



City of Brampton

## Community Sport Group Policy

February 16, 2022

### Prepared for:

City of Brampton  
Community Services Department  
Recreation Division

Prepared by:



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## **Preamble**

*The City of Brampton engaged Monteith Brown Planning Consultants Ltd. and Tucker-Reid & Associates to review the Community Group (Sports) Affiliation Policy and included significant engagement efforts to gain the opinion of sport stakeholders, City Council and Community Services Department Staff. A survey and benchmarking exercise with other municipal organizations provided more insight into the review.*

*The development of this Public Policy is aligned with the municipal purpose to see public spaces utilized for the highest public good. The Policy recognizes that the community is enriched through volunteerism, and community groups work collectively to increase participation in welcoming and safe sport experiences. While this Policy includes for-profit sport groups, it is the intention of the Policy to have a clear majority of sport groups operated through a not-for-profit model. This Policy is clear recognition that engagement in sport improves individual, family and community well-being and positive lifelong outcomes.*

*This Community Sport Group Policy (“The Policy”) **focuses solely on community organizations involved in the delivery of organized sport in Brampton.** It should be noted that not all of the elements of the original Community Group Affiliation Policy (previously updated in 2010) are included in this document. Whereas the original Community Group Affiliation Policy also encompassed affiliation policies for non-sport providers (e.g. seniors, community groups, arts and culture, heritage groups, park stewardship groups, etc.), such organizations are not included as part of the project scope of the Community Group Sport Policy nor is it the intent of this Policy to comprehensively delve into facility allocation or pricing practices.*

*This Policy may stand alone as a Community Group Sport Policy or be integrated into the fuller policy in the future. The policy document that follows this preamble focuses on the needs of sport only and was developed in consideration of feedback provided by stakeholders and information gleaned through the benchmarking exercise.*

Through the consultations and research, selected changes and notable points contained in The Policy are presented for consideration and are highlighted as follows:

1. **Athlete Centred Policy** – there is agreement that all community sport providers and the City should focus on the needs of the resident athletes with an emphasis on quality and safety. The Policy does not treat one Brampton resident differently than another but focuses on increasing participation in positive sport experiences. Certain providers suggested that the notion of “Affiliation” excluded some athletes from equitable treatment, allocation of facilities and inclusion in the Brampton Sport Alliance discussions and activities.

The Policy includes all sport providers as part of a collective and provides supports based on the groups’ ability to provide well-rounded sport experiences to youth or adults. Sport groups are categorized under Community Sport Group Youth A, Youth B (Not-For-Profit or For-Profit), and Brampton-Based Adult (Not-For-Profit or For-Profit). Higher level of supports are provided for community sport groups that are aligned with sport governing bodies, offer a continuum to the athlete from basic skill development/house league to competitive level play, and those that actively engage with the City as required by the Policy. Fewer supports and benefits are offered to community sport groups that do not meet the fulsome criteria of a Community Sport Group Youth A.

2. **Residency Requirements** – Many community sport groups indicated that the historical residency requirement of 99% of participants was not achievable and not workable. The Policy speaks to an overall residency requirement of 80%. House league level of play requires a 90% residency rate and that non-residents will not displace a Brampton resident within a house league.
3. **The Question of One Recognized Group Per Sport** – The Policy recognizes that in a growing community as large as Brampton, one group per sport type (youth or adult) may not be feasible. It can be difficult for one sport group to meet all needs of participants due to geography, distance to travel, additional volunteers that would be needed, etc. The sport infrastructure can only accommodate a finite number of players and/or teams and therefore there will be a limitation due to these factors, and may differ from sport to sport. The Policy permits a new sport group to form and apply under certain conditions (based upon membership numbers, sport continuum including basic skill development/house league level play, new players, sustainability, quality assurance, etc.). City Staff’s role would be to complete a feasibility review addressing the capacity of the existing community sport group(s) and the sport infrastructure to accommodate additional sports groups, members and usage.
4. **Working Better Together** – Discussions centred on collectively working with all community sport groups to build a stronger and cohesive sport delivery system within the City of Brampton. The Policy suggests that all community youth sport groups become active members of the Brampton Sport Alliance. Participation would become a requirement in maintaining a community sport group’s status with the City under The Policy. Adult groups will be engaged throughout the year in various ways that may include written communications, face-to-face meetings, attendance at annual general meetings, or other appropriate means.
5. **Including Marginalized and Low-Income Residents** – There is full agreement that all community sport groups should include residents that are marginalized and/or have lower incomes. All groups provide support either directly or through the Canadian Tire JumpStart program for low income residents. Encouragement and provision of sport opportunities for low income or marginalized residents is now stated in The Policy.

# 1. **Policy Purpose**

The City of Brampton believes in the benefits that a quality sport system brings to the athletes, families, sport teams, residents and the community as a whole. The Community Services Department, by way of the Recreation Division, is responsible for implementing the City's objectives of developing a sports system that enables all residents to be active throughout their lives. Participation in sport has many personal and community benefits, including healthy lifestyles, increased volunteerism, positive economic impacts, and community pride and cohesion. The Community Sport Group Policy identifies the levels of support that the City will provide to youth and adult Community Sport Groups that support quality sport development for all residents in Brampton.

It is the intent of the Community Sport Group Policy (also referred to herein as "The Policy") to:

- Define the levels of support that are provided by the City of Brampton to each type of qualifying Community Sport Groups. This clarification will serve to assist in allocating staff and other resources toward a collective vision of "Sport for All – Sport for Life."
- Speak to working better together as one sport community in Brampton to maximize participation in quality sport endeavours and to leverage the power of a strong collective of sport enthusiasts.
- Align with the principles of the Canadian Sport for Life model that identifies a sport continuum to ensure that residents can play at a level that they would like to participate in (from an introductory level to a more competitive level of sport participation).
- Speak to the inclusion of all sport participants and ensure equitable benefits to groups that embrace the principles of inclusion, diversity and equity as well as providing quality and safe experiences.

Collection, use and disclosure of information under The Policy will be undertaken in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*.

The Policy shall come into effect on the start of the new season in 2023, contingent upon City Council direction and/or approval.

## **2. Policy Objectives**

It is the objective of the Community Sport Group Policy to:

- a) Clarify roles and responsibilities of Community Sport Groups and the City of Brampton in jointly supporting sport development and sport excellence in Brampton.
- b) Build capacity within the sport delivery system to provide a variety of sports to residents of all ages.
- c) Build sustainability in Brampton's sport delivery system through continued dialogue and cooperation.
- d) Identify supports provided to Community Sport Groups in order to strengthen sport opportunities.
- e) Work collectively with the sport community to enable a sport system that provides safe and quality driven experiences for all athletes.
- f) Encourage barrier-free access to sport for Brampton residents including persons that come from low income or other marginalized backgrounds.

## **3. City's Role**

The City of Brampton will provide identified supports to Community Sport Groups as outlined in The Policy. Recreation Division staff will facilitate continued dialogue with all Community Sport Groups as it relates to the administration of The Policy and for the development of sport in Brampton as a whole.

The Recreation Division's relationship with Community Sport Groups is described as providing support, facility allocation and continued engagement. The City of Brampton recognizes that the Community Sport Groups have their own governance structures and thus the City is not positioned to settle issues or disputes within groups nor is it responsible or accountable for decisions or actions taken by the groups.

The Recreation Division will monitor all groups' compliance with The Policy to ensure that any issues are addressed within a timely manner.

## **4. Community Sport Group Definitions & Benefits**

For the purposes of The Policy, the classification of Community Sport Groups and the respective benefits are described in Table 1 (child/youth sports) and Table 2 (adult sports). For a more fulsome description of benefits and supports – see Section 10.

**Table 1: Youth Community Sport Group Classification Descriptions & Benefits**

| Community Sport Group Category & Description   | Benefits   |
|--|--|
| <b>Youth A</b>   |  |
| <ul style="list-style-type: none"> <li>- Has Not-For-Profit or Charitable status</li> <li>- Affiliated and in compliance with a National/Provincial Sport Governing Body</li> <li>- Provides a house league or a “learn to” program and a sport continuum from house league to competitive level play, as applicable</li> <li>- Overall club membership is comprised of a minimum of 80% Brampton residents</li> <li>- The house league teams will consist of a minimum of 90% Brampton residents</li> <li>- Minimum of 150 participants for Team Sports or 25 participants for Individual Sports</li> <li>- Participates in the Brampton Sport Alliance discussions and initiatives</li> <li>- Compliant with the Brampton Community Sport Group Policy</li> <li>- Has a mechanism in place to reasonably accommodate residents experiencing low incomes</li> <li>- Exception – a Community Sport Group may have less than 80% resident membership and/or have less than the participant minimum(s) if the sport group is supporting the regional interests of a group representing persons with disabilities or a marginalized population</li> </ul> | <ul style="list-style-type: none"> <li>- Participation in Brampton Sport Alliance events and initiatives</li> <li>- First priority booking of sport facilities</li> <li>- Staff liaison services</li> <li>- May apply for liability insurance if required</li> <li>- Provision of meeting rooms</li> <li>- Promotion and publicity as arranged with City staff</li> </ul>  |
| <b>Youth B – Not-For-Profit</b>  |  |
| <ul style="list-style-type: none"> <li>- Has Not-For-Profit or Charitable status</li> <li>- Provides a house league program or competitive program, as applicable</li> <li>- Suggested alignment with a National/Provincial Sport Governing Body</li> <li>- Membership is comprised of a minimum of 80% Brampton residents</li> <li>- Minimum of 150 participants for Team Sports or 25 participants for Individual Sports</li> <li>- Participates in the Brampton Sport Alliance discussions and initiatives</li> <li>- Compliant with the Brampton Community Sport Group Policy</li> <li>- Has a mechanism in place to reasonably accommodate residents experiencing low incomes</li> </ul>  | <ul style="list-style-type: none"> <li>- Participation in Brampton Sport Alliance events and initiatives</li> <li>- Second priority booking of sport facilities</li> <li>- Staff liaison services</li> <li>- May apply for liability insurance if required</li> <li>- Provision of meeting rooms</li> <li>- Promotion and publicity as arranged with City staff</li> </ul> |
| <b>Youth B – For-Profit</b>  |  |
| <ul style="list-style-type: none"> <li>- Has For-Profit status or is a Commercial Enterprise</li> <li>- Suggested alignment with a National/Provincial Sport Governing Body</li> <li>- Membership is comprised of a minimum of 80% Brampton residents for house leagues and introductory programs</li> <li>- Minimum of 150 participants for Team Sports or 25 participants for Individual Sports</li> <li>- Participates in the Brampton Sport Alliance discussions and initiatives as well as other mandated meetings</li> <li>- Compliant with the Brampton Community Sport Group Policy</li> <li>- Has a mechanism in place to reasonably accommodate residents experiencing low incomes</li> </ul>  | <ul style="list-style-type: none"> <li>- Participation in Brampton Sport Alliance discussions and events</li> <li>- Third priority booking of sport facilities</li> <li>- Provision of meeting rooms</li> <li>- Staff liaison services</li> <li>- May apply for liability insurance if required</li> <li>- Promotion and publicity as arranged with City staff</li> </ul>  |

**Table 2: Adult Community Sport Group Definitions & Benefits**

| Community Sport Group Category & Description  | Benefits   |
|---|--|
| <b>Adult – Not-For-Profit</b>   |  |
| <ul style="list-style-type: none"> <li>- Has Not-For-Profit or Charitable status</li> <li>- Membership is comprised of a minimum of 80% Brampton residents</li> <li>- Minimum of 150 participants for Team Sports or 25 participants for Individual Sports</li> <li>- Meets with staff as required along with other similar groups</li> <li>- Compliant with the Brampton Community Sport Group Policy</li> </ul>             | <ul style="list-style-type: none"> <li>- Fourth priority booking of facilities</li> <li>- Staff liaison services</li> <li>- Provision of meeting rooms</li> <li>- Promotion and publicity as arranged with City staff</li> </ul> |
| <b>Adult – For-Profit</b>   |  |
| <ul style="list-style-type: none"> <li>- Has For-Profit status or is a Commercial Enterprise</li> <li>- Membership is comprised of a minimum of 80% Brampton residents</li> <li>- Minimum of 150 participants for Team Sports or 25 participants for Individual Sports</li> <li>- Meets with staff as required along with other similar groups</li> <li>- Compliant with the Brampton Community Sport Group Policy</li> </ul> | <ul style="list-style-type: none"> <li>- Fifth priority booking of facilities</li> <li>- Staff liaison services</li> </ul>   |

## **5. Designation of Community Sport Groups – Youth & Adult**

Designation will be given to a Community Sport Group serving youth or adults based on its ability to meet the defined criteria in Table 1 and Table 2. The goals of all Community Sport Groups must be aligned with the guiding principles of the Canadian Sport for Life – Long-term Athlete Development program and be consistent with the City of Brampton’s objectives regarding sport development, sport sustainability, as well as community diversity and inclusion. The City will have the final decision as to which classification each community sport group will be placed within.

The Community Sport Group shall commit to continued dialogue with City of Brampton liaison staff while participating in Brampton Sport Alliance discussions (applies to youth sport groups) and any City-mandated meetings and initiatives regarding sport development and promotion.

### **Age Parameters for Community Sport Groups – Children & Youth**

The minimum age for a Community Sport Group serving children and youth is recognized by the City as 4 years of age as of December 31<sup>st</sup> of the current year provided that the group is offering introductory experiences and/or instructional training. The exception to this regulation would be in the case where the instructional program developed and/or endorsed by the National and/or Provincial body is set at 3 years old (such is the case for CanSkate program). Permission must be received by the Recreation Division through a written submission outlining the instructional/introductory program for this age group.

Should the group not be offering an introductory/instructional based program for 4- and 5-year olds, a minimum age requirement for sport group participation will be 6 years as of December 31<sup>st</sup> of the current year. The exception may be where the National and/or Provincial Sport Governing Body recommends starting children in that sport at a younger age than 6 years old.

The maximum age for Youth participation is 21 years old as of December 31<sup>st</sup> of the current year. The exception would be in the instance where a National or Provincial Sport Governing Body defines an age grouping that is more than 21 years but includes 21-year olds. These age requirements will be considered by the Recreation Division at the time of application. These groups may receive different benefits, rates and allocation for their youth and adult participants.

### **Age Parameters for Community Sport Groups – Adult**

The minimum age group for a Community Sport Group serving adults is over 19 years as of December 31<sup>st</sup> of the current year. Groups wishing to serve families of all ages will be considered an adult group under The Policy. The Community Sport Group's goals will be compatible with those of the Recreation Division and consider the goals of the National or Provincial Sport Governing Body.

### **A Community Sport Group that serves Children/Youth & Adults**

The Policy acknowledges that in certain instances there may be organizations that serve both youth and adult sport participants, and it is the intent of this Policy to support groups that offer access to a sport continuum from childhood to lifelong participation. It is preferable that these groups apply for youth and adult designations separately but if this is not feasible, then they should apply for the status that represents the majority of their participants and include a request for deviation (under Section 13 of this Policy) with their application. Such groups will receive different benefits, rates and allocation for their youth and adult participants.

Additionally, Community Sport Groups serving youth and adults are encouraged to develop working agreements in ways such as (but not limited to) sharing resources, having two distinct constitutions in place, separated budgets and boards of directors, separate booking applications, payments based on the applicable rates (where appropriate), etc.

## **6. Process to Change a Community Sport Group Status**

Community Sport Groups receive the greatest benefits if they meet the requirements articulated for "A" type and not-for-profit status. Community Sport Groups may wish to work toward achieving the criteria listed under sport group type. The Community Sport Group in question must discuss their intentions with Recreation Division staff liaisons in order to be eligible to receive the supports and benefits associated with the preferred Community Sport Group type. For example, prior to a Community Sport Group pursuing criteria needed to attain Type "A" status, Recreation Division staff would first need to determine if the City of Brampton is in a position to provide the additional support and space allocation associated with changing Community Sport Group status. Should a Community Sport group wish to apply to change its status – an application in writing must be made regarding the group's intentions by the end of the current season for commencement for the start of the next season.

## **7. Formation of New Community Sport Groups**

New Community Sport Groups that are formed may wish to receive the respective benefits outlined in The Policy. An initial application to the Recreation Division must demonstrate that resident members have an interest in joining a new organization and are not coming from existing Community Sport Groups. A statement that the participants do not knowingly come from existing sport groups will accompany the application and will be provided to the City. The proposed New Community Sport Group must demonstrate that there is a significant interest in terms of membership and that there is a capacity for a house league to qualify for Community Sport Group “A” status. All Youth and Adult Community Sport Groups must also demonstrate that their overall registration/player base is a minimum of 150 participants for Team Sports or 25 participants for Individual Sports. All other requirements must be met.

Further, Recreation Division staff will conduct a feasibility study including a capacity and infrastructure assessment for the new and proposed Community Sport Group before proceeding to determine status and respective benefits and support. At its discretion, the Recreation Division may impose a requirement for the group to operate successfully for a period of three (3) years to ensure its sustainability before final approval is granted. This waiting period may be required to ensure that the sport group demonstrates financial stability, meets policy requirements, experiences growth, aligns with the Long-Term Athlete Development program, and continuously meets residency requirements.

## **8. Residency Requirements**

All youth and adult Community Sport Groups must demonstrate that their overall registration/player base includes a minimum of 80% residents and/or ratepayers of the City of Brampton. The house league residency requirement is 90%.

- Consideration will not be given to a percentage of non-residents in excess of the percentages identified. In rare instances a request would be submitted on an individual basis in the case that a specialized program/sport is being offered that requires a larger geographic area to offer the sport (e.g. Special Olympics programs is an example of the latter).
- The City will review the resident percentages and number of participants annually to ensure that all Brampton residents can participate in sport within Brampton. Adjustments may be made to account for pent up demands for space and within facilities, and in the instance whereby Brampton residents are not able to participate due to use by non-resident participants.
- Community Sport Groups must assure the Recreation Division that no Brampton resident or ratepayer is being displaced from the organization. A non-resident player being released from the “top level” representative team in Brampton would be allowed to finish the season with a lower level (e.g. “B”) rep team if the participant has no other team to play for, and providing there was an opening and their registration did not displace a resident.
- Community Sport Groups are required to provide a “Declared Non-Resident List” to the Recreation Division for each playing season. The list must accurately identify the name, address and phone number of the player and identify which team the player is registered for.

- All non-residents are required to pay a surcharge equivalent to an additional 50% of the group's base registration fee to a maximum of \$100/registrant unless noted otherwise in the annual User Fee By-Law. This surcharge would be paid directly to the group at the time of the player's registration, and groups shall remit the surcharge to the City of Brampton within sixty (60) days after the start of the group's playing season.
- Deviations from residency requirements and participant minimums articulated in the Community Sport Group Policy shall be at the discretion of the Recreation Division and will be guided by parameters as established in Section 15 of The Policy.

## **9. Description of Community Sport Group Supports & Benefits**

The Policy provides each Community Sport Group with respective supports and benefits as summarized in Table 1 and Table 2, and is described in detail hereafter.

### **Opportunity to Participate on Brampton's Sport Council and Events**

The Brampton Sport Alliance (BSA) is an opportunity to advance sport and sport development in Brampton with a focus on youth. BSA meetings are facilitated by City of Brampton staff in order to further collaboration on initiatives including promotion of sport, policy revisions, facility upgrades, participation in sport events, pursuit of grant opportunities, and advancing principles of sport development. Attendance at BSA meetings is a requirement for all Youth Community Sport Groups to become engaged and further the benefits of sport participation in the community.

### **Staff Liaison Services**

City Staff are available to support Community Sport Groups through the facilitation of meetings with all Community Sport Groups and, where required, individual discussions. Specific supports may include:

- Assistance in a resource or advisory capacity;
- Coordination of meetings with Community Sport Groups to discuss facility upgrades, policy or procedural revisions, sport development in Canada and Ontario, and other related matters; and
- Provision of guidance and clarification for residents starting up new Community Sport Groups.

### **Facility Rental Rates**

Community Sport Groups will be provided a facility rental fee based on their Community Sport Group status and the age of participants – youth or adult – based on the approved Community Services Fees/Charges.

### **Booking of Facilities and Spaces**

Community Sport Groups will request seasonal facility bookings, and will be allocated in terms of respective facility allocation policies.

## Liability Insurance

In the event that Community Sport Groups do not have existing liability insurance in place through a Provincial and/or National Sport Governing Body or otherwise, a Community Sport Group may apply to the City to arrange and pay for liability insurance for Community Sport Group Youth A, Youth B-Not-for-Profit, and Youth B For-Profit organizations. The provision of liability insurance to a Community Sport Group is at the sole discretion of the City of Brampton.

- The primary purpose of General Liability Insurance is to protect against lawsuits from individuals alleging the group or member(s) or volunteers negligently caused bodily injury or harm to an individual or damage their property. Coverage extends to executive members, volunteers, workers, coaches, managers and officials. Incidents are covered resulting from work performed within the scope of duties on behalf of the group. This coverage does not provide personal accident insurance for participants or members, nor does it provide liability insurance for a Community Sport Group's directors and officers in the event of wrongful acts.
- The final decision as to whether the City will provide liability insurance is subject to the approval of the City's Investments, Insurance and Risk Management Branch on an annual basis.
- For those Community Sport Groups that have insurance, proof of such insurance in the form of a certificate of insurance showing the City of Brampton as an additional insured, must be submitted when using municipal fields or facilities.

## Provision of Meeting Rooms

- Provided there is space available, meeting room facilities will be provided free of charge for Community Sport Group Youth A, Youth B (Not-For-Profit and For-Profit) and Brampton-Based Adult organizations (Not-For-Profit): one (1) executive/board meeting per month dealing with the business of the sport group only; one (1) annual meeting; and one (1) registration date per session. Bookings must be made through the Rentals Unit within the Recreation Division. All meetings will be for a maximum of 2 hours each and are based on availability. These meeting rooms are for administrative use only and are not to be used for social functions.

## Promotion and Publicity

- The Recreation Division will provide publicity and sport promotion, where possible, to Community Sport Groups through normal Recreation Division channels such as brochures, news releases, and special event calendars. A fee may be charged as applicable.

## **10. Application for Community Sport Group Type Status**

Community Sport Groups must contact the Recreation Division to obtain an application package. Applications for Community Sport Group status must be submitted every three (3) years while the following information shall be provided to the City three (3) months prior to the start of each respective season:

- A statement of the group's purpose, goals and objectives;
- A description as to whether the group is aligned and associated with a Provincial and/or National Sport Governing Body;
- A description of the group's legal identity such as Not-For-Profit, Charitable, or For-Profit status with proof of registration required for both Not-For-Profit and Charitable groups;
- A copy of the group's constitution and by-laws;
- A membership list that confirms that the group meets residency requirements set out through The Policy and is signed by two authorized officers of the organization;
- The names, addresses and telephone numbers of the group's board of directors and other key contact persons; and
- A complete financial statement of the previous year's operating expenditures and revenues, as well as an operating budget for the next operating year, signed by two operating officers - all groups seeking renewal of their status may be requested to submit an audited statement if their budget expenditures exceed \$100,000. Financial statements are required by Community Sport Groups that are operating as a registered Not-For-Profit, Charity, For-Profit and Commercial enterprise; exceptions to financial statements may be considered at the sole discretion of Recreation Division. Financial statements are intended for review by City staff and will be managed in accordance with applicable privacy and confidentiality policies.

Any changes to the groups By-Laws and Constitution, Executive members, membership and financial statements will be submitted annually. These revisions will be submitted to the assigned Recreation Division liaison 3 months prior to the season start. The Recreation Division will review all documentation and direct any questions to the Community Sport Group contact.

Note that Community Sport Groups must be in good financial and legal standing with the City of Brampton for an application to be considered.

## **11. Approval of Community Sport Group Status**

Applications for Community Sport Group Status must be approved by the Director of Recreation or designate. Upon approval, groups are required to sign a contract with the Recreation Division outlining all responsibilities and supports. This contract requires the group to adhere to the requirements and stipulations outlined in The Policy or to any changes deemed necessary on annual basis.

Approval for Community Sport Group Status are granted for a three-year timeframe from the date of approval. Community Sport Groups must reapply to renew their status – approval is not guaranteed in subsequent years.

## **12. Responsibilities of Community Sport Groups**

As a condition of eligibility and ongoing status as a Community Sport Group, each qualifying organization is responsible to:

- Adhere to The Policy requirements;
- Act as a disciplinary body for participants and/or teams under the group's jurisdiction;
- Provide immediate notice to the Recreation Division staff liaison of any changes to the executive, board or constitution;
- Maintain up-to-date membership lists with contact information;
- Respect the intent of the City of Brampton's Rental Policy and comply with the booking and cancellation requirements of the facility booking policies;
- Submit an application to renew the Community Sport Group Status every three (3) years, to be received by the City three (3) months before the end of the term of approval;
- Work in collaborative manner with the City of Brampton as guided by the Recreation Division which may include attending meetings with City staff liaisons, engagement the Brampton Sport Alliance, responding to City requests in a timely manner, adherence to application timelines and policy requirements, etc.; and
- Maintain Good Financial and Legal Standing with the City of Brampton.

### **13. Contraventions & Deviations from The Policy**

In the event that the Recreation Division is made aware of and has confirmed any contravention of The Policy regulations, a Community Sport Group acting in contravention of The Policy will be sent a “Notice of Contravention” by registered mail to the address on file and/or email and given notice of thirty (30) days to correct such contravention. If, after thirty (30) days, the contravention has not been rectified, the group may forfeit their Community Sport Group status and/or supports provided through The Policy up to and including the requirement to reapply for Community Sport Group status for the next season. Escalation in disciplinary measures will be at the discretion of the Recreation Division.

The Recreation Division will consider requests from all Community Sport Groups for deviations to The Policy requirements for group membership in accordance with all of the following criteria:

- The request must be made in writing to the Recreation Division prior to accepting registrants;
- The request must be on group letterhead, directed to the staff liaison and state the circumstances surrounding the request;
- The request must state that the group’s executive is in support of the request; and
- The request must be signed by the president or a designate.

The Community Sport Group’s executive(s) will be notified if their requests do not meet the above criteria.

The Recreation Division staff liaison will evaluate all requests and report back to the Director of Recreation. Requesting groups may be requested for an interview. Approval for deviations are made at the sole discretion of the Director of Recreation.

Approvals for a deviation are granted for up to a three-year period, determined at the discretion of the Recreation Division, and must be resubmitted as appropriate and as required by the Recreation Division.

### **14. Termination of a Community Sport Group Status**

Status may be rescinded by the Director of Recreation and future requests for supports may be denied, if a Community Sports Group:

- Acts in contravention of The Policy;
- Violates any Provincial or Federal legislative or Municipal by-law requirements with respect to the activities of the group;
- Fails to abide by the Ontario Human Rights Code regarding any of the group’s actions;
- Abuses the supports, privileges and services provided;
- Is not in Good Financial and/or Legal Standing with the City of Brampton;
- Fails to operate in a financially responsible manner; or
- Revokes or acts in contravention to its constitution, by-laws and operating guidelines.

Community Sport Groups may terminate their status at any time. Requests for termination must be made in writing to the Recreation Division staff liaison and must be signed by the group’s executive members. Once confirmed, terminated groups will not be eligible for any future benefits detailed in The Policy.

## 15. Explanation of Terms

The following explanation of terms pertain to the context and application of the Community Sport Group Policy within the City the Brampton

|   |  |
|---|--|
| <p><b>Good Financial &amp; Legal Standing</b></p> | <p>Good Financial Standing is defined as no balance overdue per the scheduled payment plan. For Good Legal Standing this means as an organization or individual belonging to an organization’s Executive/Leadership personnel as having no pending or ongoing litigation against the City of Brampton that relates to or could impact the organization’s programs and/or the benefits it receives from the City, as determined in the City’s sole discretion. Financial or Legal Standing are regarded separately as well as combined.</p> |
| <p><b>Long-Term Athlete Development</b></p>       | <p>A Canadian Sport for Life movement focused upon improving the quality of sport and physical activity in Canada. Four stages of sport development are described, and tools and education are offered to sport and recreation leaders in order to offer safe activities geared to an individual’s sport ability.</p>  |
| <p><b>Including Low Income Residents</b></p>      | <p>Engagement in sport brings with it many benefits including at a minimum self-confidence and leadership capabilities. Some low-income families cannot join sport activities due to their funds having to be spent on primary expenses such as housing and food. This Policy recognizes the importance of sport for everyone and asks Community Sport Groups to put in place ways of including and funding low income sport participants.</p>   |
| <p><b>Individual Sports</b></p>                   | <p>Individual sports are distinguished by one athlete competing against another, or a group of singular athletes in a race, game or other form of competition. Examples of individual sports include (but are not limited to) singles tennis, most track and field events, swimming events other than relays, etc.</p>   |
| <p><b>Marginalized Populations</b></p>            | <p>The Policy asks Community Sport Groups to look at ways of reaching out and including residents who may be underrepresented in sport in general. These communities of people include diverse cultural backgrounds, persons with disabilities, girls and women, Lesbian, Gay, Bisexual and Transsexual residents, Indigenous Peoples and any others that may need encouragement and possibly accommodation.</p>   |