Waterloo Catholic District School Board

Address: 35 Weber St. West
Kitchener, N2H 3Z1
Phone: 519-578-3660 Ext 2376
Fax: 519-884-6635
Email: chris.zamin@wcdsb.ca

Last modified: Sep 9, 2026
First booking: Sep 25, 2026 - 6:30 pm

PERMIT FOR USE OF BOARD PROPERTY

Subject to all terms, conditions, rules and regulations as stated in the Board's Policy and Procedures. In the event of an emergency, please call the number above and follow the instructions for a building related emergency.

Status: Approved

Permit number:	2026-06-24-0020	**Attendance:**	60* *May be under 18
Purpose:	Basketball Practices		
Permit type:	Group C: Not for Profit Youth		
Organization:	Kitchener-Waterloo Youth Basketball Association	**Home phone:**	519-896-9657
		Work phone:	
Permit holder:	Mike Quigley	**Mobile phone:**	519-573-4582
Email:	coachqwlu@hotmail.com		

Facilities used: St. Mary's HS (1500 Block Line Road, Kitchener, N2C 2S2)

Equipment:
8 x Basketball Hoops
4 x Chairs
2 x Tables

Insurance company: Gallagher - Trisura Guarantee Insurance Company
Policy number: ICI-GL-0901-0090
Policy expire: Sep 1, 2027

Emergency number: 519-578-3677 Ext: 5555

Event supervisors:
Mike Quigley, coachqwlu@hotmail.com, 519-573-4582
Steve Knibb, stevek@kwyba.com, 519-807-4884

Comments

Special instructions

This is a basketball group rental. Basketball nets need to be lowered for use.

For custodian

Please notify communityuseofschools@wcdsb.ca if groups do not show up for their permits.

This is a basketball group rental. Basketball nets need to be lowered for use.

For permit holder

Gym 3 is unavailable on November 20, 27 and December 4. The other 2 gyms remain available for your use. Please let me know if you prefer to cancel this date.

Gym 3 is unavailable on May 21 and 28. The other 2 gyms remain available for your use. Please let me know if you prefer to cancel this date.

The custodian will meet you at the doors of the school up to 15 minutes before the start time listed on the dates of use. The exterior doors will (and must) remain locked and secured through your use. You will be required to have someone at the doors to allow you participants into the building. Please do not open the door for people who are not part of your

group.

Please note, school/WCDSB Board functions and events will take precedence over permit holder use.

Any changes required to your approved permit is subject to an Alteration fee, as per our rules and regulations. Request for changes to your permit is required at least 5 business days' in advance and should be communicated by using the 'Discussion' tab on this permit.

Any use of the school equipment is at the sole discretion of the principal and must be arranged well in advance, and on an annual basis.

As per our rules and regulations, ALL groups are responsible for monitoring the doors. The doors are NOT to be propped open. This is a safety/security concern for your participants, our school staff, and our buildings.

Per WCDSB policy: "The person who is granted a permit for the use of Board facilities shall be responsible for reporting any damage observed before the activity. The group is responsible for deciding whether or not the facility space they are using is safe for their activity. IF CONDITIONS ARE NOT SAFE, GROUPS ARE TO STOP THE ACTIVITY AND ADVISE THE CUSTODIAN IMMEDIATELY. Within 24 hours, the permit holder is to leave a discussion message on the permit noting the nature of the safety concern."

All unavailable dates have been removed. Please check your permit for the list of approved dates.

Dry, clean running shoes ONLY are allowed in the gym.

If you raise or lower the basketball nets, please ensure they are returned to their approximate original height to assist the school with their programs.

Plastic or metal Water bottles are the only beverage containers allowed in the gym. Please refrain from allowing coffee cups, and other containers into the gym space. If program/event requires food/beverages, please peak with the custodian FIRST to ensure it is acceptable and that additional garbage cans can be provided. When food/beverage is present, you will be responsible to ensure space is cleaned to WCDSB standards before departure or additional charges may be applied.

It is the responsibility of the permit holder to ensure that all supervisors assigned to each permit receive a copy of, and are familiar with, WCDSB's 'Rules Governing the Use of School Facilities'. This includes, but is not limited to, the evacuation of school facilities in an emergency. In the event an emergency alarm is triggered (for WHATEVER reason), the onsite supervisor is responsible for ensuring that ALL of their participants and spectators evacuate the building in a safe manner.

Bookings

http://stmary.wcdsb.ca/

Status: Approved

Total hours: 116

Status	Date	Start	End	Facility and spaces
Approved	Fri, Sep 25, 2026	6:30pm	10:30pm	St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137), Gym 3 - Single (136)*
Approved	Fri, Oct 02, 2026	6:30pm	10:30pm	St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137)*

				St. Mary's HS *in Gym 3 - Single (136)*
Approved	Fri, Oct 09, 2026	6:30pm	10:30pm	St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137), Gym 3 - Single (136)*
Approved	Fri, Oct 16, 2026	6:30pm	10:30pm	St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137), Gym 3 - Single (136)*
Approved	Fri, Oct 23, 2026	6:30pm	10:30pm	St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137), Gym 3 - Single (136)*
Approved	Fri, Oct 30, 2026	6:30pm	10:30pm	St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137), Gym 3 - Single (136)*
Approved	Fri, Nov 06, 2026	6:30pm	10:30pm	St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137), Gym 3 - Single (136)*
Approved	Fri, Nov 13, 2026	6:30pm	10:30pm	St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137), Gym 3 - Single (136)*
Approved	Fri, Nov 20, 2026	6:30pm	10:30pm	St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137)*
Approved	Fri, Nov 27, 2026	6:30pm	10:30pm	St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137)*
Approved	Fri, Dec 04, 2026	6:30pm	10:30pm	St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137)*
~~Cancelled~~	~~Fri, Dec 11, 2026~~	~~6:30pm~~	~~10:30pm~~	~~St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137), Gym 3 - Single (136)*~~
Approved	Fri, Jan 08, 2027	6:30pm	10:30pm	St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137), Gym 3 - Single (136)*
~~Cancelled~~	~~Fri, Jan 15, 2027~~	~~6:30pm~~	~~10:30pm~~	~~St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137), Gym 3 - Single (136)*~~
Approved	Fri, Jan 22, 2027	6:30pm	10:30pm	St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137), Gym 3 - Single (136)*
Approved	Fri, Feb 05, 2027	6:30pm	10:30pm	St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137), Gym 3 - Single (136)*
Approved	Fri, Feb 12, 2027	6:30pm	10:30pm	St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137), Gym 3 - Single (136)*
Approved	Fri, Feb 19, 2027	6:30pm	10:30pm	St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137), Gym 3 - Single (136)*
Approved	Fri, Feb 26, 2027	6:30pm	10:30pm	St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137), Gym 3 - Single (136)*
Approved	Fri, Mar 05, 2027	6:30pm	10:30pm	St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137), Gym 3 - Single (136)*
Approved	Fri, Mar 12, 2027	6:30pm	10:30pm	St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137), Gym 3 - Single (136)*
Approved	Fri, Apr 02, 2027	6:30pm	10:30pm	St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137), Gym 3 - Single (136)*
Approved	Fri, Apr 09, 2027	6:30pm	10:30pm	St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137), Gym 3 - Single (136)*
Approved	Fri, Apr 16, 2027	6:30pm	10:30pm	St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137), Gym 3 - Single (136)*
Approved	Fri, Apr 30, 2027	6:30pm	10:30pm	St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137), Gym 3 - Single (136)*
Approved	Fri, May 07, 2027	6:30pm	10:30pm	St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137), Gym 3 - Single (136)*
~~Cancelled~~	~~Fri, May 14, 2027~~	~~6:30pm~~	~~10:30pm~~	~~St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137)*~~

Approved	Fri, May 21, 2027	6:30pm	10:30pm	St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137)*
Approved	Fri, May 28, 2027	6:30pm	10:30pm	St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137)*
Approved	Fri, Jun 04, 2027	6:30pm	10:30pm	St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137), Gym 3 - Single (136)*
Approved	Fri, Jun 11, 2027	6:30pm	10:30pm	St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137), Gym 3 - Single (136)*
Approved	Fri, Jun 18, 2027	6:30pm	10:30pm	St. Mary's HS *in Gym 1 - Single (138), Gym 2 - Single (137), Gym 3 - Single (136)*

Cost Details

Permit costs	Regular	Subsidy	After Subsidy	Qty
Permit fee:	$35.00	-$0.00	$35.00	1

Booking costs:	Regular	Subsidy	After Subsidy	Qty
Rental fee:	$9,840.00	-$8,200.00	$1,640.00	29

Total:	Regular	Subsidy	After Subsidy
Subtotal:	$9,875.00	-$8,200.00	$1,675.00
HST:	$1,283.75	-$1,066.00	$217.75
Total:	**$11,158.75**	**-$9,266.00**	**$1,892.75**