

**Community Services Advisory Committee (CSAC)
Meeting Minutes
May 12, 2011
4-6pm
Civic Centre – Georgetown Boardroom**

Agenda Items

1. Attendance
 - a. Russ Neilson
 - b. Lawrence White
 - c. Gordie Miskow
 - d. Bart Robinson
 - e. Linda Laing
 - f. Pam Hilstad
 - g. Chris Hay

2. Approval of Agenda
 - a. Approved

3. Discussion Topic #1 – Cost Recovery Analysis Continued
 - a. Discuss Target Demographics and possible subsidization factors
 - i. The Committee had much discussion around priority demographics and generally agreed that the target groups should be child & youth / low income / and disabled. It was felt that families should not be specifically targeted as they would be captured in the youth and child group. There was also a suggestion that if families stayed as a target group, there should be some financial consideration applied (for example a family should provide federal correspondence re: Child Tax Benefits Eligibility to prove a financial need. Seniors were discussed and there was a feeling that providing discounts to this demographic is not necessary, as a number of this group are in fact quite wealthy. The issue was identified to be one of a financial nature that would be captured in the low income group. Low income status could be established through existing guidelines for financial assistance already in place. The disabled group would require AISH documentation to be eligible. In general there was a reluctance to simply provide discounts based on age, without a financial consideration.

Target Group	Rationale	Financial Factor
Child / youth	Childhood obesity / encouraging active youth	Could require Child Tax Credit Eligibility

Low Income	Eliminate financial barriers	Low income status as per existing standards
Disabled	Eliminate financial barriers	AISH status
Residents	Already contributing to service delivery through municipal taxes	

The feeling was that there needed to be a simple way of establishing eligibility and there was no need to re-invent the wheel. Standards already exist.

- b. Expand discussions around the Master Fee Schedule and how to administer discounts to specific target groups
 - i. Further to the prior Meetings discussion, there was general agreement that developing a single price for a service, program, facility, and membership, and applying a discount based on the target groups identified would simplify things dramatically. There was a strong feeling that residency should provide a preferred rate. Residents could apply for a resident card and receive a discount based on the application and the provision of specific information in order to qualify them (see chart). The card would then be presented and the appropriate discount applied to the cost of the service, program, or facility. If the resident does not have a card they would be encouraged to apply.
 - ii. Regarding Facility Rentals it was agreed that due to the already low costs, the 50% was too high. There was suggestion that the fee should be the same, however a counter argument was presented that there needed to be some differentiation because of the community benefit provided by the NFP's.
 - iii. Regarding passes and memberships, there was agreement that the products that are not selling should be removed. Based on current data the most used passes and memberships would be drop-in / 10 punch passes, and annual memberships. With respect to differential rates for different demographics, there was general support for the following classifications; Preschool / youth / adult / low income / disabled. Further work would be required to identify a fair discount to apply for each.
 - iv. There was brief discussion around the age for Senior classification. It is currently 55+ and there was support for this being changed to 65+, however if there was acceptance of the idea that if the Senior classification was not going to be targeted for discount then this change would not be required. Adults and seniors would then be considered as the same group.

c. Cost Recovery Bands

i. Several suggestions were made

1. Include the cost of the TOC facility into the program cost.
2. Include a profit factor into the costs
3. If a program or facility has a high demand, then increase the price so that increased revenue could support more of the higher subsidized programs or facilities.
4. Find the maximum rate or fee that is palatable (based on what the local market will bare and comparisons with other facilities) and work backward to determine discounted rates for target groups.

4. Meeting Adjournment / Next Meeting

- a. June 9, 2011 from 4-6pm at the Civic Centre – Georgetown Boardroom