



**CUSAC**  
**Final Minutes**  
**February 13, 2014**  
**9:30 a.m. – 12:30 p.m.**  
**Boardroom, 5050 Yonge St.**

**Members Present:** Trustee Chris Glover (Co-Chair); Judy Gargaro (Etobicoke Philharmonic Orchestra); Lynn Manning (Girl Guides of Canada, Ontario Council); Gerry Lang (Citizens for Life Long Learning); Heather Mitchell (Toronto Sports Council); Carol Thames (Doorsteps Neighbourhood Services); Leigh Coffey (YMCA of GTA); Lesley Johnston (Social Planning Toronto)

**TDSB Staff:** Ugonma Ekeanyanwu (Manager, Community Use of Schools); Kitty Leung (Facility Permitting Co-ordinator, TDSB); Karen Meeson (Comptroller of Finance, TDSB); Melanie Stoughton (Facilities Services, TDSB)

**Observers:** Karen Somerville (East York Soccer Club); Sam Glazer (Congregation Beth Haminyan); Jason Robinson (Toronto Ultimate Club); Carolynna Gabriel (Wilmington Tennis Group); Grant Wheeler (Wilmington Tennis Group); Sandra Ryan (The Peoples Church); Doug Blair (North Toronto Soccer Club); Mitchell Curci (Latin American Education Network); Justin Bobb (Toronto Community Housing); Cleveland Clunis ETBA (Educate, Train, Believe)

**Regrets:** Lorna Weigand (Middle Childhood Matters Coalition); Susan Fletcher (Applegrove Community Complex); Allison Boughner (Big Brothers and Big Sisters); Iris Rivas (Salvation Army); Alan Hrabinski (Scarborough Basketball Association); Brian Keaney (Co-Chair, Toronto Youth Development); Namita Aggarwal (Program Manager, Continuing & International Education); Julian Freeman (Grace Fellowship Church)

**Absent:** Trustee Sam Sotiropoulos

**Recorder:** Linda Mendonca (Committee Assistant, Parent & Community Engagement Office)

Item	Information/Discussion	Action/Recommendation
1.	<b>Welcome and Introductions</b> Trustee Chris Glover called the meeting to order at 9:33 am and welcomed everyone. Members introduced themselves.	
2.	<b>Approval of Quorum</b> Quorum was achieved at 10:02 am.	
3.	<b>Approval of Agenda</b> <b>***MOTION:</b> Judy, seconded by Lynn moved to approve the agenda. All in favour. Motion carried.	

Item	Information/Discussion	Action/Recommendation
4.	<p><b>Approval of Jan 16 Minutes</b>  <b>***MOTION:</b> Lynn, seconded by Heather moved to approve the minutes from the January 16<sup>th</sup> meeting with minor amendments. All approved. Motion carried.</p>	Linda will make the amendments and post minutes on the CUSAC website.
5.	<p><b>CUSAC Terms of Reference Working Group</b>  The group met on Tuesday, but they need some more time to work through procedural issues, to tighten the Terms of Reference, develop a process for designating alternates, and to determine what rights members will have.</p> <p><b>CUSAC Promotion Letter</b>  It was suggested that the letter be included every time there is a firmed permit sent to the permit holder, and as well that it be sent as a general communication to all members. Suggestions for edits include:</p> <ul style="list-style-type: none"> <li>▪ Include reference to provincial funding, and cost-recovery basis,</li> <li>▪ Include link to find when next CUSAC meeting is,</li> <li>▪ Expand on recommendations; people do not understand why fees are going up by 7%,</li> <li>▪ Include link to complaint process (i.e. who to call, where they go?),</li> <li>▪ Remove “guests are members in waiting”,</li> <li>▪ clarify meaning of “member in waiting”,</li> <li>▪ last paragraph, 1<sup>st</sup> sentence – “increase scope, advocate for greater good of all permit holders”.</li> </ul> <p>Kitty confirmed that there would be no problem publicizing CUSAC existence on the website, or sending it as a one- time mass mailing to permit holders, however, sending it every time a permit is firmed would be challenging.</p>	<p>The CUSAC Terms of Reference Working Group will put forward recommendations at the March 20<sup>th</sup> meeting.</p> <p>Members will edit the CUSAC promotion letter and bring it to the next meeting for review.</p>
6.	<p><b>Permits Communications Working Group</b>  Susan, Judy, Lorna, and Kitty discussed the current complaints process. Many of the issues are related to communication. Kitty will take the suggestions back and see what is reasonable to implement; to clarify expectations, highlights details to make it easier to find, including links as required. When the system is automated, some of this will be corrected. An e-mail will be generated to let people know their e-mail was received. There was agreement from the group that there needs to be clarity and transparency as it relates to communication. The working group has not scheduled another meeting date.</p>	<p>Kitty will provide an update at the next meeting about Permit Communications.</p> <p>The Permit Communications Working Group will work with Kitty to determine the best way to promote CUSAC to permit holders.</p>

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7.	<p><b>CUSAC Field Permits Working Group</b></p> <p>The group met on February 10<sup>th</sup>. Jeff Latto and Gerry Green from Business Services attended this meeting to discuss Partnerships. Jeff made a presentation to CUSAC in May 2013. On February 10<sup>th</sup> he updated the group on the status of the Championship fields. Jeff also shared the concept of smaller-scale partnerships including improvements to grass fields. In 2012, a community sports club proposed investing in 3 grass fields that they were already permitting. The proposal hit a roadblock when TDSB operations could not guarantee an ongoing level of service for grass cutting and field maintenance. The reasons were outdated equipment, an already full maintenance schedule and the inability to commit to regular overtime.</p> <p>Lou Lenarduzzi of Operations reported on the increased performance level for field maintenance in 2013. . In 2013 new grass moving equipment was purchased for the Northwest quadrant. Along with other improved practices, even in a summer of heavy rain, the frequency of grass cutting was increased. Further improvements are possible in 2014.</p> <p>Heather Mitchell discussed a City Parks initiative involving Parks and Recreation staff and sports groups. Sports Organization Reference Group (SORG) is working on issues including Field Classification and permit fees. Toronto Sports Council (TSC) is coordinating a field inventory of public fields – Parks, TDSB, and TCDSB. This will help to identify current shortfalls and those that would be created if TDSB fields are severed.</p> <p>TDSB now has an agreement with the Skilled Trades (MCSTU) to allow permit holders to touch up field lines between those linings performed by staff. Lou will come back to the next CUSAC Field Permits Working Group meeting.</p>	<p>The CUSAC Field Permits Working Group will report back at the next meeting.</p>
8.	<p><b>Steam Plant Schools</b></p> <p>Melanie provided an update on Steam Plant Schools with community centres. These include Duke of Connaught, Earl Beatty, Secord, Williamson Road/Glen Ames. Members asked whether the engineer would be an additional cost at those schools when some permit holders will already be paying the fee. The question is whether there is an opportunity to pro-rate the fee and how pro-rating is applied? We need to look at subsidies and costs, and whether to rent Steam Plant Schools on a cost-recovery basis. Karen will review the situation and see what Finance could do.</p> <p>9/13 schools in Etobicoke area are Steam Plant schools. Are these double gyms?</p>	<p>Karen will report back at the next meeting.</p>

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9.	<p><b>Letter of Support – Focus on Youth (FOY) Program</b></p> <p>Members reviewed the letter drafted by Superintendent Jim Spyropoulos’ office and suggested that the letter include the following requests from CUSAC for support of the program.</p> <ol style="list-style-type: none"> <li>1.) FOY funding has decreased recently – check with Jim what the amount of the decrease was and include it in the letter to request the funding back</li> <li>2.) An allowance for the increase in minimum wage</li> <li>3.) An allowance for the cost of living expense</li> <li>4.) Change signatories to CUSAC organizations.</li> <li>5.) ***MOTION: Lesley, seconded by Judy moved to approve the above amendments recommended to the draft letter to support the Focus on Youth program.</li> </ol>	<p>Staff will revise the draft letter as per the recommended amendments and bring the letter back to the next meeting for review and approval.</p>
10.	<p><b>Budget Update</b></p> <p>There will a \$25M shortfall in the budget this spring. The budget shrank to \$12.5M. This is a strong indication that election will be coming up.</p>	

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11.	<p><b>Operating Budget</b> The Board has changed its budget process. It was a two- step process before and has now changed to a one-step process. The meeting will be held on March 5<sup>th</sup>. This will help put the onus on the Province to help cover the shortfall. There will be additions to elementary and cuts to secondary staffing.</p> <p><b>Budget Consultations</b> Four budget consultations will be held; one at George Vanier tonight; one on Thursday at Willowfield Public School; and two scheduled for next week at Lawrence Park and Islington Junior Middle School. Information including dates/times/locations for the consultations have been published in Metroland newspaper.</p> <p>Lesley said that there is a line in the proposed budget solutions that identifies \$100K in the permit office and was wondering where those efficiencies would be found and if they would impact the grant at all. It was clarified that there is no effect on the CUS grant received. Staff are looking for efficiencies in the permitting of TDSB facilities and are looking at a new system in order to gain those efficiencies.</p> <p><b>Community Budget Advisory Work Group</b> Some Trustees were supportive of the budget; while others are opposed. It was to be decided at the last Board meeting, which was cancelled due to the snow storm. There was a Special Board meeting held the day after. The motion lost 8 to 8. There were four meetings held to introduce concepts. Trustee Glover will continue the conversation locally and may bring it back centrally at some point. It is largely a transparency initiative.</p> <p><b>Capital Budget</b> Some schools are being cut in Etobicoke. The capital plan was approved last year. When Nelson Mandela went way over budget the Provincial freeze was used to leverage us to develop cost recovery. The only way to generate funds is to sell property. One thing to sell was school yard property. There are 4 schoolyards to be severed. Toronto Sports Council (TSC) is taking on this issue.</p> <p>Heather reported that TSC has requested support from the City in the hopes of identifying green space and is looking into collecting info from TCDSB and TDSB to find out what's out there. With severance, the density issue becomes a reality, along with other long term issues. TSC is currently working on a fields' strategy by getting Councillor Karen Stintz on board. It's taking a little longer to get resources and facts collated as it costs time and money. The timeline is between now and the upcoming elections. It's an issue across the City. Peel is also asking for a review of the Ministry funding formula. The goal is to look for possible solutions (i.e. Education Development Charges). TSC needs someone with Finance Research Project experience to collect data and to make presentation to the City, and TDSB.</p>	

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12.	<p><b>Trustee Update</b></p> <p><b>Somali Task Force (STF)</b>  The Somali Task Force (STF) was reported in the media recently. Data has shown that certain communities have a higher drop – out rate (i.e. Portuguese, West Indian). The STF and Portuguese task force were pulled together to develop recommendations to better support high school students. Some members of the Somali community feel the process is stigmatizing the Somali community. Portuguese students are dropping out and going into trades, while some Somali students drop out and have nothing to do. 1 Somali youth has been killed every month for several months. The group of Somali parents that is opposed to the STF recommendations has the upper hand now; as there are significant numbers of people telling trustees to drop the recommendations.</p> <p>Judy, as the Chair of Martin Grove Collegiate parent council, has been looking at students who are not doing well. They have been able to frame this to focusing on students at risk. One of the solutions has been to organize a Somali Boys Club. Everyone has been concerned about the name of the club but the recommendations are positive. It’s now named ”Building Relationships and Forming Connections”.</p>	

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13.	<p><b>Other Business</b>  Gerry commented that much of the problem of costing for facilities is associated with staff earning double-time, and suggested that there be a different agreement with the union to have part time employees. (i.e. chalk lining of grass). Trustee Glover confirmed that TDSB does not control the negotiations with Unions. The current negotiation process can be frustrating. Unions are not going to give concessions without getting something in return.</p> <p><b>SPACE Coalition Focus Groups</b>  Lesley reported that the SPACE coalition conducted focus groups with the TCDSB and TDSB. Some of the findings included: custodians can make/break relationships making it challenging for permit holders; principals can be a barrier to use; Community Outreach Co-ordinators (COC's) have been helpful; WiFi access is available at TCDSB, but not at TDSB; storage space is a need for some permit users; inability to put up signage restricts ability to communicate information regarding programs and services; locking of doors – what does this mean for permit users being able to get into the building for their programs? ; have information shared repeatedly – move to online, and provide an opportunity to connect; communication barrier; flyers cannot be distributed easily, etc. Lesley will provide more info at a later meeting.</p> <p><b>PSI Schools – March Break Camps and Summer programs</b>  Ugomma reported that 72 March Break camps are running in 56 schools.  The link for Summer programs is open until March 17<sup>th</sup>. 77 schools are open for now and we are taking requests for the summer. The list of schools undergoing construction is not available yet. Will confirm when the list becomes available which permits will go ahead.</p> <p>Kitty hopes to have the construction information by the weekend. There is a priority order for summer school use. The City is looked after. There are very tight deadlines, and the process does take time. Everyone is encouraged to apply by March 1<sup>st</sup>.</p>	
14.	<p><b>Adjournment</b>  ***<b>MOTION:</b> Lesley, seconded by Judy moved to adjourn the meeting at 11:40am. All approved.  Motion carried.</p>	
15.	<p><b>Next Meeting Date</b>  Thursday, March 20<sup>th</sup>, 2014</p>	<p>Linda will circulate a Notice of Meeting with meeting details.</p>