

**Name of Committee**: Community Use of Schools Community Advisory Committee

**Meeting Date**: Tuesday, March 7, 2023

A meeting of the Community Use of Schools Community Advisory Committee convened on **March 7, 2023,** from 8:01 a.m. to 9:54 a.m. via Zoom with Judy Gargaro presiding.

| **Attendance via Zoom**:**Also present were TDSB Staff:** | **Judy Gargaro** (Etobicoke Philharmonic Orchestra, Co-Chair), **Debbie King** (Trustee, Co-Chair), **Patrick Rutledge** (Big League Book Club), **Heather Mitchell** (Toronto Sports Council), **Susan Fletcher** (SPACE), **Susan Orellana** (Jack of Sports Foundation, **Jonathan Wood** (Toronto Accessible Sports Council), **Alex Viliansky** (Felix Swim School), **Jessica Murphy** (Leacock Foundation), **Dennis Keshinro** (Belka Enrichment Centre), **Graham Welsh** (Toronto Sports Social Club) **Maia Puccetti** (Executive Officer, Facilities & Planning), **Jonathan Grove** (Senior Manager, Operations, Maintenance & Community Use), **Ugonma Ekeanyanwu** (Facility Permitting Team Leader), **Louisa Ng** (Senior Permit Clerk), **Alex Tilley** (Executive Assistant), **Meenu Jhamb** (Administrative Assistant) |
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| Regrets: | **Dave McNee** (Quantum Sports and Learning Association), **Warren Kung** (Toronto Japanese School), **Zakir Patel** (Trustee)  |
| Guests: | **Nick Hurtado** (North Toronto Soccer Club), **Andres Tucci Clarke (**Sistema Toronto Academy), **Sharon Beeston** (Guest, Ward 11), **Wade Cameron** (NYAC), **Terrence Phillips** (Phillips Basketball Academy) |

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| **ITEM** | **DISCUSSION** | **RECOMMENDATION/ MOTION** |
| **Call to Order / Acknowledgement of Traditional Lands / Welcome and Introductions / Approval of Quorum** | * The meeting was called to order by Judy Gargaro at 8:01 a.m.
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| **Approval of Agenda** | * Agenda approved.
 | Alex VilianskySusan Fletcher |
| **Approval of Minutes** **February 14, 2023** | * Minutes approved with revisions
	+ Change of ‘permitting staff’ to ‘staff from the permit department’
	+ Grammatical correction on Page 4
 | Susan FletcherJonathan Wood |
| **Conflict of Interest Declaration** | * Nil
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| **Delegations** | * Nil
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| **Permit Unit Update** | * **Update on processes for Principal changes and orientation of new Principals**
	+ Staff have continued this discussion internally around enhancing the process for orientation of and communication to principals, however it was identified that this concern goes beyond just Permits and Facilities. The determination around the 3 to 6pm time frame remains with the principal which can thereby be appealed to the LN Superintendent.
	+ **Question**: Were all permits cancelled on Friday, March 3, 2023 due to weather? What was the communication for both pre-6pm and post-6pm permit holders? There was an issue that pre-6pm permit holders were not notified of the closure until they had arrived at the school to start the activity. The language used was that ‘all permits’ were cancelled so it was not clear that principals had some discretion with the pre-6pm permits nor that they had a communication responsibility to the pre-6pm permit holders
	+ **Answer**: All permits after 6pm were cancelled and the Permit Unit sent out a communication to all affected permit holders, however all programs pre-6pm were left under the discretion of the school principals and the communication to these permit holders was left to the local principal.
	+ **Question**: Is it possible to send messaging to all registered parents that permits are closed?
	+ **Answer**: Staff will review if this is possible, otherwise staff will continue with their review of the communication and possibly look to ensure it is distributed to *all* parents and permit holders.
* **Reduced access for community permits during March Break**
	+ March Break Permit counts: 101, using 82 schools (39 are LNSP schools)
	+ **Question**: Are March break permits open to other organizations?
	+ **Answer**: At TDSB, March break permitting only open to LNSP schools and Parks and Recreation. The operation dates for permits are outlined in [PR666](https://ppf.tdsb.on.ca/uploads/files/live/92/326.pdf), however exceptions can be considered on an individual basis. This is being looked at to see what is possible balancing maintenance, instruction and vacation schedules.
	+ Deadline for Summer submissions is April 1st to retain renewal privileges - a link was sent out by the Permit department to current permit holders.
	+ Outdoor permits will be ready to go as of April 1st, where fields and diamonds will open as of May 15th, 2023.
	+ **Question**: Why have there been issues with finding insurance in the system?
	+ **Answer**: The specified incident occurred as a result of the insurance being uploaded to an individual permit, rather than uploaded at the organizational level. Staff clarified that if provided a blanket insurance, they will upload at organizational level and if there are any concerns for individual permits to connect with the appropriate permit clerk.
* **Buildings with no Air conditioning**
	+ Staff clarified that in the event AC is not available at a school, that an alternative location will be recommended, as the installation of AC units poses a risk to schools and the Board: have to remove portion of window to install duct panel, condensation tank that needs to be monitored and emptied, not weather secure, and is not secure (in the event of an attempted break and enter).
* **Definition of Attendees**
	+ Staff have made changes to rules and regulations with consideration to fire safety, permit holder responsibility, supervision, and building security, where the document outlining attendees is to be considered in conjunction with [P011](https://ppf.tdsb.on.ca/uploads/files/live/92/2006.pdf) and [PR666](https://ppf.tdsb.on.ca/uploads/files/live/92/326.pdf).
	+ There has been no specified definition provided to ‘attendees’ as staff have captured the intent of discussion and made changes to document accordingly.
	+ The committee acknowledged that to be prescriptive in defining ‘attendees’ would make it challenging in identifying who is who in a school and these changes not only provide clarity but ensures the onus is on permit holders to ensure insurance has proper coverage.
	+ The changed document has been published to the TDSB web site: [Rules and Regulations for community groups using TDSB Facility Permits](https://www.google.com/url?client=internal-element-cse&cx=016448471938924888575:jriptg3lvcc&q=https://www.tdsb.on.ca/Portals/0/Community/docs/Rules_and_Regulations.pdf&sa=U&ved=2ahUKEwjotaOC6s_9AhXMkIkEHcl7DZgQFnoECAQQAQ&usg=AOvVaw1m6ZoOYUTEjwDtRij23n_T)
	+ **Question**: What is process for permit holders to get clarity if they need it?
	+ **Answer**: All inquiries and concerns will be handled on a case-by-case basis by staff in the Permit department.
	+ **Question**: Will there be impact on classifications and permit fees?
	+ **Answer**: Subsidy rate based on ‘participants’ in activity (those engaged in the activity), which wouldn’t change.
	+ Judy clarified that this discussion is now resolved.
 | **ACTION**: Staff to review communication to ensure consistency, timeliness and clarity in the messaging in the event of another weather incident.**ACTION**: Staff to review document on web page and ensure it is updated to reflect changes since its original revision from October 2022.  |
| **Outstanding Action Items** | * **Pools Working Group Update**
	+ TDSB is the largest stakeholder of pools in the GTA, and as closures continue through aging swimming pools, there is concern about the future of local aquatics, especially with how expensive it is to maintain pools. The Working Group is seeking confirmation from staff as to whether it is possible for community groups to offer monetary assistance to the capital investment of TDSB pools to ensure their operation?
	+ Working Group raised concern about the impact of pool closures on the community, where permitted use is mostly out of TDSB pools which are perfect for participants of development age. When pools close, the program has to be dropped as it is not viable to ask parents to drive across the City, therefore the Working Group is seeking confirmation if there is any way to reopen currently closed pools sooner or delay upcoming closures until current closures are complete so that pool access is not eliminated for entire neighbourhoods?
		- As discussed at the February 2023 CUSCAC meeting, Staff have taken concerns back regarding maintenance and repair schedules for pools and are reviewing a coordinated approach where closures/ maintenance/ repairs will be considered from a geographic point of view. Many large pool projects are nearing completion and staff will be able to provide an updated list for next Fall. Staff identified that there have already been a few instances where maxi inspections have been delayed in coordination with geographic shutdowns.
	+ Committee identified additional concerns around long closures, such as Deer Park, Forest Park, and Lawrence Park resulting in full program closures.
		- Staff will take the feedback into consideration and seek to have it sorted out, however it was noted that there continues to be tremendous pressure from long lead times for ordering mechanical equipment.
	+ **Maintenance Schedule**: The Working Group inquired if there is a schedule of mini/maxi inspections that can be provided to the Committee?
		- Based on discussion, staff will work to provide a schedule over a 6-month window.
	+ **Question**: Is it possible to be provided a presentation from staff regarding the challenges surrounding the Facilities portfolio?
	+ **Answer**: Staff provided at the February CUSCAC the Major Capital Projects Status Update which is a report that goes to Board bi-annually, outlining capital and renewal projects undertaken. Staff noted that the current deferred maintenance backlog is over $4 billion and the average age of the 583 schools in use is over 65 years. The limitations in use of funding as outlined by the Ministry of Education restricts the Board’s ability to fund projects: upgrades or portions of work considered ‘new’ outside of replacement and repair have to be funded separately. Staff originally brought a report to Board outlining concerns around accessibility and will be bringing another report to Board in the Fall of 2023 as a means to identify a plan that addresses, or works within, limitations to create a pathway to accessible schools for students.

* **Exterior Facilities Working Group Update** - Nil

* **Communication and website Working Group Update** – Nil; no meeting since the last CUSCAC meeting
* **Community Partnerships with the TDSB**
	+ Staff will invite Jim Spyropoulos, Executive Superintendent of Caring and Safe Schools to provide an update to the committee.
* **Committee Goals for 2023**
	+ Trustee King and Judy developed overarching goal from discussions in CUSCAC meetings: Committee to work to define Community Use of Schools as it fits into the TDSB system, and determine necessary mechanisms required to be in place.
	+ Trustee King and Judy identified, with the committee’s consent, that they can provide a write up before the next meeting via email so that the committee can consolidates it goals and action for completion by the end of the calendar year.
 | **ACTION:** Staff will bring inquiry to Toronto Lands Corporation (TLC) about the possible injection of community offered funds for purpose of continued pool operation, maintenance, and upgrades.**ACTION:** Additional concerns as noted to be added as a follow up item for the April CUSCAC meeting.**ACTION:** Staff to review and possibly provide a 6-month schedule to the committee.**ACTION:** Staff to present Fall 2023 Accessibility report including CUS strategy to CUSCAC prior to going to Board, and will share with Committee previously submitted report.**ACTION**: Staff to invite Jim Spyropoulos or a member of the Caring & Safe team to the next CUSCAC meeting to discuss the Establishment of Local Safety tables and the Collaborative Approach report, and Community Partnerships.**ACTION**: Judy and Trustee King to provide goals in written format to committee via email. |
| **Trustee Report** | [CUSCAC Trustee Report - March 2023.docx](https://docs.google.com/document/d/1ViY2GF-Xo8X1PZ4-ZPCCnp5exunWbw6p/edit?usp=share_link&ouid=102386464265606144113&rtpof=true&sd=true)* Trustee King provided an update on the March 6, 2023 Special FBEC where staffing allocations were discussed for 2023-2024
	+ although Aquatic Instructors were identified in the report, the report is preliminary based on anticipated funding and enrolment-based funding calculations - funding from the Ministry of Education won’t be known until late March/ early-Mid April
* Trustee King advised committee to review MYSP renewal document as attached to March CUSCAC agenda. Trustee King advised that MYSP sets direction and goals of work of the Board and advised that there is an opportunity for stakeholders to provide feedback. More information can be found at the following link: [www.tdsb.on.ca/MYSPrenewal](http://www.tdsb.on.ca/MYSPrenewal)
	+ **Question**: Do we want to inquire about having someone come to CUSCAC and provide context, especially to provide input from an accessibility lens?
	+ **Answer**: Judy G. will forward email with link and will follow up based on how it is recommended CACs can specifically participate in the MYSP renewal process.
* Greek heritage month at TDSB
	+ March 24, 2023 is event at Floga Restaurant
	+ March 26, 2023 is Greek Independence Day Parade on the Danforth
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| **Other Business** | * April 11th CUSCAC falls on Passover.
* Recommendation from Chair to rotate the Land Acknowledgement through committee members
 | **ACTION**: Trustee King, Judy, and Alex T. (TDSB) to reach out to Governance about changing CUSCAC from April 11 to April 18. |
| **Adjournment** | * 9:54 a.m. Motion to adjourn
 | Susan Fletcher |
| **Next Meeting Date** | **18 April 2023**, **8:00 a.m. via ZOOM \*\* Note the new date\*\*****Join Zoom Meeting**<https://tdsb-ca.zoom.us/j/97191936626?pwd=OTV0cWtWdEdkZG4xU042bWtWbTRjZz09> Meeting ID: 971 9193 6626 Passcode: 944290  |  |

**Acronyms**

PSI – Provincial School Initiative FOY – Focus on Youth

LNSP – Local School Neighbourhood Program FBEC – Finance Board Enrolment Committee

PPF – Priority partnership funding GSN – Grant for Student Needs

PPC – Planning and Priority Committee PSSC – Program School Services Committee