

APPLEGROVE COMMUNITY COMPLEX

60 Woodfield Road, Toronto, Ontario M4L 2W6

Tel: 416-461-8143 www.Applegrovecc.ca

“TOGETHER, BUILDING OUR COMMUNITY”

Board of Directors Meeting

AGENDA – June 24, 2019

If you cannot attend, please call the office with your regrets.

Applegrove’s mission is to be a neighbourhood partnership fostering community through social and informative programs for individuals and families.

6:45 Optional Light Supper

7:00

1. Call to Order/Adoption of Agenda
2. Traditional Land Acknowledgement
3. Welcome and Introductions
4. Declaration of Conflicts of Interest
5. Timekeeper
6. Volunteer Hours
7. Minutes of May 27 Board Meeting (*attached*): to be accepted

7:05

8. Finance
 - 8.1. Year-to-date Statistics (*attached*): for information
 - 8.2. Year-to-date Financial Report (*attached*): for information

7:20

9. Strategic Initiatives Committee Report (*May 30 notes attached*)
 - 9.1. Strategic Update Report
10. Membership, Nominations & Outreach Committee Report (*June 18 notes attached*)
 - 10.1. 40th Anniversary Report

7:50

11. Community Food Hub
12. Red Door Partnership
13. TDSB Construction Project
14. Trusteeships

8:20

15. Directors’ Concerns

8:30

16. Adjournment

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“TOGETHER, BUILDING OUR COMMUNITY”

Board of Management Meeting

AGENDA – June 24, 2019

8:30

- A. Call to Order/Adoption of Agenda
- B. Declaration of Conflicts of Interest
- C. Minutes of the May 27 Board of Management Meeting (*attached*): to be accepted

8:35

- D. 2019 Admin Budget

8:40

- E. Personnel Committee Report (*May 30 notes attached*)

8:50

- F. Executive Director's Report (*attached*)

8:55

- G. Correspondence List (*attached*): for information

9:00 Adjournment

Next Meetings and Events

September 30	Board Meeting @ 7 p.m.
October 28	Board Meeting @ 7 p.m.
November 25	Board Meeting @ 7 p.m.



APPLEGROVE COMMUNITY COMPLEX

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“TOGETHER, BUILDING OUR COMMUNITY”

Minutes of the Board of Directors Meeting

May 27, 2019

*A neighbourhood partnership fostering community
through social and informative programs for individuals and families.*

Present: Pierre Bois, Iggy Kosny (by phone), Vai Teng Law, Jean Lim-O'Brien (Chair), Tim McNab, Michael Miceli, Andre Riolo,

Regrets: Jennifer Story, Jim Valentine, Moneca Yardley, Paula Fletcher

Staff: Susanne Burkhardt, May Seto (Recorder)

1. Call to Order/Adoption of Agenda/Introductions

Jean called the meeting to order. Quorum of 5 Directors was achieved. By consensus, the agenda was adopted as amended.

2. Indigenous Land Acknowledgement

Jean read the land acknowledgement. Members reflected on recommendation #2 of the Truth and Reconciliation Commission (on Child Welfare).

3. Welcome

4. Declaration of Conflicts of Interest

None were declared.

5. Timekeeper – Pierre

6. Volunteer Hours – Hours were recorded by May.

7. Minutes of the April 29 Board of Directors Meeting

MOTION (Miceli/Riolo)

To accept the minutes of April 29, 2019.

Carried

8. Finance

8.1. Year-To-Date Statistics

Susanne provided an overview of year to date participation. Although numbers decreased in early 2019, there was some improvement in the past few months.

8.2. YTD Financial Report

Susanne provided an overview of the report and highlighted areas that required attention.

8.3. Term Deposit Renewal

Susanne provided a summary of Applegrove's term deposits and highlighted the different options for consideration for the term deposit renewal on June 3, 2019.

Board of Directors Minutes

May 27, 2019

2

Members approved the recommendation of Term Deposit #9 be renewed for 12 months at an interest rate of 2.3%

MOTION (Bois/Law)
To accept the YTD financial report.
Carried

9. Strategic Initiatives Committee Report - Deferred

10. Membership, Nominations and Outreach Committee Report

Pierre provided an overview of the MNO Committee notes which included possible dates for the Family Dance and a new holiday theme of “Christmas Past-a” for Pasta Fest. Due to staff vacation, holding the Family Dance in February is not possible and dates proposed were March 7 and April 4. The committee will continue to work out details.

10.1. 40th Anniversary Celebration

Pierre asked members for their support by attending/volunteering the 40th Celebration event and considering sponsorship. Members agreed to sponsor the apple tree that will be planted. Members can donate on the Canada Helps link on the Applegrove website. Susanne shared the day’s agenda and informed Members that we have approximately \$1000 in sponsorship/donations. Jean mentioned that East End Garden Centre will likely donate something. Susanne suggested supplies for the planting station.

Board Business

11. Community Food Hub

Susanne provided an update. Upcoming activities include:

- Intergenerational cooking – 6 sessions with community seniors and summer camp participants
- Helping our Babies Grow Program will run for the months of July and August at the Church due to school construction.
- June 25th seniors cooking session

Susanne also shared that Applegrove staff met with the Red Door Shelter to partner and offer programs to the residents of the shelter. The shelter has funding designated for the Food Hub that will support those activities. Another meeting will be set up to discuss further.

12. TDSB Construction Project

Applegrove is still waiting for confirmation of a start date. We are working on the assumption that it won’t start until after the school year has ended. Staff will visit alternate space on Tuesday and ask teachers questions about the space.

13. Directors and Officers Liability Insurance

Susanne sent the policy information to Members so that they can have a copy for their files.

14. Board Donations

Board donations can be made using the Canada Helps link on Applegrove’s website for the time being. Further discussion will happen at the MNO Committee in the fall, when the membership is finalized.

15. Trusteeship

Susanne has drafted an agreement with Building Roots outlining each agency's responsibilities and partnership roles. Applegrove has also been approached by Friends of Moncur Park for a trusteeship to develop rain and pollinator gardens at Moncur Park. They have been shortlisted for a funding grant but need a charitable trust. Staff met with two representatives earlier in the day and identified two potential concerns: CRA regulations and liability. Both parties will do further research and touch base to see if trusteeship is possible.

16. Toronto Formosan Church

May shared that the Church contacted her to confirm the continuation of Applegrove's lease in the next school year. A daycare that operated out of Bowmore had approached the Church for space as they no longer could use school space. The Church suggested an upstairs area but this may require sharing the bathroom and kitchen. May and Susanne met with Church and highlighted some possible concerns with sharing space. The Church will contact the daycare for more information and get back to Applegrove. If the daycare does not take the space, Applegrove could look at expanding the Satellite Afterschool Program.

17. Directors' Concerns – None

18. Adjournment

The meeting was adjourned on a motion by Vai Teng Law, seconded by Michael Miceli.

Chair

Secretary

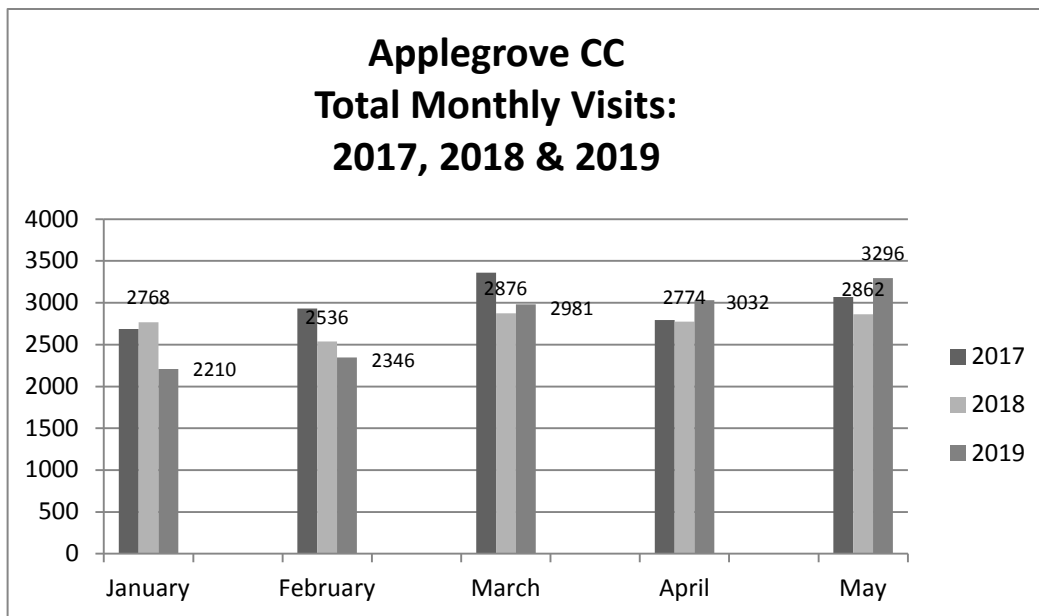
**Applegrove Community Complex
Program Statistics to May 31, 2019
(2017, 2018, 2019)**

The table below reflects the number of total monthly visits for the following program streams:

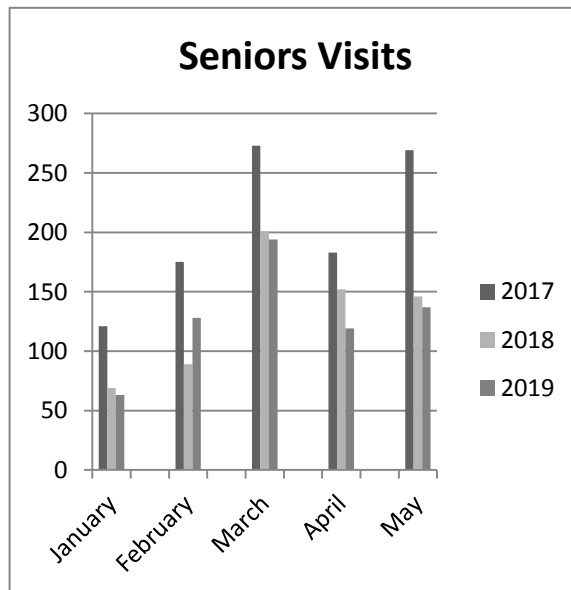
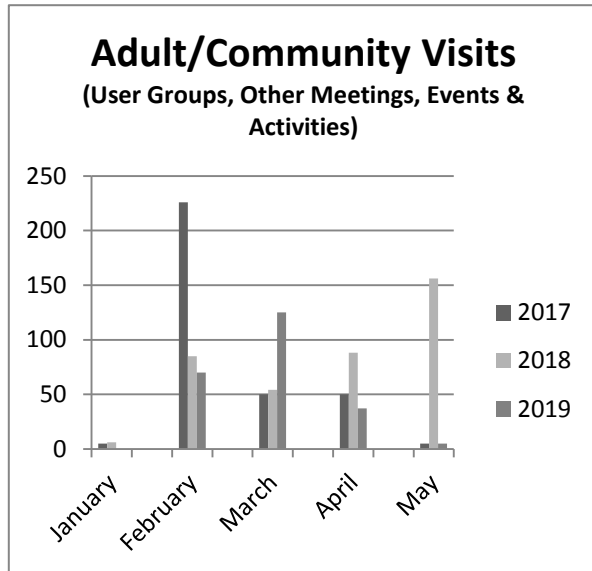
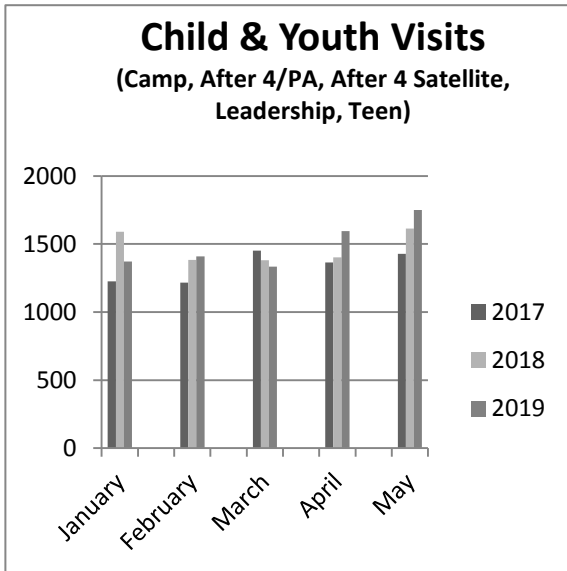
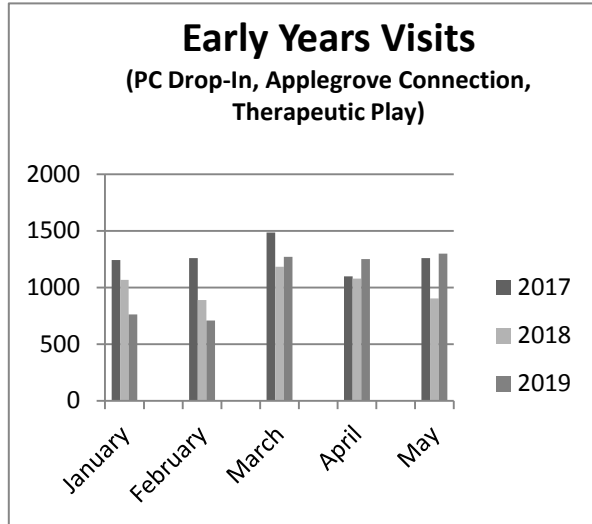
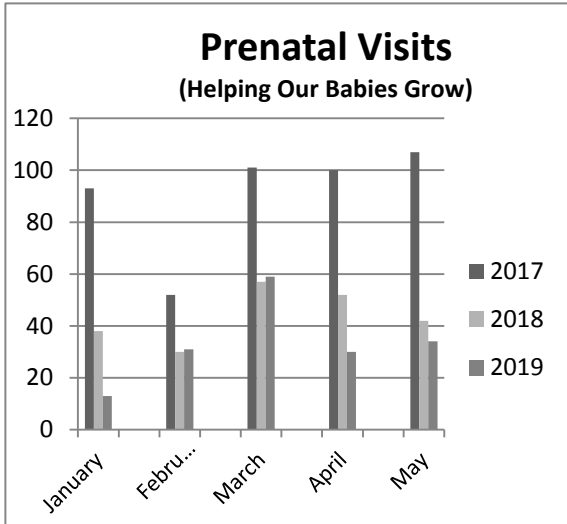
- a) Pre/Postnatal (Helping Our Babies Grow)
- b) Early Years (PC Drop-in, Applegrove Connection, Therapeutic Play)
- c) Children & Youth (Camp, After 4/PA, After4 Satellite, Leadership, Teen)
- d) Adult/Community (User Groups, Other Meetings, Events & Activities)
- e) Seniors
- f) Outreach Event Contacts

YTD Cumulative Visits 2018 = 13,816

YTD Cumulative Visits 2019 = 13,865



Programs holding steady relative to 2018	Programs trending upward relative to 2018	Programs trending downward relative to 2018
Applegrove Connection Seniors	After 4 (Satellite) PC drop-in Teen Leadership	Helping our Babies Grow Therapeutic Play Camp After 4 (Woodfield) Teen Drop-In Special events



PROGRAM		January	February	March	April	May
Helping Our Babies Grow	2017	93	52	101	100	107
	2018	38	30	57	52	42
cumulative		38	68	125	177	219
	2019	13	31	59	30	34
cumulative		13	44	103	133	167
Applegrove PC Drop-in	2017	1033	1046	1203	837	906
	2018	729	682	958	846	745
cumulative		729	1411	2369	3215	3960
	2019	585	548	1110	950	1020
cumulative		585	1133	2243	3193	4213
Applegrove Connection	2017	201	191	259	255	325
	2018	327	197	212	220	135
cumulative		327	524	736	956	1091
	2019	177	151	150	292	265
cumulative		177	328	478	770	1035
Therapeutic Play	2017	8	23	22	6	28
	2018	10	10	12	13	24
cumulative		10	20	32	45	69
	2019	0	10	10	10	14
cumulative		0	10	20	30	44
Seniors	2017	121	175	273	183	269
	2018	69	89	201	152	146
cumulative		69	158	359	511	657
	2019	63	128	194	119	137
cumulative		63	191	385	504	641
Camp	2017	81	0	159	0	0
	2018	75	0	142	0	0
cumulative		75	75	217	217	217
	2019	0	0	141	0	0
cumulative		0	0	141	141	141
After 4/PA	2017	953	923	971	1032	1178
	2018	1149	1008	884	1025	1200
cumulative		1149	2157	3041	4066	5266
	2019	963	940	820	1056	1176
cumulative		963	1903	2723	3779	4955
After 4 Satellite	2017	135	162	182	176	189
	2018	365	303	282	298	377
cumulative		365	668	950	1248	1625
	2019	409	398	302	405	477
cumulative		409	807	1109	1514	1991
Leadership	2017	0	70	73	80	0

	2018	0	45	54	38	0
cumulative		0	45	99	137	137
	2019	0	63	54	79	77
cumulative		0	63	117	196	273
Teen	2017	56	62	67	76	62
	2018	0	27	20	42	37
cumulative		0	27	47	89	126
	2019	0	7	16	54	21
cumulative		0	7	23	77	98
User Groups	2017	0	13	0	0	0
	2018	0	0	0	0	0
cumulative		0	0	0	0	0
	2019	0	0	0	0	0
cumulative		0	0	0	0	0
Other	2017	5	213	50	50	5
Book Club, special events, Annual Meeting, Income Tax	2018	6	85	54	88	156
cumulative		6	91	145	0 233	389
	2019	0	70	125	37	5
cumulative		0	70	195	232	237

May 31, 2019 – YTD Financial Report
 (based on approved City Budget and draft program budgets
 approved at November Board meeting)

Variance highlighting

- Unfavourable variance of 5-15% = highlight in yellow, requires explanatory note
- Unfavourable variance of 16% and up = highlight in pink
- Favourable variance of 20% or more = highlight in blue



		YTD Budget		YTD Actual		Difference from budget		Common Issues	Special Notes
City Funded Administration	Expense	151,215		150,560		-654	0%		
	Income		164,228		164,245	17	0%		
Families with Young Children	HOBG	Expense	10,964		10,093	-871	-8%	§	Quarterly payment not yet received (program runs on April-March fiscal year)
		Income		6,896		927	-5,969		
	PC	Expense	56,531		53,481	-3,050	-5%	Q	
		Income		66,799		67,342	543		
	AC	Expense	13,427		12,214	-1,213	-9%	Q	No fundraising done yet this year
		Income		14,831		13,105	-1,726		
	Therapeuti	Expense	10,662		9,058	-1,604	-15%	₣	Program is being maintained through surplus funding.
		Income		0		0	0		
Children and Youth	After School including March Break and Holiday Camp	Expense	99,878		89,324	-10,554	-11%		Program is not full due to previous departures
		Income		121,342		114,880	-6,462		
	Satellite	Expense	34,146		25,244	-8,903	-26%		Conservative spending early in the year
		Income		44,568		47,880	3,312		
	Teen	Expense	5,091		3,567	-1,524	-30%		The program did not resume until February, only 1 day per week until numbers went up
		Income		0		0	0		
Jr Leaders	Expense	3,017		1,741	-1,276	-42%		Fewer participants registered than budgeted Funds not yet transferred from AS to Jr Leaders for participants doing both programs	
	Income		3,015		1,515	-1,500			-50%
Seniors	Seniors	Expense	16,751		30,274	13,522	81%	§	Year end spending Includes special grant, health fair funding, fundraising, registration fees and deferred funds from 2018
		Income		17,593		40,010	22,416		
Fundraising general program	Program General	Expense	12,147		11,298	-849	-7%		Expenses include Directors and Officers Liability Insurance, permit fee, AGM advertisement, Family Dance Revenues includes Family Dance, United Way donation, indiv charitable and Canada Helps donations, program account interest
	Agency fundraising and donations	Expense	1,025		2,225	1,200	117%		
		Revenue		5,085		4,027	-1,058		

§ = Special April-March financial year

Q = Funding received quarterly

₣ = Funding received twice annually

**APPLEGROVE COMMUNITY COMPLEX
BALANCE SHEET
May 31, 2019
ASSETS**

Alterna - Admin Account	18,332.36
Alterna - Program Account	226,609.10
Alterna - Trust Account	194.10
Alterna - Member Shares	156.36
Alterna Term Deposits - Program	140,105.08
Petty Cash Float - Admin	150.00
Petty Cash Floats - Program	1,353.95
Loan from Program to Admin	0.00
Outstanding Transfers Between Accounts	0.00
Accounts Receivable - Admin	1,926.55
Accounts Receivable - Program	0.00
Long-term Receivable - City of Toronto	261,534.73
City of Toronto - Receivable	22,601.31
HST Receivable - Admin & Program	3,987.22
Prepaid Expenses	1,500.00
	<u>678,450.76</u>

LIABILITIES

Accounts Payable	0.00
Long-term Benefits Payable	126,906.00
Unrealized Actuarial Gain	118,885.00
Income Taxes Payable	6,453.02
CPP Payable	5,258.88
EI Payable	2,226.83
OMERS Payable	9,005.22
WSIB Payable	1,012.97
Union & COTAPSAI Dues Payable	838.27
EHT Payable	1,168.34
Vacations Accrued - Admin	15,743.73
Vacations Accrued - Program	12,363.51
City of Toronto - Payable	0.00
Advance Repayable to City of Toronto	10,871.22
	<u>310,732.99</u>
Accrued Expenses	0.00
Deferred Income	17,360.00
Retained Surplus (Deficit): Program General	0.00
Parent/Child Drop-in	0.00
Afterschool	169,062.26
Teen Program	0.00
Seniors Programs	16,574.21
Board/Management	30,548.94
Summer Programs	37,656.67
The Applegrove Connection	0.00
HOBG	3,415.76
Over the Rainbow	20,499.27
Current Program Income	314,235.52
Current Program Expenses	<u>(255,319.34)</u>
	58,916.18
Admin:	
Current Admin Funding - City of Toronto	161,851.24
Sick Pay Gratuity Funding - City of Toronto	2,377.08
Interest on Admin Account	16.55
Current Admin Expenses	<u>(150,560.39)</u>
Current Admin Surplus/Deficit	13,684.48
	<u>678,450.76</u>



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Strategic Initiatives Committee

May 30, 2019

Present: Jim Valentine, Tim McNab, Susanne Burkhardt (recorder)

Regrets: Andre Riolo, Michael Miceli, May Seto (staff)

1. Strategic Update Reporting

- The Committee reviewed the draft reporting template and agree that it provides a good summary of various initiatives and their KPIs. Tim is available to assist Susanne in developing tools/a dashboard to support tracking and reporting at future meetings.

2. Risk Management

a) *Review of workshop and next steps*

- As a follow up to the workshop hosted by Ralph Thornton the committee will initiate a risk assessment process, with the goal of developing a list of key risks, potential impacts and mitigation strategies to be reviewed by the Board on a regular basis (e.g. quarterly).
- The Committee discussed examples of risks Applegrove could face, for example the potential for key staffing changes.

b) *Abuse Liability Insurance*

- There is an increasing trend for organizations that work with children to obtain this insurance to protect directors, staff and volunteers in the event of allegations of abuse (reputational and financial/legal liability). To date one other AOCC has been identified as having this type of insurance, while others do not. Susanne will continue to investigate associated costs and implications and report back.

3. Partnerships & Grants

a) *Grant application updates*

- The committee reviewed a summary sheet of grant applications showing submissions and progress. To date 50% of the funding dollars requested have been successfully acquired. Some are grants that Applegrove receives annually, others new. New funders for this year include TD Canada Trust, Scotiabank, Green Family, New Horizons for Seniors.

b) *Red Door agreement*

- The committee reviewed the draft contract and suggested the addition of a section to address indemnification.

c) *Trusteeship*

- Applegrove was approached by Friends of Moncur Park with a request to trustee a grant that they have applied. Funding would come from Park People and the project is to create a rain garden to address water issues in Moncur Park. They are a community group and therefore in need of a registered charity organization to administer the funding. In order to pursue this opportunity, it is important to understand and address any potential issues relating to CRA requirements and insurance/liability. It was suggested that it would be ideal to get a legal opinion on such matters.

- The committee agreed that it is important to fully understand the requirements for acting as trustee in terms before making a decision in this case, and as it will position us with more clarity should similar opportunities arise in future. Susanne will further investigate these issues and report back.

Next Meeting: June 27, 6:30pm



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Membership, Nominations and Outreach Committee Notes

June 18, 2019

Present: Pierre Bois, Iggy Kosny, Susanne Burkhardt (staff, recorder), May Seto (staff)

1. Events

a. 40th Anniversary

- The committee reviewed the event budget vs. actuals. Projected event costs were significantly reduced through donations, sponsorships and partner contributions (e.g. borrowing tents from the Leslieville Farmers Market).
- Positives included: location on the Ashbridge Estate, music and sound system, good activities (only a few people really missed the bouncy castle which was not delivered, and length/content of the presentations. Working with Ashbridge Estate was very positive, with the ability to store materials there before and after the event particularly helpful. The level of donations received shows that it was an engaged crowd. For future events it was flagged that 8 foot tables are heavy to move.

b. Pasta Fest & Family Dance

- Committee members will continue to research possible venues, with S.H. ARmstrong suggested as an additional possibility.
- Staff will inquire about permit costs for Family Dance, as the TDSB significantly changed the permit requirements and costs for the 40th Anniversary (indoor rain date) permit due to food being served.
- The Committee also discussed that changes to the PSI system may impact on the availability of the gym for March Break Camp and the Seniors Fair. Staff will investigate this and report back.

2. Communications

- Susanne and Kevin Ellis had initiated a Communications Plan, however he is no longer involved with Applegrove. Susanne will work on developing a plan and Pierre is available to provide guidance.
- Advancing the new website is a priority activity for this summer. The basic structure is there and just needs some adjustment. Content also needs to be developed. Staff will be trained on using Wordpress so that Applegrove controls the website directly.
- Pierre recommended looking into updated software that may be available at a reduced cost through Tech Soup.

3. Outreach

- Applegrove had a table at the May 11 Police Day and June 15 Leslieville Tree Festival. We will also be at the August and September Leslieville Flea events.
- In order to address the overall decline in participation numbers, an outreach campaign will be planned for fall.

- The committee discussed additional event and program ideas for staff to explore, including a movie night at Ashbridge Estate or Glen Rhodes (look into Fresh Air Films) and a drop in knitting/needlework circle. Pierre provided information on TIFF screenings for seniors.

4. Next Meeting: September 17 @ 6 p.m.



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Minutes of the Board of Management Meeting May 27, 2019

A neighbourhood partnership fostering community through social and informative programs for individuals and families.

Present: Pierre Bois, Iggy Kosny (by phone), Vai Teng Law, Jean Lim-O'Brien (Chair), Tim McNab, Michael Miceli, Andre Riolo
Regrets: Jennifer Story, Jim Valentine, Moneca Yardley, Paula Fletcher
Staff: Susanne Burkhardt, May Seto (Recorder)

A. Call to Order/Adoption of Agenda

Jean called the meeting to order. Quorum of 5 members was achieved. By consensus, the agenda was adopted as circulated.

B. Declaration of Conflicts of Interest

None were declared.

C. Minutes of the April 29 Board of Management Meeting

MOTION (Miceli/Riolo)

To accept the minutes of April 29, 2019.

Carried

D. Personnel Committee Report - No report

Susanne shared that pay for performance has been paid out.

E. Executive Director's Report: for information

Susanne provided an overview of the Executive Director's report. Susanne's recent monthly newsletter to staff provided the updated strategic directions. She highlighted grant submissions to date and reported that we received another Building Roots grant from Scotiabank with Applegrove as trustee and project partner. We currently have a 50% grant funding success rate (dollars received vs dollars requested).

MOTION (Bois/McNab)

To accept the Executive Director's Report.

Carried

F. Correspondence/Information

Susanne will review the 2018 Report from the Ombudsman and let Members know if there is anything relevant to the AOCCs.

G. Adjournment

The meeting was adjourned on a motion by Andre Riolo, seconded by Michael Miceli.

Chair

Secretary

Next Meetings and Events:

May 30	Personnel Committee Meeting, 5 p.m.
May 30	SI Committee Meeting, 6:30 p.m.
June 8	40 th Anniversary Celebration, 2-5 p.m.
June 18	MNO Committee Meeting, 6 p.m.
June 24	Board Meeting, 7 p.m.
June 27	Personnel, Committee Meeting, 5 p.m.
June 27	SI Committee Meeting, 6:30 p.m.
September 30	Board Meeting, 7 p.m.
October 28	Board Meeting, 7 p.m.
November 25	Board Meeting, 7 p.m.



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Personnel Committee Meeting Notes

5:00 p.m., May 30, 2019

Present: Jean Lim, Jennifer Story, Moneca Yardley, Susanne Burkhardt (recorder)

1. Notes from April 17, 2019 meeting

- The notes were reviewed, and the committee discussed the issue of using program funds to make part time admin-funded management positions full time. The committee also discussed the addition of policy to its mandate, agreeing that there is both time and interest given that the transition process is essentially complete.

2. Staff Updates

- a. *Summer Camp* – All staff have been hired. An application has been submitted for four Focus on Youth positions to provide additional support to the summer staff complement, however no response has been received to date.
- b. *Seniors* - A staff update was provided.

3. Succession Planning

- The committee agreed that this should be a standing agenda item. As Applegrove is a small organization with no full time staff it is important to ensure that plans are in place to prepare for the possibility of retirement or other changes among key staff and members of management.

4. Standing Item: Overtime and Workload

- There is nothing new to report on this issue. In accordance with City policy, management is not building up excess lieu time and any lieu time earned is being used in a timely manner.

5. Policy

- Susanne provided an overview of the draft policy manual which will compile and categorize all City of Toronto and internal Applegrove policies (and related procedures) in one document. It was agreed that having the manual would benefit the agency and make policies more available and accessible to staff.
- The committee recommended that a numbering system be used that links to the policy categories, and that a change/control log be included to record notable changes over time and reference where a new policy supersedes or replaces a previous one. The intention is to also establish a process for the regular review of policies by the Board so that they remain up to date.

6. Other Business

- No other business identified.

Next Meeting: June 27, 5:00 p.m.

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Executive Director's Report

June 19, 2019

Summer Operations

Due to construction in the pool the Parent Child Centre will be moving into a large kindergarten classroom space for July and August. The PC staff has been working hard to prepare for the move and we are in contact with the TDSB about installing a temporary buzzer, intercom and camera (if possible) at school main entrance, which provides the most direct access. All other programs will have to use Door #8 (bottom of the ramp on the north-facing wall of the school) for the summer, so we are also working in having a buzzer, intercom and (if possible) camera installed there in time for the start of construction. As soon as this has been confirmed we will share information with members and put up signage at our regular door to direct people to the appropriate entrances. Delays in receiving information from the TDSB have posed a challenge to our planning process however it seems that things are now on track.

Grants and Fundraising

Since the last Board meeting there have been few grant application deadlines, however we are monitoring opportunities and continue to pursue grant funding with a focus on enhancing existing programs. Most recently this has focused on seniors, with our Seniors Active Living Centre application submitted on June 14, a New Horizons for Seniors application due on June 21 and the Seniors Community Grant due on June 30. We are tracking the value of all our grant funding requests and results – to date in 2019 we have secured 53% of the funding dollars we have requested (this metric has not been tracked in previous years).

Staff Training and Development

Management has been participating in training based on their performance planners and program staff is being encouraged to make use of available training opportunities where possible. As a result a number of staff participated in training on Indigenous culture. Plans are also underway to provide more staff with training on creating accessible documents and on program evaluation.

Staffing

Due to a prolonged staff absence and occasional vacations, staffing has been tight in the office over the past few months. May, Janina and myself have been coordinating shifts so that we are able to address opening and closing needs, and other staff has also helped to cover program gaps. Generally this has worked, however the situation has highlighted our vulnerability due to a small staff complement and lack of relief staff. The AOCC EDs have initiated a discussion on shared challenges regarding relief staff – it would be great if some new ideas and opportunities emerged from those discussions.

Grievances, Complaints and Compliments

There have been no grievances, formal or informal complaints reported since the April ED report.

Respectfully submitted,

Susanne Burkhardt

Applegrove Community Complex
Correspondence / Information Received
June 19, 2019

From (Date Received)	Regarding	Action(s)
City Clerk (May 22)	Notice of intention to designate 28-30 Langley Ave. under Part IV, Section 29 of the Ontario Heritage Act.	R&F
City Clerk (May 22)	Notice of intention to designate 440 Unwin Ave. under Part IV, Section 29 of the Ontario Heritage Act.	R&F
City Planning (May 27)	Notice of Open House and Special Public Meeting to be held by the Planning and Housing Committee on June 25 and July 3 on proposed Official Plan amendments pertaining to transportation policies.	R&F
City Planning (May 28)	Letter re. City of Toronto response to Bill 108, the More homes, More Choice Act. Some changes in the Bill will affect the planning and financial tools to support new development that the City uses to provide parks, recreation centres, libraries, etc.. and where the City can require new affordable housing, how heritage buildings are conserved and how development applications are reviewed. More information available at www.toronto.ca/bill108	R&F
City Clerk (May 28)	Notice of passing of two Zoning By-laws (689-2019 and 620-2019) on May 15 with respect to the lands known as 796-802 Broadview Ave.	R&F
City of Toronto (May 31)	Construction Notice – Bridge rehabilitation pedestrian path resurfacing Coxwell Ave. under Metrolinx track	R&F
City Clerk (June 4)	Notice of Public Meeting to be held June 25 at 10am re. a request to amend the zoning bylaw for a planning application for 263 Logan Ave.	R&F
City Clerk (June 5)	Notice that City Council passed By-law 782-2019 to designate 721 Eastern Ave. as being of cultural heritage value or interest.	R&F
City Clerk (June 12)	Notice of Public Meeting to be held July 3 at 9:45am re. a City-initiated request to amend the Official Plan and Zoning Bylaw to permit the development and use of laneway suites in the Etobicoke-York, North York and Scarborough areas.	R&F

**R&F = Receive and File*