>School Climate Survey Consultation</b> scheduled for <b>Tuesday, January 15, 2013, 6pm – 9pm</b>. Trustee Glover asked Linda to circulate the Invitation to the committee, and ask for a volunteer.</p>	<ul style="list-style-type: none"> <li>▪ Linda will send out the CUSAC Invitation to participate in the School Climate Survey Consultation via e-mail to</li> </ul>

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		members.
10. Other Business – Review of CAC Meeting	Trustee Glover asked if anyone would be interested in volunteering to represent CUSAC at the <b>CAC Review Meeting</b> scheduled for <b>Tuesday, January 8<sup>th</sup>, 2013, 6:30 pm – 9:00 pm</b> . Susan Fletcher volunteered to attend on behalf of CUSAC.	<ul style="list-style-type: none"> <li>▪ Susan Fletcher will attend the CAC Review Meeting Scheduled for Tues, Jan 8, 2013, and report back to the committee.</li> </ul>
11. Next Meeting Date	The next meeting is scheduled for <b>January 24<sup>th</sup> 2013, 10am</b> . Linda will circulate the Notice of Meeting via e-mail with the agenda, draft minutes from this meeting, and any attachments.	<ul style="list-style-type: none"> <li>▪ Linda will circulate a Notice of Meeting and the attachments.</li> </ul>
12. Adjournment	***Motion to adjourn the meeting at 12:32 pm was moved by Susan, seconded by Judy, all in favor, carried.	