



**CUSAC  
Draft Minutes**

February 28, 2013  
10:00 a.m. – 1:00 p.m.  
Boardroom, 5050 Yonge St.

**Present:** Trustee Chris Glover (Co-Chair); Lesley Johnston (Social Planning Toronto); Gerry Lang (Citizens for Life Long Learning); Judy Gargaro (Etobicoke Philharmonic Orchestra); Alan Hrabinski (Scarborough Basketball Association); Lorna Weigand (Middle Childhood Matters Coalition); Kitty Leung (Facility Permitting Coordinator); Rick Daigle(Ad hoc Rep to CUSAC Committee); John Long(Central Services Manager); Ndaba Njobo (Manager, Community Use of Schools); Namita Aggarwal(Program Manager, Continuing Education); Allison Boughner ( Big Brothers and Big Sisters); Susan Fletcher (Applegrove Community Complex); Leigh Coffey (YMCA of GTA); Trustee Sam Sotiropoulos(via Tele-conference); Iris Rivas (Salvation Army)

**Observers:** Doug Blair(North Toronto Soccer Club); Sam Glazer ( Congregation Beth Haminyan); Karen Somerville (East York Soccer Club); Jason Robinson (Toronto Ultimate Club);Amanda Penrice(Middle Childhood Matters Coalition); Kevin Arnsdorf (Toronto Sports Council); Ahmed Madhani(Community Activist, Thornecliffe & Flemingdon); Nazir Tharani (Social Worker)

**Regrets:** Brian Keaney (Co-Chair, Toronto Youth Development); Julian Freeman (Grace Fellowship Church); Morris Beckford (Doorsteps Neighbourhood Services); Lynn Manning (Girl Guides of Canada, Ontario Council

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

Item	Information/Discussion	Action/Recommendation
1. Welcome (Co-Chairs)	Trustee Glover called the meeting to order by at 10:09am and welcomed everyone. Members introduced themselves.	
2. Approval of Quorum(Co-Chairs)	Quorum was achieved and approved by consensus.	
3. Approval of Agenda(Co-Chairs)	The agenda was approved with the following amendments:  Under New Business add: <ul style="list-style-type: none"> <li>▪ Minority Report</li> <li>▪ Permit Fees – Field Use</li> <li>▪ Etobicoke Invictus Rugby (Paul Rooney)</li> </ul> The revised agenda was approved by Alan, seconded by Judy, all in favour.	<ul style="list-style-type: none"> <li>▪ Linda will post the approved agenda on the website.</li> </ul>
4. Approval of Feb 1513 Minutes (Co-Chairs)	Motion to approve the minutes from February 15/13 was moved by Allan, seconded by Judy, all approved.	<ul style="list-style-type: none"> <li>▪ Linda will post the approved minutes on the website.</li> </ul>

Item	Information/Discussion	Action/Recommendation
<p>5.Recommendations/Categories (Trustee Chris Glover)</p>	<p>Trustee Glover reported that Trustees reviewed the Recommendations, the Categories Proposal, and Permit Fees at the OFMC meeting. Trustees expressed that there were too many categories which could raise questions about which groups would fall under each category. Based on the feedback received, Trustee Glover asked members if there would be a will to change the categories, to perhaps do one fee for all, or minimize the numbers of categories.</p> <p>Lesley asked about the background piece that was part of the Recommendations documents. Trustee Glover confirmed that the Angelos revised the Background section and this will be the version included in the document.</p> <p>Trustee Gershon recommended that staff have the opportunity to comment on the recommendations and has requested that staff report back to the OFMC meeting in March. It will take time for staff to work through how they will operationalize the recommendations.</p> <p>Trustee Glover asked whether we should stay with the Sept 2013 implementation dates. Recruitment for programs starting in Sept 2013 begins in April. Some start in January. The advantage to starting in 2014 is that the computerized system will be in place. Judy said that the fees as they stand will impact the bottom line for some organizations. For example, if the new category structure is in place, it will only cost her organization - \$57 as opposed to \$207 to permit the facilities. It's a huge difference.</p> <p>Kitty confirmed that if we merge categories 2, 3, 4, the rate will be 82%. Kitty also said that we have to keep in mind the timelines, and how TDSB operates. If we are going to do summer permits, we should theoretically be able to notify people by March 1<sup>st</sup>, however, we have to take into consideration whether we issue a permit without knowing about details such as construction, etc, Rather than issue the permits right away; we have to wait to have all factors confirmed before issuing the permit. It is more upsetting to people if we issue permits and then have to make changes. Permits should be issued at least one month in advance. Sports groups may have to make alternative arrangements.</p> <p>Trustee Glover reported that 80 Full Day Kindergarten classes are being built. Fields are booked for construction of the schools. There is a Field Closure List. Lots of fields are not in good condition. The work required on each field is unknown. Trying to divert the activities onto the other fields that are available.</p> <p>For those organizations that have a deadline, some of the complaints are about people</p>	<ul style="list-style-type: none"> <li>▪ Staff will report back and provide a timeline by which they will announce the permit approval.</li> </ul>

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	<p>waiting for approval of summer permits. Members asked what communication is going out to notify people of delays and the reason for them (i.e. construction). Amanda reported that the timeframe for notification is really important for some children and youth programs. If they don't have ample notice, they are going to lose a lot of programs, families without childcare (between 3-6 yrs. old), and are displaced for a year.</p> <p>Kitty confirmed that staff can post info on the website and send e-mails to permit holders. Typically the cutoff date is March 1<sup>st</sup>. Members concluded that the recommendation is that the new Permit Fee Structure be set up for Sept 2013.</p>	
<p>6. Finalize Permit Fees &amp; Rates (Trustee Chris Glover/Kitty Leung)</p>	<p>Trustee Glover reminded everyone that on the memorandum the priority focus for permit fees included marginalized youth, seniors &amp; children. Lorna confirmed this on page 5 of the memorandum. Trustee Sotiropoulos suggested that this was not a directive, and the decision is at the discretion of the Board.</p> <p>From an operational standpoint Kitty confirmed that regardless of whether there are 5 or only 2 categories, there is still going to be room for disputes. With automation permits are still subject to staff assessment.</p> <p>***<b>MOTION</b>*** Judy put forward a motion to re-open the categories for discussion, Susan seconded, 7 approved.</p> <p>Gerry, in reference to the Minority Report he submitted recommended that Adult, Sports and Recreation be added back to Category #2. Lorna expressed that she was concerned about the principals behind it not doing this, and expressed that it's not right to determine what kind of leisure activities (arts versus sports) that people participate in. Civic engagement and participation is some peoples sport.</p> <p>Susan recommended that we keep categories 1 &amp; 2, and combine 3 &amp; 4, and keep category 5 for commercial, therefore, only having 3 categories.</p> <p>***<b>MOTION</b> – Lorna moved a motion to have one category for children, youth, and seniors, and to combine 2, 3, 4 for all other not-for-profit organizations (whether historical societies, federations, and unions, etc.), and a separate category for 5, 9 in favor. Motion approved.</p>	<ul style="list-style-type: none"> <li>▪ Staff will revise the recommendations document, the categories proposal, and the permit fees structure according to the approved motion.</li> </ul>
<p>7. New Business</p>	<p><b>Etobicoke Invictus Rugby Football Club (Paul Rooney, Vice President)</b></p> <p>Paul reported that he runs 20 Girls and Boys Rugby Clubs across Toronto. One of the problems they are having is finding field space. Alderwood Collegiate was recently</p>	

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	<p>sold and they are not allowed to permit Northern Fields. The field sat empty all summer. They are willing to pay more, and maintain the fields, and adhere to permitting standards. There are fields in Etobicoke not being used. Is willing to enter into a lease agreement, and wanted to find out what the process is, and what the pecking order is to get use of fields. Rick confirmed that Alderwood is no longer a TDSB facility. It's been sold now. It's with the TLC (Toronto Lands Corporation). Several facilities with the Toronto Lands Corporation do not have regular caretaking.</p> <p>Lorna, in reference to Recommendation #6 said that it's important to learn more about the partnership process. It's valuable for us to have a better understanding of partnership and how to build partnerships with the Board. Jeff Latto has been invited to present at the next meeting.</p> <p>Members thought it would be good to see how often people do not show up for permits. It's difficult for permitting staff to monitor use/non-use of schools/fields. It was suggested that if you don't use the permit 2 days in a row, TDSB should cancel permits.</p> <p>Trustee Glover reported that staffs are preparing a report on the recommendations. The main thing is the appeal process. We need to set up further criteria &amp; guidelines.</p> <p><b>TDSB Field Permit Holders Working Group - Issues and Recommendations</b>  Recommendations regarding field issues were presented on behalf of 8 outdoor sports organizations whose representatives have been attending CUSAC meetings. The informal working group met since the Feb. 15 2013 CUSAC meeting to discuss field issues and to prepare a unified set of recommendations for the consideration of CUSAC with input from TDSB staff. The issues are primarily operational: field maintenance, field lining and non-permitted use of schools.</p>	
8. Adjournment	***Motion to adjourn the meeting at 12:12 pm was moved by Susan, seconded by Lorna, all approved.	
9. Next Meeting	The next meeting is on March 28, 10am.	<ul style="list-style-type: none"> <li>▪ Linda will circulate a Notice of Meeting with the details for the meeting.</li> </ul>