2010 Winter Education Event

Saturday, January 30, 2010

9:30 a.m. to 4:30 p.m.

Metro Hall
55 John Street, 3rd Floor, Toronto

Join us for an exciting and informative day of workshops and networking opportunities. You will choose from three workshops in the morning and three in the afternoon. In between we will enjoy a delicious lunch.

We are very pleased to have several guest presenters scheduled for this day. We have people from The Non-Smokers Rights Association, St. Stephen's Conflict Resolution Service, the City of Toronto, The Center for Equality Rights in Accommodation (CERA) and Canada Mortgage and Housing Corporation (CMHC). We also have some familiar faces from CHFT.

Look inside to see all the wonderful workshops that you can choose from. You can register on-line at www.coophousing.com or by using the form on the back of this brochure.

For more information, please contact Mary Ann Hannant at maryann@coophousing.com or 416 465-8688, extension 208.

Co-operative Housing Federation of Toronto

Morning Workshops

1. **Human Rights and Housing**

   This workshop will look at 2 key areas of human rights in Ontario.

   The new claims process has now been in place for over a year. How is it working? What is the impact on housing co-ops?

   The *Accessibility for Ontarians with Disabilities Act* came into effect in June 2005. The aim of the *Act* is to make Ontario accessible by 2025. Standards are being developed in five important areas: customer service, transportation, information and communications, built environment and employment. In this workshop we will look at the draft Built Environment Standard.

   John Fraser from the Centre for Equality Rights in Accommodation (CERA) will cover the new human rights process and the draft built environment standard.

2. **Dealing with Conflict**

   Conflict is an inevitable part of living in a community. It doesn't have to be negative. In order have strong communities in our co-ops, we need to understand conflict and how to deal with it. This hands-on workshop will include presentations, demonstrations, exercises, role-playing and group discussion.

   A representative from St. Stephen's Conflict Resolution Service will facilitate this workshop.

3. **Preventing Fraud**

   Over the years a number of housing co-ops have run into problems with financial fraud. This workshop will look at ways of avoiding fraud. It will also look at the devastating effect of fraud on co-op communities. The workshop will provide insights into reasonable safeguards that will ensure good management and a strong community.

   Brynne Teall, the manager of Oak Street Housing Co-op, will facilitate this workshop.

Afternoon Workshops

1. **Smoke-Free Buildings**

   Ontarians are now protected from second-hand smoke (SHS) in public places and workplaces, but many are unwillingly exposed in their own homes. Housing providers across Canada are starting to adopt no-smoking policies that go beyond the legislation.

   This workshop will include information on

   - the health effects of exposure to SHS
   - relevant Ontario legislation and the legal rights of smokers, non-smokers and housing co-operatives
   - what the courts are saying about SHS in multi-unit dwellings, and
   - how to adopt a no-smoking policy.

2. **Aging in Place**

   CHFT's Aging in Place Work Group has been meeting to discuss some of the issues involved in helping our elder members to remain in their homes. One of the areas that they have been looking at is what funding is available for retrofitting units. The Canada Mortgage and Housing Corporation (CMHC) has two programs that federal co-ops can access — Home Adaptations for Seniors' Independence Program (HASI) and Residential Rehabilitation Assistance Program for People with Disabilities (RRAP-D). Representatives from CMHC will be on hand to describe the programs and let you know how your federally-funded co-op can take advantage of them.

   This workshop will be facilitated by Brynne Teall, manager of Oak Street Housing Co-op and a member of the Aging in Place Work Group.

3. **Financial Checklist for Treasurers and Boards**

   The Financial Statement Checklist workshop will give you tools to determine the quality of your financial statements that are being presented in your board packages.

   This training will help you to

   - apply your awareness of what bookkeepers need to complete in order to produce "good" financial statements
   - demonstrate how to use the Financial Statement Checklist (designed to evaluate the accuracy of financial statements)
   - identify good financial report templates.

   This workshop will be presented by Daniella Samulewski from the City of Toronto.

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Registration Form

Co-op name: _____ Phone number: _____

Choose **one** workshop in the morning and **one** workshop in the afternoon.

Morning workshops

1a Human rights and housing

1b Dealing with conflict

1c Preventing Fraud

Afternoon workshops

2a Smoke-free Buildings

2b Aging in Place

2c Finanicial Checklist for Treasurers and Boards

Name _____

Phone number _____ **E-mail address** _____

Workshop selection (choose one in each time slot)

Morning 1a _____ 1b _____ 1c _____ Afternoon 2a _____ 2b _____ 2c _____

Any special needs that we should be aware of? _____

Name _____

Phone number _____ **E-mail address** _____

Workshop selection (choose one in each time slot)

Morning 1a _____ 1b _____ 1c _____ Afternoon 2a _____ 2b _____ 2c _____

Any special needs that we should be aware of? _____

Name _____

Phone number _____ **E-mail address** _____

Workshop selection (choose one in each time slot)

Morning 1a _____ 1b _____ 1c _____ Afternoon 2a _____ 2b _____ 2c _____

Any special needs that we should be aware of? _____

Fees

$75.00 per person, including GST
(fee includes lunch)

75.00 X _____ = $_____

Please mail your registration form to
658 Danforth Avenue, Suite 306, Toronto, Ontario M4J 5B9 or
Fax it to 416 465-8337