

**The Corporation of the Municipality of
Chatham-Kent**

**Chatham-Kent Council – Electronic Meeting
Council Chambers, Chatham-Kent Civic Centre**

February 1, 2021

6:00 P.M.

1. Call to Order

The Mayor called the meeting to Order:

Present: Mayor Darrin Canniff, Acting Mayor Latimer, Councillors Authier, Bondy, Ceccacci, Crew, Faas, Finn, Hall, Harrigan, Kirkwood-Whyte, McGrail, B. McGregor, C. McGregor, Pinsonneault, Sulman, Thompson, and Wright

Absent: None

**2. Disclosures of Pecuniary Interest
(Direct or Indirect) And the General Nature Thereof**

3. Supplementary Closed Session Agenda Items

**4. Recess to Closed Session – 4:00 p.m.
Councillor Carmen McGregor, Closed Session Chair**

That Council move into a Closed Session Meeting of Council pursuant to Section 239 of the Municipal Act, 2001, as amended, for the following reasons:

- Proposed acquisition of land by the municipality and advice that is subject to solicitor-client privilege, including communications necessary for that purpose with regard to **Keil Trail South**. Section 239(2)(c) & (f), Municipal Act, 2001.
- Personal matter about an identifiable individual, including municipal or local board employees with regard to **CAO Employment Contract**. Section 239(2)(b), Municipal Act, 2001.
- Proposed acquisition of land by the municipality with regard to **55 Forest Street, Chatham**. Section 239(2)(c), Municipal Act, 2001.

5. Adjournment of Closed Session

Resumption of Electronic Open Council Meeting – 6:00 p.m.

As per By-law 113-2020 – An “Electronic Meeting” is defined as any regular or special meeting of Council that utilizes remote electronic access for the Members as per Bill 197, the COVID-19 Economic Recovery Act to allow for the continuation of remote Council, Committee, Board and Commission meetings outside of a declared provincial or municipal emergency.

6. Land Acknowledgement

7. Approval of Supplementary Agenda

There were no supplementary agenda items.

8. Disclosures of Pecuniary Interest (Direct or Indirect) for Open Session Agenda Items and the General Nature There Of

Declaration of Interest, Municipal Conflict of Interest Act, R.S.O. 1990, .M.50

Re: Council/Committee/Local Board Agenda dated: February 1, 2021

Item Title: Approval of Entegrus Shareholder's Waiver

Item No. 13(a)

I, Councillor Sulman hereby declare a potential (deemed/direct/indirect) pecuniary interest on the above noted Council/Committee/Board Agenda, Item, Title for the following reasons: Due to a client.

9. Deputations – items on current agenda

As per By-law 113-2020: 3.10(g) -- Unless otherwise approved by the Chair, an Electronic Meeting shall not permit public deputations, except by way of electronic submission received in advance of the meeting, which shall be submitted to the Municipal Clerk's office at ckclerk@chatham-kent.ca prior to 3:00 p.m. the day of the meeting, and shall be provided to members in advance of the meeting if possible. The Clerk shall verbally read out the written deputation at the beginning of the meeting;

Council received and the Municipal Clerk read one written deputation from the Chatham-Kent Drug Awareness Council regarding Item #16(a) – Improvements for CK Public Health's Harm Reduction Program.

Consent Agenda

As per By-law 113-2020: 3.10(h) - The agenda shall be modified to allow for all items on the agenda to be voted upon at once, except for Planning Act matters and any others as determined by the Clerk. The Clerk shall first ask if any Member wishes to have any item on the agenda voted upon separately in which instance that item shall be voted upon separately;

The Municipal Clerk explained that all administrative reports and notices of motion would be listed under the Consent Agenda. Council would have the opportunity to pull any items off the consent agenda and place them aside to be discussed or voted on separately. All items not placed aside would be voted on in one motion.

The Municipal Clerk noted that the following items have been placed aside for discussion and voting:

Item #	Title	Pulled by Councillor
10(b)	Board of Health Minutes	Latimer
12(a)	Housing and Homelessness in 2020 and 2021	Latimer, Kirkwood-Whyte
12(b)	HomeShare Program	Latimer
13(a)	Approval of Entegrus Shareholder's Waiver	Conflict
16(a)	Improvements for CK Public Health's Harm Reduction Program	Hall, Kirkwood-Whyte
17(b)	Dedicated Gas Tax Funds for Public Transportation System	Kirkwood-Whyte
17(d)	Erie Shore Drive – Next Steps	Thompson, Latimer

Councillor Pinsonneault moved, Councillor Faas seconded:

“That the following reports be approved as presented: 10(a), 10(c), 11(a), 12(c), 14(a), 15(a), 16(b), 17(a) and 17(c).”

The Acting Mayor put the Motion

Councillor	Vote	Councillor	Vote
Authier	Yes	Latimer	Yes
Bondy	Yes	McGrail	Yes
Ceccacci	Yes	B. McGregor	Yes
Crew	Yes	C. McGregor	Yes
Faas	Yes	Pinsonneault	Yes
Finn	Yes	Sulman	Not Present
Hall	Yes	Thompson	Yes
Harrigan	Yes	Wright	Yes
Kirkwood-Whyte	Yes	Mayor Canniff	Not Present

Yes Votes: 17

No Votes: 0

Motion Carried

10. Committee Reports

- (a) [Drainage Board Recommendations from its meetings held on December 1, 2020 and January 5, 2021.](#)

This report was approved as part of the Consent Agenda.

- (b) [Board of Health Minutes from its meeting held on December 16, 2020](#)

Councillor Kirkwood-Whyte congratulated those involved in submitting the application for the Community Opioid/Overdose Capacity Building Initiative through Public Health Ontario supporting networks and organizations responding to Opioids/overdose and related harms.

Councillor Kirkwood-Whyte moved, Councillor Hall seconded:

“That the minutes be received for information.”

The Acting Mayor put the Motion

Motion Carried

- (c) [Committee of Adjustment minutes from its meetings held on December 10 and December 17, 2020](#)

This report was approved as part of the Consent Agenda.

11. Council Meeting Minutes

- (a) [Council Meeting Minutes from its meeting held on January 18, 2021](#)

The Council meeting minutes listed above were approved as part of the Consent Agenda.

12. Information Reports

(a) [Housing and Homelessness in 2020 and 2021](#)

Councillor Kirkwood-Whyte asked administration for information on their exploration of the feasibility of purchasing a vacant building that can be used for emergency and transitional housing while also having the ability to convert to affordable housing in the future. The Director of Employment and Social Services explained that they have been actively working with municipal departments to develop an extensive and dynamic inventory system through our current GIS mapping platform, working to filter out buildings and land that would not be suitable for our purposes as well as the Indwell Project.

Councillor Crew moved, Councillor Harrigan seconded:

“That the report be received for information.”

The Acting Mayor put the Motion

Motion Carried

(b) [HomeShare Program](#)

Councillor Latimer felt that the report did not include community engagement and felt that it was important to make sure our community partners learn about the HomeShare Program.

Councillor Latimer moved, Councillor Finn seconded:

“That a virtual information session be held before the end of April 2021, inviting community agencies and partners, as well as members of the public interested in learning more about the HomeShare Program and report back to Council with the outcomes from this consultation no later than June 2021. All information and data learned during the writing of this report will be shared with participants with the intent of being for a willing participant or community group to lead a HomeShare Program for Chatham-Kent.”

The Acting Mayor put the Motion

Councillor	Vote	Councillor	Vote
Authier	No	Latimer	Yes
Bondy	No	McGrail	No
Ceccacci	No	B. McGregor	No
Crew	No	C. McGregor	No
Faas	No	Pinsonneault	No
Finn	Yes	Sulman	No
Hall	No	Thompson	No
Harrigan	Yes	Wright	No
Kirkwood-Whyte	No	Mayor Canniff	No

Yes Votes: 3

No Votes: 15

Motion Defeated

(c) [Let's Talk Chatham-Kent – Annual Report 2020](#)

This report was approved as part of the Consent Agenda.

13. Entegrus

(a) [Approval of Entegrus Shareholder's Waiver](#)

Councillor McGrail moved, Councillor Thompson seconded:

“That

- 1. The Mayor and Clerk be authorized to execute a Waiver, Resolution and Direction of the Shareholders of Entegrus Inc., as described in this report subject to review and approval of such a document by the Municipality's Director, Legal Services.”**

The Acting Mayor put the Motion

Councillor	Vote	Councillor	Vote
Authier	Yes	Latimer	Yes
Bondy	Yes	McGrail	Yes
Ceccacci	Yes	B. McGregor	Yes
Crew	Yes	C. McGregor	Yes
Faas	Yes	Pinsonneault	Yes
Finn	Yes	Sulman	Conflict
Hall	Yes	Thompson	Yes
Harrigan	Yes	Wright	Yes
Kirkwood-Whyte	Yes	Mayor Canniff	Yes

Yes Votes: 17

No Votes: 0

Motion Carried

14. Finance, Budget, Information Technology & Transformation

(a) [Microsoft Renewal](#)

This report was approved as part of the Consent Agenda.

15. Corporate Services

(a) [Potential Polling Locations for Federal Election](#)

This report was approved as part of the Consent Agenda.

16. Community Human Services

(a) [Improvements for CK Public Health's Harm Reduction Program](#)

Councillor Kirkwood-Whyte moved the motion with the addition of an eighth recommendation.

Councillor Kirkwood-Whyte moved, Councillor Hall seconded:

“That

- 1. Mandatory training on safe sharps disposal practices be continued for all municipal staff, students and volunteers to complete upon hire.**
- 2. Enhanced safe sharps disposal training be implemented for municipal staff, students and volunteers who are at higher risk of encountering sharps in their work.**

3. Existing applicable policies be updated to include awareness related to mental health and substance use stigma and these updated policies be reviewed by all staff.
4. Enhanced training on mental health and substances use stigma be implemented for all municipal staff who interact with residents from vulnerable populations.
5. The amount of \$10,500 be approved to purchase and install seven 24-hour sharps disposal bins across Chatham-Kent, and that this purchase be funded from the approved 2020 Drug Strategy.
6. The amount of \$18,000 be approved to establish a contract with a biohazardous waste disposal company to regularly empty the bins, and that this purchase be funded from the approved 2020 Drug Strategy. Ongoing costs for this project will be referred to the 2022 budget process.
7. Administration be directed to explore options for a sharps disposal waste depot for the community.
8. The mandatory education developed for municipal staff, students and volunteers be extended to Members of Council on a voluntary basis.”

The Acting Mayor put the Motion

Councillor	Vote	Councillor	Vote
Authier	Yes	Latimer	Yes
Bondy	Yes	McGrail	Yes
Ceccacci	Yes	B. McGregor	Yes
Crew	Yes	C. McGregor	Yes
Faas	Yes	Pinsonneault	Yes
Finn	Yes	Sulman	Yes
Hall	Yes	Thompson	Yes
Harrigan	Yes	Wright	Yes
Kirkwood-Whyte	Yes	Mayor Canniff	Yes

Yes Votes: 18

No Votes: 0

Motion Carried

- (b) [Indigenous Representative Appointment to the Chatham-Kent Board of Health](#)

This report was approved as part of the Consent Agenda.

17. Infrastructure and Engineering Services

- (a) [Tile Drainage Loan Debenture By-law and Inspection](#)

This report was approved as part of the Consent Agenda.

- (b) [Dedicated Gas Tax Funds for Public Transportation Systems, April 2020 – March 2021 Program](#)

Councillor Kirkwood-Whyte moved, Councillor B. McGregor seconded:

“That

1. In order to adhere to Provincial requirements relating to the announced sharing of Provincial gas tax revenues for the 2020 – 2021 program:
 - a) The Mayor and Treasurer be authorized to sign the necessary Letter of

Agreement which shall be submitted to the Ministry of Transportation.

- b) The Engineering and Transportation Division be authorized to prepare and coordinate approvals for any necessary reporting forms and forward to the Ministry of Transportation at the appropriate time.”**

The Acting Mayor put the Motion

Councillor	Vote	Councillor	Vote
Authier	Yes	Latimer	Yes
Bondy	Yes	McGrail	Yes
Ceccacci	Yes	B. McGregor	Yes
Crew	Yes	C. McGregor	Yes
Faas	Yes	Pinsonneault	Yes
Finn	Yes	Sulman	Yes
Hall	Yes	Thompson	Yes
Harrigan	Yes	Wright	Yes
Kirkwood-Whyte	Yes	Mayor Canniff	Yes

Yes Votes: 18
No Votes: 0

Motion Carried

- (c) [Downtown Chatham Streetlight Replacement Project Materials Purchase](#)

This report was approved as part of the Consent Agenda.

- (d) [Erie Shore Drive – Next Steps](#)

Councillor Thompson moved, Councillor Ceccacci seconded:

“That

- 1. A Request for Proposal be released to appoint a qualified engineering consultant under Section 78 of the Drainage Act to consider better use, maintenance and repair of any drainage works within the Burk Drainage Scheme.**
- 2. The appointed consultant be instructed to prepare a preliminary report under Section 10 of the Drainage Act.”**

The Acting Mayor put the Motion

Councillor	Vote	Councillor	Vote
Authier	Yes	Latimer	Yes
Bondy	Yes	McGrail	Yes
Ceccacci	Yes	B. McGregor	Yes
Crew	Yes	C. McGregor	Yes
Faas	Yes	Pinsonneault	Yes
Finn	Yes	Sulman	No
Hall	Yes	Thompson	Yes
Harrigan	Yes	Wright	Yes
Kirkwood-Whyte	Yes	Mayor Canniff	Yes

Yes Votes: 17
No Votes: 1

Motion Carried

18. Notices of Motion

(a) Presentation of new Notices of Motion

Councillor Latimer presented a notice of motion requesting a Service Review on Service Centres, Municipal Information Desks and Customer Service Delivery. This matter will be added to the March 1, 2021 Council agenda for discussion and voting.

19. Closed Session Reports

Council Closed Session Report

Monday, February 1, 2021

4:00 p.m. – 5:40 p.m.

Members Present: Chair C. McGregor, Mayor Canniff, Councillors Authier, Bondy, Ceccacci, Crew, Faas, Finn, Hall, Harrigan, Kirkwood-Whyte, Latimer, McGrail, B. McGregor, Pinsonneault, Sulman, Thompson, and Wright

Council directed administration on:

- Proposed acquisition of land by the municipality and advice that is subject to solicitor-client privilege, including communications necessary for that purpose with regard to **Keil Trail South**. Section 239(2)(c) & (f), Municipal Act, 2001.
- Personal matter about an identifiable individual, including municipal or local board employees with regard to **CAO Employment Contract**. Section 239(2)(b), Municipal Act, 2001.

Council received information on:

- Proposed acquisition of land by the municipality with regard to **55 Forest Street, Chatham**. Section 239(2)(c), Municipal Act, 2001.

Councillor C. McGregor moved, Councillor B. McGregor seconded:

“That the February 1, 2021 Closed Session Report be received.”

The Acting Mayor put the Motion

Councillor	Vote	Councillor	Vote
Authier	Yes	Latimer	Yes
Bondy	Yes	McGrail	Yes
Ceccacci	Yes	B. McGregor	Yes
Crew	Yes	C. McGregor	Yes
Faas	Yes	Pinsonneault	Yes
Finn	Yes	Sulman	Yes
Hall	Yes	Thompson	Yes
Harrigan	Yes	Wright	Yes
Kirkwood-Whyte	Yes	Mayor Canniff	Yes

Yes Votes: 18

No Votes: 0

Motion Carried

20. Approval of Communication Items

(a) [Approval of the February 1, 2021 Council Information Package](#)

The following items from the Information Package were discussed:

- Item 1(a) - Letter from Geoff Bowlby, Director General, Census Management Office, Statistics Canada re 2021 Census of Population. Council questioned how the municipality will advertise the census to Chatham-Kent citizens. The Chief Administrative Officer explained that the municipality will look at doing some social media posts closer to the census being released.
- Item 1(d) – Letter from Michael R. Bloomberg re Bloomberg Philanthropies 2021 Global Mayors Challenge. She questioned if the municipality will be submitting an entry to this challenge. The Chief Administrative Officer noted that administration will look to see if we have any projects that meet the criteria.
- Item 1(e) – Letter from Christine Elliott, Deputy Premier and Minister of Health re One-time funding for the 2020 Calendar Year Supporting Paramedic Services and Dispatch Centres. Chief Case explained that Chatham-Kent applied and was awarded funding. They are currently working with Medavie to best allocate the funding. Some monies went to personal protective equipment and other services that our EMS providers have utilized in the fight against COVID.
- Item 1(f) - Communication from Shaffina Kassam, Manager, Funding Programs, Ontario Region Environment and Climate Change Canada re EcoAction Community Funding Program. The Director of Community Development stated that the funding is actually not open to Municipalities. It provides financial support to non profits and non government organizations for local action based projects that produce measureable positive affects on the environment focusing on projects that deal with water or watersheds. We have connected with the LTVCA regarding this funding program.
- Item 1(g) - Letter from Steve Clark, Minister of Municipal Affairs and Housing dated January 26, 2021 re Municipal Modernization Program. The Chief Financial Officer stated that it is a program that will help us identify efficiencies or do a study on things that will make us more efficient in Chatham-Kent.
- Item 2(e) – Resolution from the Municipality of Mississippi Milles dated January 18, 2021 re Request for Revisions to Municipal Elections. The Municipal Clerk noted that she contacted the Municipality of Mississippi Milles and explained that this resolution resulted from issues they were having issues with pay to place schemes. This has not been an issue in Chatham-Kent.
- Item 2(g) - Resolution from the Township of South-West Oxford dated January 11, 2021 re Use of Automatic Speed Enforcement (photo radar) by Municipalities. Chief Conn was not present but would respond to Councillors question regarding the enforcement of photo radar by Chatham-Kent.

Councillor Ceccacci moved, Councillor Sulman seconded:

“That the February 1, 2021 Council Information Package be received.”

The Acting Mayor put the Motion

Motion Carried

21. Non Agenda Business

Councillor Crew requested an update from the General Manager of Community Human Services regarding the COVID Vaccine role out in Chatham-Kent.

The General Manager of Community Human Services stated that they are continuing to work in partnership with Chatham-Kent Public Health, Chatham-Kent Health Alliance, EMS, and the Chatham-Kent Health Teams. She explained that due to the shortage of vaccines, the Province changed the direction to first rounds of vaccines going to the

long-term care residents and high risk retirement home residents only. The first allotment of vaccines were received last Monday and staff had immunized three of our long-term care homes and had used all vaccines received by Tuesday.

The next allotment of the vaccine has been delayed, however the team is ready to continue vaccinations the moment we are notified of a shipment with the focus on completing the long-term care homes and then high risk retirement homes. Once those facilities are complete, we will have to wait for notification from the Province as to what groups the next phase of the rollout will encompass.

22. Reading of By-law

(a) First Reading

Councillor Finn moved, Councillor Pinsonneault seconded:

“That the By-laws be taken as read for the first time.”

The Acting Mayor put the Motion

Motion Carried

(b) Second Reading

Councillor Finn moved, Councillor Pinsonneault seconded:

“That the By-laws be taken as read for the second time.”

The Acting Mayor put the Motion

Motion Carried

(c) Council to go into Committee, if Required, to Discuss By-law

(d) Resumption of Council

(e) Third and Final Reading

- i. By-law to provide for drainage work in the Municipality of Chatham-Kent for the Duart Drain 2020, Community of Orford – Third and Final Reading
- ii. By-law to provide for drainage work in the Municipality of Chatham-Kent for the Camythorne Drain, Community of Raleigh – Third and Final Reading
- iii. By-law to provide for drainage work in the Municipality of Chatham-Kent for the Talbot Trail Lot 151 Drain, Community of Raleigh – Third and Final Reading
- iv. By-law to provide for drainage work in the Municipality of Chatham-Kent for the Taylor Road Drain, Community of Howard – Third and Final Reading
- v. By-law to provide for drainage work in the Municipality of Chatham-Kent for the Reeder Drain, Community of Howard – Third and Final Reading
- vi. By-law to provide for drainage work in the Municipality of Chatham-Kent for the Wolfe Creek Drain, Community of Harwich – Third and Final Reading
- vii. By-law to provide for drainage work in the Municipality of Chatham-Kent for the John Clark Drain East Branch, Community of Harwich – Third and Final Reading
- viii. By-law to provide for drainage work in the Municipality of Chatham-Kent for the Matteis & Todino Drain, Community of Zone – Third and Final Reading

- ix. By-law to provide for drainage work in the Municipality of Chatham-Kent for the Malott Diversion Drain, Community of Tilbury East – Third and Final Reading
- x. By-law to provide for drainage work in the Municipality of Chatham-Kent for the Lane Extension Drain, Community of Chatham Gore – Third and Final Reading
- xi. By-law to provide for drainage work in the Municipality of Chatham-Kent for the Reid-Carscallen Drain, Community of Camden Gore – Third and Final Reading
- xii. By-law to provide for drainage work in the Municipality of Chatham-Kent for the Badder Drain, Community of Orford – Third and Final Reading
- xiii. By-law to provide for drainage work in the Municipality of Chatham-Kent for the Harris Drain, Community of Harwich – Third and Final Reading
- xiv. By-law to provide for drainage work in the Municipality of Chatham-Kent for the Wilson Drain Culvert, Community of Orford – Third and Final Reading
- xv. By-law imposing special annual drainage rates upon land in respect of which money is borrowed under the Tile Drainage Act
- xvi. By-law to confirm proceedings of the Council of The Corporation of the Municipality of Chatham-Kent at its meeting held on the 1st day of February, 2021

Councillor Wright moved, Councillor Harrigan seconded:

“That the by-laws be taken as read for a third time and finally passed.”

The Acting Mayor put the Motion

Motion Carried

23. Resolution Council in Closed Session & Adjournment

Councillor C. McGregor moved, Councillor Sulman seconded:

”That Chatham-Kent Council adjourn to its next Meeting to be held on Monday, February 8, 2021 and that Chatham-Kent Council authorize itself to meet in closed session on that day to discuss any matters permitted by The Municipal Act.”

The meeting adjourned at 8:10 p.m.

Acting Mayor – Mary Clare Latimer

Clerk – Judy Smith

**Municipality of Chatham-Kent
Recommendations of the Drainage Board
To
Chatham-Kent Council**

RE: Drainage Board Meeting – December 1, 2020

Members present were Chairman Brian Anderson, Vice Chairman Grant Guy, members Louis Roesch, Scott McGeachy, and Steve Gleeson.

A summary of the recommendations of the Board with respect to the drainage matters considered at the December 1, 2020 meeting are set forth below. The provisional by-laws are found elsewhere in the agenda.

Summary of Recommendations of the Drainage Board

1. Duart Drain 2020
Community of Orford

That 3rd and final reading be given to the By-law with respect to the Duart Drain 2020.

2. Camythorne Drain
Community of Raleigh

That 3rd and final reading be given to the By-law with respect to the Camythorne Drain.

3. Talbot Trail Lot 151 Drain
Community of Raleigh

That 3rd and final reading be given to the By-law with respect to the Talbot Trail Lot 151 Drain.

4. Taylor Road Drain
Community of Howard

That 3rd and final reading be given to the By-law with respect to the Taylor Road Drain.

5. Reeder Drain
Community of Howard

That 3rd and final reading be given to the By-law with respect to the Reeder Drain.

6. Wolfe Creek Drain
Community of Harwich

That 3rd and final reading be given to the By-law with respect to the Wolfe Creek Drain.

7. John Clark Drain East Branch
Community of Harwich

That 3rd and final reading be given to the By-law with respect to the John Clark Drain East Branch.

8. Matteis & Todino Drain
Community of Zone

That 3rd and final reading be given to the By-law with respect to the Matteis & Todino Drain.

9. Malott Diversion Drain
Community of Tilbury East

That 3rd and final reading be given to the By-law with respect to the Malott Diversion Drain.

**Municipality of Chatham-Kent
Recommendations of the Drainage Board
To
Chatham-Kent Council**

RE: Drainage Board Meeting – January 5, 2021

Members present were Chairman Brian Anderson, Vice Chairman Grant Guy, Second Vice Chairman Ron Gelderland, members Louis Roesch, Scott McGeachy, and Steve Gleeson.

A summary of the recommendations of the Board with respect to the drainage matters considered at the January 5, 2021 meeting are set forth below. The provisional by-laws are found elsewhere in the agenda.

Summary of Recommendations of the Drainage Board

1. Lane Extension Drain
Community of Chatham Gore

That 3rd and final reading be given to the By-law with respect to the Lane Extension Drain.

2. Reid-Carscallen Drain
Community of Camden Gore

That 3rd and final reading be given to the By-law with respect to the Reid-Carscallen Drain.

3. Badder Drain
Community of Orford

That 3rd and final reading be given to the By-law with respect to the Badder Drain.

4. Harris Drain
Community of Harwich

That 3rd and final reading be given to the By-law with respect to the Harris Drain.

5. Wilson Drain Culvert
Community of Orford

That 3rd and final reading be given to the By-law with respect to the Wilson Drain Culvert.

(REF:Eng/Drains/Minutes/January 5, 2021)

**Chatham-Kent Board of Health
Minutes**

Wednesday, December 16, 2020

11:00 a.m.

Call to Order

Present: Councillor Joe Faas (Chair)
Councillor Karen Kirkwood-Whyte
Councillor Brock McGregor (Vice-Chair)
Councillor Carmen McGregor
Ms. Noreen Blake
Mr. Ron Carnahan
Ms. Sharon Pfaff
Teresa Bendo, Director, Public Health
Dr. David Colby, Medical Officer of Health
Dr. April Rietdyk, General Manager, Community Human Services
Lisa Powers, Executive Assistant, Community Human Services

Regrets: None

1. Provision for Declaration of Pecuniary Interest

No member of the Board declared a pecuniary interest on any matter on the open session agenda.

2. Minutes of the Board Meeting of

Councillor B. McGregor moved, seconded by Ms. Pfaff:

“That the minutes of the Board of Health meeting of November 18, 2020 be approved.”

The Chair put the Motion.

Motion Carried

3. Business Arising from the Minutes - None

4. Education/Training

a) COVID-19 Update by Dr. David Colby, Medical Officer of Health

In an effort to update the Board, Dr. Colby provided the following verbal update:

- Chatham-Kent remains in the Protect-Yellow level
- As of this meeting, CK has one case in hospital
- As of this meeting, CK has one Long-Term Care Home outbreak; cases confined to staff at this time

- Canada has approved its first COVID-19 vaccine

In response to questions from the Board, Dr. Colby indicated:

- There are myriad factors that contribute to moving between colour-coded restriction levels
- Residents of any region need to follow closely all public health measures
- The Pfizer vaccine requires deep freezing, and it is important for the freezer to be located close to where the vaccine will be distributed
- Vaccine distribution will be a team effort between the Health Unit and CKHA

Mr. Carnahan moved, seconded by Councillor Kirkwood-Whyte:

“That Dr. Colby’s verbal report be received as information.”

The Chair put the Motion.

Motion Carried

5. New Business

A. Items Requiring Action - None

B. Information Reports to be received

- a) Update on Membership for the Chatham-Kent Board of Health, verbal report by Dr. April Rietdyk

Dr. Rietdyk shared the following verbal update:

- At Council on Monday, December 14, Michael Genge and Magdiel Hoste were appointed to the Board of Health, as Citizen Appointees, for a term running January 1, 2021 through December 31, 2024.
- Orientation will be provided to Mr. Genge and Ms. Hoste prior to the January Board meeting.
- Ms. Blake’s appointment was renewed by the Province, for a term ending Feb. 26, 2022.

The Board thanked Mr. Carnahan and Ms. Pfaff for their long service and commitment to public health and the Board of Health. Dr. Rietdyk indicated that as per tradition, trees will be planted at the Health and Family Services building in honour of Mr. Carnahan and Ms. Pfaff; information will be communicated when available.

- b) Director's Report for the Month of December, 2020, prepared by Teresa Bendo, Director, Public Health

Background

The purpose of this report is to provide an overview of current events or issues arising at Public Health.

Comments

Grant Proposal for Peer – led Outreach Program

Staff submitted a grant application for the Community Opioid/Overdose Capacity Building (COM-CAP) Initiative through Public Health Ontario (PHO). The goal of the COM-CAP Initiative is to support networks and organizations responding to opioids/overdose and related harms. There is up to \$75,000 available over four years and three communities will be chosen to receive the grant. There is a real emphasis in the grant to demonstrate clear and meaningful engagement of people with living and lived expertise of substance use.

As a requirement of the grant, lead organizations must submit an application with two co-applicants. For this grant, CK Public Health worked with the United Way and ROCK Missions as co-applicants. For the application, it is being proposed to expand peer-led outreach interventions through a collaborative, community-driven approach that uses a trauma and violence informed care approach. Meaningful engagement through this project means that peers will shape all aspects of how outreach services are provided and the work will be driven by priorities that are important to them. The United Way will support the peer-to-peer project team and mobilize community resources and ROCK Missions role involves the "boots on the ground" community outreach workers, developing and building trusting relationships with People with Lived/Living Expertise of substance use, and walk beside peers as trusted support to empower them to engage in the project. CK Public Health will be responsible for managing the funds, liaising with the COM-CAP team at PHO, overall project oversight/management, and supporting evaluation of the project.

Ongoing Training/Education in public health topics

To respond to the Board's interest in ongoing training and education about key public health topics, the Foundational Standards team will be providing a curated list of opportunities that will be shared monthly in this report. Some training opportunities chosen for this month are:

[Let's Talk: Health Equity](https://nccdh.ca/images/uploads/Lets_Talk_Health_Equity_English.pdf)

https://nccdh.ca/images/uploads/Lets_Talk_Health_Equity_English.pdf

This four page document explores the concept of health equity and how it applies to public health practice, offering explanations to clarify the meaning of related terms, such as health inequity and health inequality. The discussion questions at

the end were designed to spark dialogue, reflection, and action—in lunch room and meeting settings—to address the social determinants of health.

Time commitment: 30 min

Supports: Foundational Standards, Health Equity Guideline

[Social Determinants of Health - an introduction](https://www.youtube.com/watch?v=8PH4JYfF4Ns)
<https://www.youtube.com/watch?v=8PH4JYfF4Ns>

This six minute video looks at the social determinants of health - what they are, how they impacts health and a useful framework to understand it.

Time commitment: 6 min 30 sec

Supports: Foundational Standards and Program Standards

[ABC of Indigenous Awareness](https://www.ictinc.ca/blog/abc-of-indigenous-awareness) (blog) <https://www.ictinc.ca/blog/abc-of-indigenous-awareness>

There are over 700 articles on the Indigenous Corporate Training Inc. blog and this one links a blog post to every letter of the alphabet - from Aboriginal Rights all the way to Zoning. Three, free eBooks that support working effectively with Indigenous Peoples are also available for downloading (located at the end of the blog).

To subscribe to ICT Inc.'s Indigenous Relations Bulletin for blog posts and upcoming training and workshops, click [here](https://www.ictinc.ca/indigenous-relations-bulletin). <https://www.ictinc.ca/indigenous-relations-bulletin>

Time commitment: 20 min (if you choose your own adventure with the corresponding articles, the time commitment will vary)

Supports: Foundational Standards, Relationship with Indigenous Communities Guideline

Consultation

There was no consultation required in producing this information report.

Financial Implications

There are no financial implications with this information report.

Ms. Bendo informed the Board that a report on enhancements to harm reduction would be coming before Council in early 2021.

- c) COVID-19 Community Survey and Presentation, prepared by Rebecca Haskell-Thomas, Planning and Evaluation Specialist

Background

Nine months into the pandemic, residents of Chatham-Kent have been living with varying degrees of public health measures to reduce the risk of transmission of COVID-19. As well, CK Public Health staff have been working hard to keep the community safe.

The Ontario Public Health Standards require public health units to collect population health and other information to understand the current context and inform programs and services. The COVID-19 response is no different.

It is in this context that CK Public Health contracted Ipsos to conduct a Community Survey covering topics including:

- trust and confidence in CK Public Health during the pandemic,
- the impact of COVID-19 on mental health,
- perceptions and behaviors regarding public health measures, and
- vaccination intention for COVID-19 and the flu.

The information was gathered to support planning and evaluation efforts related to CK Public Health's COVID-19 response, including understanding how well CK Public Health is reaching the community with information and how much confidence the public has in CK Public Health. The results provide indicators of areas of the response that could be enhanced by targeted messaging and health promotion to promote adherence to and confidence in public health measures. It also serves as a baseline against which to track key indicators in the future.

The survey was administered over the telephone with residents of Chatham-Kent. A dual frame design was used, first using a cell phone sample to better reach younger Chatham-Kent residents, and then using a landline sample. This resulted in a final sample of 20% landlines and 80% cell phones. The survey was about 15 minutes in length.

A total of 540 residents of Chatham-Kent were surveyed between October 22 and November 2, 2020. This sample was considered to be representative of Chatham-Kent residents over the age of 18 by gender, age, and region (urban, semi-urban, rural).

A full copy of the report, including limitations, is available upon request.

Comments

There is strong confidence in CK Public Health during the pandemic.

Residents trust CK Public Health as a credible source of COVID-19 information. Almost all Chatham-Kent residents believe that CK Public Health is doing a good job providing up to date information (90%), a figure that is supported by the nearly half (49%) of residents who state that they have visited the CK Public Health website or social media.

Confidence in CK Public Health is strong among Chatham-Kent residents. Almost all respondents (92%) trust CK Public Health to protect the health and wellbeing of the community, and a majority, four in five (83%) feel confident in their local medical officer of health to inform them of risks of the pandemic.

Not everyone in Chatham-Kent trusts what they hear in the media about the pandemic: an important minority of four in 10 (44%) think the media is exaggerating the extent of the outbreak; men, those 18-34, parents and those with high school or less are more inclined to think this way, and these are the groups that are either less worried about getting COVID-19 or who are more likely to say they will not get the vaccine. In light of this, CK Public Health plays a critical role in the dissemination of trustworthy information about COVID-19 to the residents of CK.

Chatham-Kent is resilient. Still, perceptions of mental health have worsened in the community since the onset of the pandemic.

Sixty-two percent of respondents said their mental health is about the same as it was before the pandemic. Still, nine months into the pandemic with public health measures in place to reduce the transmission of the virus, Chatham-Kent residents are significantly less likely to rate their mental health as excellent/very good (62%) than they did in a 2017 survey (-7pts). A third (31%) of respondents indicate their mental health is slightly/much worse than it was before the coronavirus outbreak. Overall perceived health is relatively strong (81% indicate their overall health is very good/good, +14 points since 2019).

COVID-19 and public health measures are not affecting everyone in the community equally; self-rated mental health of Chatham-Kent residents varies by generation, gender, family structure, and existing health status. This is consistent with other research conducted by Ipsos.

- Younger people (aged 18-34) rate their positive mental health lower compared to older age groups, and they are also most likely to say their mental health has become worse since COVID-19.
- Women also appear to be feeling a greater impact, providing a lower positive mental health rating and indicating a greater decline in mental health since March, compared to men.
- Parents' rating of their positive mental health is slightly lower than the average (but not significant), and they are significantly more likely to say their mental health has worsened since the start of the pandemic.

Importantly, those who already struggling with mental health appear most vulnerable on several fronts.

- Those who self-identify their mental state as fair or poor are more likely to indicate their mental health has worsened since the pandemic and are also more likely to rate their overall health as fair, poor, or very poor pointing to an important connection between mental health and overall wellbeing. They tend to skew slightly more men, <65 years old, less than university education and have lower household income (<\$30K).

Most Chatham-Kent residents perceive COVID-19 as a risk to health.

The perception of risk of COVID-19 is high among residents; more than half (55%) say they are worried about getting infected with COVID-19 this year (just under half (43%) of households have at least one high-risk person in their household). Further, a third (28%) say they know someone who has tested positive for coronavirus.

However, there is also a widespread perception that in many cases, COVID-19 is manageable: only one quarter of residents (24%) think they would get 'extremely' or 'very' sick if they were to get the virus, leaving almost half (46%) who expect they would get 'somewhat' sick, and a further one in five (19%) who think they wouldn't get very sick.

Higher vs. lower income households (those earning \$100,000 or more) are more likely to know someone who has tested positive for COVID-19. However, they are more likely to consider coronavirus a low risk to their personal health (more likely to say the virus would not affect them seriously if they or family were to be infected). In contrast, lower income households (<\$30K) are more vulnerable: more likely to be personally at-risk for complications from COVID-19, to suffer fair/poor mental health, and to think they will be seriously affected if they were to be infected.

Overall, there is strong agreement with public health measures among residents, but there are some outliers.

Ninety-two percent of residents have adapted to the new measures and settled into new routines, while 89% agree that the restrictions are necessary; fewer (75%) agree, however, that those around them are complying with the measures. And, one in five (20%) say restrictive measures are doing more harm than good.

- People from lower income households are also more likely to think that public health measures are doing more harm than good. Also, this group is less likely to have visited the CK Public Health website or social media accounts for information about COVID-19.

Most residents are adhering to public health measures.

Engagement with preventative behaviours is strong: a majority indicate they are always/often washing their hands regularly (94%), wearing a face covering (91%), or staying two metres apart (82%).

That said, there is still evidence of risk-taking behaviour among a minority group. There is a portion of the population (roughly one in 10) that say they are always/often attending indoor places where it is difficult to wear a mask or social distance, are attending gatherings of any size, or are rarely/never limiting indoor social gatherings to the prescribed 10 people or less.

Uptake of public health and safety measures is not universal; attitudes and actions vary by gender and generation.

- Women are significantly more likely to agree that they are adapting to the measures and adapting to new routines, and more likely to agree that the public health restrictions are necessary to slow the spread of COVID-19. Accordingly, women see stronger uptake of hand washing, wearing a face covering, social distancing, and reducing touching their face.
- Younger residents (18-34 years) are more likely to not be adhering to social public health restrictions than those older: they are more likely to be attending indoor places where masking and social distancing is difficult and are more likely to feel that public health measures are doing more harm than good in their community, pointing to this age group as a potential risk population.

Not all residents are willing to fully adhere to the public health measures of self-isolation and testing.

Although a majority (87%) are confident that testing is available for those who need it, only half (52%) of all respondents indicate they would get tested right away if they began to experience mild COVID-19 symptoms. A fifth (19%) of respondents state they would not get tested immediately and would not self isolate if they began experiencing symptoms. The most likely reasons for not testing immediately are that the symptoms could be something other than COVID-19, or a feeling that it might be better to wait and see how symptoms develop.

Socio-economic and family structure factor into COVID-19 attitudes and actions.

- Parents and younger residents (18-34 years) seem to be high-risk groups, being significantly more likely to indicate they would not get tested if they were to have symptoms of COVID-19 and more likely to say they would not be able to self-isolate due to work or other out-of-home responsibilities, despite being more likely than other subgroups to have experienced COVID-19 symptoms since March. These two sub-groups are also more resistant to getting the COVID-19 vaccine when it is released.

Just over half of residents are willing to get a COVID-19 vaccine.

Despite the promise that a COVID-19 vaccine could eventually help put an end to the pandemic and loosening of the public health measures currently in place, not everyone is willing to be vaccinated in Chatham-Kent. While half (54%) of respondents say they definitely/probably would get the vaccine, a full third express uncertainty (29%) while two in ten indicate they would not get the vaccine (17%). Among those who express concern, efficacy of the vaccine and concerns about side effects top the list of reasons for their hesitancy.

Gender, generation, and family structure appear to have a significant impact on vaccination attitudes in Chatham-Kent.

- Women are significantly more likely to be vaccine hesitant (indicate they are “not sure” they will get the vaccine). However, this appears only related to the COVID-19 vaccination, as women are significantly more likely to have already gotten (or are planning to get) the flu shot- pointing to a disparity in attitudes towards influenza versus COVID-19 vaccine.
- Those under 65 years old are also more hesitant (and 18-34 years more reluctant, i.e. will not get it). Parents in Chatham-Kent also show both hesitancy and reluctance. Forty-one percent say they will definitely or probably get the COVID-19 vaccine but 29% say they are unsure and 29% say they will not get it. This group is also more likely to say they will not get the flu shot this year. Hesitancy and reluctance to get the COVID-19 vaccine are driven by concerns about efficacy and safety (not proven to be safe yet) and about side effects and anti-vaccine beliefs.

Almost half have been, or plan to be, vaccinated against the flu this year.

Forty-six percent of residents have either been vaccinated against the flu or plan on doing so this fall or winter. This is higher than the percentage (39%) who reported getting their flu shot last year, but lower than the national influenza vaccination coverage of 42% in the 2018-2019 season.

Vaccination intentions vary by gender and generation:

- While women are more hesitant to get the COVID-19 vaccine, they are more likely to get the flu shot. Men are equally as likely as women to get the COVID-19 vaccine, but are less compliant about the flu shot.
- Parents are more likely than the average to not get their flu shot, which is consistent with resistance to the COVID-19 vaccine.

Consultation

The Foundational Standards team met with staff supporting communications to identify key findings. Foundational Standards team members are working with CK Public Health teams to use findings from this survey to develop targeted messaging and health promotion strategies to promote adherence to and confidence in public

health measures, and to continue to provide clear and evidence-based information to residents and community partners in Chatham-Kent.

Financial Implications

This survey was funded through the 2020-2021 base budget.

Ms. Haskell-Thomas shared a PowerPoint presentation in support of the report, to reiterate key findings.

Councillor B. McGregor moved, seconded by Ms. Blake:

“That the three reports be received as information.”

The Chair put the Motion.

Motion Carried

C) Items to be Received and Filed

Councillor C. McGregor moved, seconded by Councillor B. McGregor:

“That items a and b be received and filed”

- a) Association of Local Public Health Agencies (ALPHA) Information Break, dated November 16, 2020
- b) Letter from Timiskaming Health Unit regarding Bill 126 Food Literacy for Students Act, 2020

In regard to Item a, Councilor C. McGregor indicated the Board could look for information around a virtual alpha conference this year.

The Chair put the Motion.

Motion Carried

6. Non-Agenda Items

Councillor C. McGregor informed the Board that alPHa is still working diligently with the Province and other partners to support Public Health, and more updates will be provided when available.

Councillor Kirkwood-Whyte informed the Board that Council is unanimously supportive of a partnership with Indwell.

7. Time, Date and Place for the Next Meeting of the Board

The next meeting of the Board will be held Wednesday, at the Health and Family Services building, 435 Grand Ave. W., Chatham, with the open portion of the meeting to start at 11:00 a.m.

8. Adjournment

Moved by that the meeting be adjourned at.

Joe Faas, Chair

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Back to Top

The Corporation Of The Municipality Of Chatham-Kent

**Committee of Adjustment – Citizen Panel
Electronic Meeting**

December 10, 2020 - 9:00 a.m.

The Committee of Adjustment convened through electronic meeting on the above date with the following members present: Chair – Jim Kovacs, Members – Trevor Aldous, Curtis Carter, Richard Dunlop and Ken Stevenson

Regrets: Nathaniel Suitor

Administration present were Ryan Jacques, Director; Anthony Jas, Planner I; and Wendy McFadden, Administrative Assistant, Planning Services

Provision for Disclosure of Conflict Of Interest and the General Nature Thereof:

The Chair asked if any member had a conflict of interest with any of the applications on the agenda, in accordance with *The Municipal Conflict of Interest Act*.

There were no conflicts of interested noted.

Approval of Minutes from Previous Meeting:

Moved by Ken Stevenson, Seconded by Richard Dunlop

“That the Minutes of the Committee of Adjustment Citizen Panel held on November 19, 2020 be approved.”

The Chair put the Motion

Committee Member	Vote
Kovacs	Yes
Aldous	Yes
Carter	Yes
Dunlop	Yes
Stevenson	Yes
Suitor	Absent

Yes Votes: 5

No Votes: 0

Carried

Business Arising From the Minutes:

None

Hearing of Applications:

- (a) Application for Consent (File B-89/20)
CityView #PL202000187
Robert Vanderveeken
8008 John Park Line
Part of Lot 21, Concession 1, Gore
Community of Chatham Township

The applicant, Robert Vanderveeken, was noted as being present at the meeting.

File B-89/20

Moved by Richard Dunlop, Seconded by Curtis Carter

“That the Committee of Adjustment approve Consent application File B-89/20 to sever and convey a portion of land, approximately 10.43 ha (25.79 ac.) in area, shown as Part 1 on the applicant’s sketch, in Part of Lot 21, Concession 1, Gore, in the Community of Chatham (Township), as a lot addition, be approved, subject to the following conditions:

- a) that the lot addition lands to be severed, shown as Part 1 on the applicant’s sketch, be conveyed to the owner of the abutting parcel (8008 John Park Line / PIN: 00592-0010) and Section 50(3 or 5) of the Planning Act applies to any subsequent conveyance of or transaction involving the parcel of land that is subject of this consent;
- b) that a hard copy and AutoCAD.dwg version of the final reference plan projected to the NAD 83/UTM Zone 17N coordinate system be submitted to the Municipality; and
- c) that the necessary deed(s), transfer or charges be submitted in triplicate; signed and fully executed (no photo copies), prior to certification.”

The Chair put the Motion

Committee Member	Vote
Kovacs	Yes
Aldous	Yes
Carter	Yes
Dunlop	Yes
Stevenson	Yes
Suitor	Absent

Yes Votes: 5

No Votes: 0

Carried

- (b) Applications for Consent (File B-90/20)
& Minor Variance (File A-52/20)
CityView # PL202000188
Nee-fah Lee
30 Wellington Street
Lot 10, South of Wellington Street, Plan 109
Community of Harwich

The applicant, Nee-fah Lee, was noted as not being present at the meeting.

File B-90/20

Moved by Ken Stevenson, Seconded by Trevor Aldous

“That the Committee of Adjustment approve Consent application File B-90/20 to sever and convey a new residential parcel, approximately 1,022.39 sq. m (11,004.91 sq. ft.) in area, shown as Part 1 on the applicant’s sketch, in Lot 10, South of Wellington Street, Plan 109, in the Community of Harwich (Shrewsbury), be approved, subject to the following conditions:

- a) that the severed and retained parcel comply with the regulations of the Chatham-Kent Zoning By-law;
- b) that a new municipal water connection to the retained parcel be installed at the applicant’s expense and to the satisfaction of the Municipality;
- c) that the retained parcel be assigned the civic address “237 Peel Street”;
- d) that a hard copy and AutoCAD.dwg version of the final reference plan projected to the NAD 83/UTM Zone 17N coordinate system be submitted to the Municipality; and
- e) that the necessary deed(s), transfer or charges be submitted in triplicate; signed and fully executed (no photo copies), prior to certification.”

The Chair put the Motion

Committee Member	Vote
Kovacs	Yes
Aldous	Yes
Carter	Yes
Dunlop	Yes
Stevenson	Yes
Suitor	Absent

Yes Votes: 5
No Votes: 0

Carried

File A-52/20

Moved by Ken Stevenson, Seconded by Trevor Aldous

“That the Committee of Adjustment approve Minor Variance application File A-52/20 in Lot 10, South of Wellington Street, Plan 109, in the Community of Harwich (Shrewsbury), to provide relief from the Chatham-Kent Zoning By-law No. 216-2009, as amended, Section 5.6.2(b), Lot Area Minimum, to:

- 1) reduce the minimum lot area of the severed parcel from 1,858 sq. m (20,000 sq. ft.) to 1,022.39 sq. m (11,004.91 sq. ft.); and,**
- 2) reduce the minimum lot area of the retained parcel from 1,858 sq. m (20,000 sq. ft.) to 1,022.39 sq. m (11,004.91 sq. ft.),**

be approved, without conditions.”

The Chair put the Motion

Committee Member	Vote
Kovacs	Yes
Aldous	Yes
Carter	Yes
Dunlop	Yes
Stevenson	Yes
Suitor	Absent

Yes Votes: 5

No Votes: 0

Carried

-
- (c) Application for Minor Variance (File A-54/20)
CityView #PL202000189
2170910 Ontario Inc.
14429 Zone Centre Line
Part of Lot 11, Concession 6
Community of Zone

The applicant, Michael Stocking, was noted as being present at the meeting.

File A-54/20

Administration reviewed the one (1) written submission received from the public on this application. This submission was in opposition to this proposal. The following summarized the general nature of the concerns raised: (a) with having two (2) acres of land felt there were other options and no need to construct so close to the corner; (b) the proposed building would be very

close to infringing on the allowable 10m daylight triangle; (c) the parking of vehicles in the daylight triangle; and (d) the safety concerns with visual restrictions at the corner.

Administration noted, in considering the written submission that was received by Planning Services it was determined the notion that the proposal would result in risk to public safety requires further consideration and assessment of the application which will require additional time and consultation with other Municipal departments. As such, the recommendation of Administration was that Minor Variance application File A-54/20 be deferred to the January 28th, 2021 meeting to allow for further assessment from a public safety stand point and no public notice be required.

The applicant, Michael Stocking, addressed the Committee and noted he had nothing to add at this point.

Moved by Curtis Carter, Seconded by Richard Dunlop

“That the Committee of Adjustment defer Minor Variance application File A-54/20, in Part of Lot 11, Concession 6, in the Community of Zone, to provide relief from the Chatham-Kent Zoning By-law No. 216-2009, as amended, Section 5.21.2(b),

- 1) to reduce the front yard setback from 20 m (65.6 ft.) to 10.7 m (35 ft.); and,**
- 2) to reduce the exterior side yard setback from 20 m (65.6 ft.) to 10.7 m (35 ft.);**

to permit the construction of an addition to an existing agricultural building without conditions to the January 28, 2021 meeting and that no further public notice be required.”

The Chair put the Motion

Committee Member	Vote
Kovacs	Yes
Aldous	Yes
Carter	Yes
Dunlop	Yes
Stevenson	Yes
Suitor	Absent

Yes Votes: 5

No Votes: 0

Carried

-
- (d) Application for Consent (File B-92/20)
& Minor Variance (File A-55/20)
CityView #PL202000196
1031143 Ontario Inc.
29409 Hughes Road
Part of Lot 4, Concession 6 Gore

Community of Camden

The applicant's agent, David French, was noted as being present at the meeting.

File B-92/20

Moved by Ken Stevenson, Seconded by Curtis Carter

“That the Committee of Adjustment approve Consent application File B-92/20 to sever a surplus dwelling and three outbuildings (29409 Hughes Road) on a new 0.6 ha (1.5 ac.) lot, shown as Part 1 on the applicant’s sketch, in Part of Lot 4, Concession 6 Gore, in the Community of Camden, be approved, subject to the following conditions: that the retained parcel comply with the regulations of the Chatham-Kent Zoning By-law;

- a) that the applicant demonstrate the septic system on the severed parcel is functioning in accordance with Municipal Protocol;**
- b) that the applicant pay \$100 for the cost associated with the apportionment of assessment under the Drainage Act related to the subject lands;**
- c) that a hard copy and AutoCAD.dwg version of the final reference plan projected to the NAD 83/UTM Zone 17N coordinate system be submitted to the Municipality; and,**
- d) that the necessary deed(s), transfer or charges be submitted in triplicate; signed and fully executed (no photo copies), prior to certification.”**

The Chair put the Motion

Committee Member	Vote
Kovacs	Yes
Aldous	Yes
Carter	Yes
Dunlop	Yes
Stevenson	Yes
Suitor	Absent

Yes Votes: 5
No Votes: 0

Carried

File A-55/20

Moved by Ken Stevenson, Seconded by Curtis Carter

“That the Committee of Adjustment approve Minor Variance application File A-55/20 in Part of Lot 4, Concession 6 Gore, in the Community of Camden, to provide relief from the Chatham-Kent Zoning By-law No. 216-2009, as amended, Section 5.21.2(b), Lot Area Minimum, to recognize the further reduction in lot area of the retained parcel from 20.2 ha (50.0 ac.) to 8.7 ha (21.6 ac.), be approved, without conditions.”

The Chair put the Motion

Committee Member	Vote
Kovacs	Yes
Aldous	Yes
Carter	Yes
Dunlop	Yes
Stevenson	Yes
Suitor	Absent

Yes Votes: 5

No Votes: 0

Carried

-
- (e) Applications for Consent (File B-93/20) & (File B-94/20)
CityView #PL202000197
Johannes Leonardus Maria, Cornelia Maria Denijs-Wammes,
Hendricus Albertus Maria Denijs & Mary Melania Denijs
14851 & 14971 Cleaves Line
Part of Lot 9, South Middle Road Concession
Community of Orford

The applicant, Johannes Leonardus Maria, Cornelia Maria Denijs-Wammes, Hendricus Albertus Maria Denijs & Mary Melania Denijs were noted as not being present at the meeting.

File B-93/20

Moved by Richard Dunlop, Seconded by Ken Stevenson

“That the Committee of Adjustment approve Consent application File B-93/20, to sever and convey an agricultural parcel, approximately 30.4 (75 ac.) in area, known as PIN: 00665-0028, shown as Severed Parcel #1 on the key map, in Part of Lot 9, South Middle Road Concession, in the Community of Orford, be approved, subject to the following condition:

- a) that the necessary deed(s), transfer or charges be submitted in triplicate; signed and fully executed (no photo copies), prior to certification.”**

The Chair put the Motion

Committee Member	Vote
Kovacs	Yes
Aldous	Yes
Carter	Yes
Dunlop	Yes
Stevenson	Yes

Committee Member	Vote
Suitor	Absent

Yes Votes: 5
No Votes: 0

Carried

File B-94/20

Moved by Richard Dunlop, Seconded by Ken Stevenson

“That the Committee of Adjustment approve Consent application File B-94/20, to sever and convey an agricultural parcel, approximately 50.6 ha (125 ac.) in area, known as PIN: 00665-0030, shown as Severed Parcel #2 on the key map, in Part of Lot 8 & 9, South Middle Road Concession, in the Community of Orford, be approved, subject to the following condition:

- a) that the necessary deed(s), transfer or charges be submitted in triplicate; signed and fully executed (no photo copies), prior to certification.”

The Chair put the Motion

Committee Member	Vote
Kovacs	Yes
Aldous	Yes
Carter	Yes
Dunlop	Yes
Stevenson	Yes
Suitor	Absent

Yes Votes: 5
No Votes: 0

Carried

- (f) Applications for Consent (File B-95/20) & (File B-99/20)
CityView #PL202000200
Alan & Jacqueline Van De Velde
26887 Baldoon Road
Part of Lot 34, East of Baldoon Road
Community of Dover

The applicant’s agent, David French, was noted as being present at the meeting.

File B-95/20

Moved by Curtis Carter, Seconded by Trevor Aldous

That the Committee of Adjustment approve Consent application File B-95/20 to sever a surplus dwelling on a new 0.44 ha (1.09 ac.) lot, shown as Parts 1 and 2 on the applicant’s sketch, in Part of Lot 34, East of Baldoon Road, in the Community of Dover,

together with a permanent easement over a portion of the surplus dwelling lot, shown as Part 2 on the applicant’s sketch, in favour of the retained agricultural lot, to permit the continued usage of the existing access from Baldoon Road, be approved, subject to the following conditions:

- a) that the applicant pay \$100 for the cost associated with the apportionment of assessment under the Drainage Act related to the subject lands;
- b) that the applicant demonstrate the septic system on the severed parcel is functioning in accordance with Municipal Protocol;
- c) that a hard copy and AutoCAD.dwg version of the final reference plan projected to the NAD 83/UTM Zone 17N coordinate system be submitted to the Municipality; and,
- d) that the necessary deed(s), transfer or charges be submitted in triplicate; signed and fully executed (no photo copies), prior to certification.”

The Chair put the Motion

Committee Member	Vote
Kovacs	Yes
Aldous	Yes
Carter	Yes
Dunlop	Yes
Stevenson	Yes
Suitor	Absent

Yes Votes: 5
No Votes: 0

Carried

File B-99/20

Moved by Curtis Carter, Seconded by Trevor Aldous

That the Committee of Adjustment approve Consent application File B-99/20, to establish a permanent easement over a portion of the retained agricultural lot, shown as Part 3 on the applicant’s sketch, in favour of the severed surplus dwelling lot, for access to an existing water well, be approved, subject to the following conditions:

- a) that a hard copy and AutoCAD.dwg version of the final reference plan projected to the NAD 83/UTM Zone 17N coordinate system be submitted to the Municipality; and,
- b) that the necessary deed(s), transfer or charges be submitted in triplicate; signed and fully executed (no photo copies), prior to certification.”

The Chair put the Motion

Committee Member	Vote
Kovacs	Yes
Aldous	Yes
Carter	Yes
Dunlop	Yes
Stevenson	Yes
Suitor	Absent

Yes Votes: 5

No Votes: 0

Carried

(g) Application for Minor Variance (A-42/20)
 CityView #PL2020000042
 Roman & Urszula
 26456 Richmond Road
 Part of Lot 8, Concession 11, Lot 7, Plan 409
 Community of Dover

The applicant, Roman Urszula, was noted as being present at the meeting.

File A-42/20

Administration reviewed two (2) written submissions received from the public on this application. Both submissions were in opposition to this proposal. The following were the concerns: (a) the location of the existing cottage was different from the original cottage and in contravention of the Zoning By-law; (b) a survey sketch was not obtained; and (c) the location of the balconies on the west side of the building resulted in loss of privacy to the neighbouring property.

Moved by Curtis Carter, Seconded by

“That the Committee of Adjustment refuse Minor Variance application File A-18/20, in Part of Lot 8, Concession 11; Lot 7, Plan 409, known as 26456 Richmond Road, in the Community of Dover, to provide relief from the Chatham-Kent Zoning By-law No. 216-2009, as amended, Section 4.39(f), Yard Encroachments, to permit a balcony to project into the existing front yard by 1.22 m (4 ft.) and into the existing interior side yard by 1.5 m (4.9 ft.), without conditions.”

The Committee gave the following reasons for its decision (a) the application took a consider amount of time and was not easy for the Committee; (b) there was never a survey or site plan done – was it a legal non-conforming use or not; (c) if it was not a legal non-conforming use then it was out of the mandate of the Committee; (d) poor planning decision on everyone’s part and (e) the applicant had other avenues to follow.

The Chair put the Motion

Committee Member	Vote
Kovacs	Yes

Committee Member	Vote
Aldous	Yes
Carter	Yes
Dunlop	Yes
Stevenson	Yes
Suitor	Absent

Yes Votes: 5

No Votes: 0

Carried

Hearing Of Changes To Conditions Of Provisional Consents:

None to Report.

Other Business:

None to Report.

Time, Date And Place For Next Meeting Of The Committee:

9:00 a.m., December 17, 2020

Adjournment:

Moved by Ken Stevenson, Seconded by Curtis Carter

“That the Committee of Adjustment Citizen Panel adjourn at 9:52 a.m.”

The Corporation Of The Municipality Of Chatham-Kent

**Committee of Adjustment – Citizen Panel
Electronic Meeting**

December 17, 2020 - 9:00 a.m.

The Committee of Adjustment convened through electronic meeting on the above date with the following members present: Chair – Jim Kovacs, Members – Trevor Aldous, Curtis Carter, Richard Dunlop and Ken Stevenson

Regrets: Nathaniel Sutor

Administration present were Ryan Jacques, Director; Anthony Jas, Planner I; and Wendy McFadden, Administrative Assistant, Planning Services

Provision for Disclosure of Conflict Of Interest and the General Nature Thereof:

The Chair asked if any member had a conflict of interest with any of the applications on the agenda, in accordance with *The Municipal Conflict of Interest Act*.

There were no conflicts of interested noted.

Business Arising From the Minutes:

None

Hearing of Applications:

- (a) Application for Consent (File B-82/20) & (File B-83/20)
& (File B-84/20) & (File B-91/20) & Minor Variance (File A-50/20)
CityView #PL202000184
Alana Fox
26074 St. Clair Road & 8581 Dover Centre Line
Part of Lot 26, East of Baldoon Road
Community of Dover

The applicant's agent, David French, was noted as being present at the meeting.

File B-82/20

Administration reviewed the one (1) written submission received from the public on this application. This submission was in opposition to this proposal. The following summarizes the general nature of the concerns raised: (a) felt it did not meet the provincial standards of only one lot per 50 acres severance; (b) the right-of-away of the retained parcel met up with their front lawn and given the size of the machinery used could lead to turning to and from the parcel onto the house lot across the road; and (c) land use as agricultural designation and implications may bring from noise and possible animal smells if left zoned as an agricultural designation.

Administration noted that the St. Clair Region Conservation Authority was circulated for comments. Typically, any comments would be part of the planning report however these

comments came in after the report was drafted and therefore would be reviewed with the Committee now. Administration also acknowledged that the Planner for the St. Clair Region Conservation Authority, Laura Biancolin, was present at the meeting.

St. Clair Region Conservation Authority noted the following:

- Consistency with Section 3.1 of the PPS was not demonstrated for Consent application B-83/20 and the associated Minor Variance application A-5/20.
- Consistency with Section 3.1 of the PPS could be demonstrated for Consent applications B-82/20, B-84/20 and B-91/20.
- Ontario Regulation 171/06 did apply to the subject properties. A permit from the Conservation Authority would be required prior to any development taking place within the regulated areas.
- The subject site was located within an area that was subject to the policies contained in the Source Water Protection Plan.

Administration also noted the Drainage department for the Municipality of Chatham-Kent was consulted and indicated no concerns for the overall proposal.

Ken Stevenson questioned if the applicant owned the abutting parcel at 8388 Green Valley Line. Administration noted that the applicant did not own 8388 Green Valley Line. Ken Stevenson noted severed Parcel 2 was a vacant parcel and questioned whether this parcel could be built on in the future. Administration noted construction of a residential dwelling was a permitted use.

Jim Kovacs noted that the severed Parcel 2 would require approval from the Conservation Authority to develop. David French indicated the applicant was aware that permits from the Conservation Authority would be required for any development to occur.

Moved by Richard Dunlop, Seconded by Trevor Aldous

“That the Committee of Adjustment approve Consent application File B-82/20 to sever and convey a portion of land, approximately 21.0 ha (51.9 ac.) in area, shown as Part 8 on the applicant’s sketch, in Part of Lot 26, East of Baldoon Road, in the Community of Dover, as a lot addition, be approved, subject to the following conditions:

- a) that the lot addition to be severed, shown as Part 8, on the applicant’s sketch, be conveyed to the owner of the abutting parcel, shown as Part 9 on the applicant’s sketch (8388 Green Valley Line / PIN 00768-0071) and Section 50(3 or 5) of the Planning Act applies to any subsequent conveyance of or transaction involving the parcel of land that is subject of this consent;**
- b) that a hard copy and AutoCAD.dwg version of the final reference plan projected to the NAD 83/UTM Zone 17N coordinate system be submitted to the Municipality; and,**
- c) that the necessary deed(s), transfer or charges be submitted in triplicate; signed and fully executed (no photo copies). It will be necessary to allow up to three (3) working days after all conditions have been fulfilled and documentation filed for the issuance of the Certificate (stamping of deeds).”**

The Chair put the Motion

Committee Member	Vote
Kovacs	Yes
Aldous	Yes
Carter	Yes
Dunlop	Yes
Stevenson	Yes
Suitor	Absent

Yes Votes: 5

No Votes: 0

Carried

File B-83/20

Moved by Richard Dunlop, Seconded by Trevor Aldous

“That the Committee of Adjustment approve Consent application File B-83/20 to sever and convey a new agricultural parcel, approximately 0.65 ha (1.6 ac.) in area, shown as Part 3 & 4 on the applicant’s sketch, in Part of Lot 24, Concession 11, in the Community of Dover, be approved, subject to the following conditions:

- a) that the severed parcel comply with the regulations of the Chatham-Kent Zoning By-law;**
- b) that the applicant pay \$100 for the cost associated with the apportionment of assessment under the Drainage Act related to the subject lands;**
- c) that the existing dwelling located at 26074 St. Clair Road be removed to the satisfaction of the Municipality;**
- d) that a hard copy and AutoCAD.dwg version of the final reference plan projected to the NAD 83/UTM Zone 17N coordinate system be submitted to the Municipality; and,**
- e) that the necessary deed(s), transfer or charges be submitted in triplicate; signed and fully executed (no photo copies). It will be necessary to allow up to three (3) working days after all conditions have been fulfilled and documentation filed for the issuance of the Certificate (stamping of deeds).”**

The Chair put the Motion

Committee Member	Vote
Kovacs	Yes
Aldous	Yes
Carter	Yes
Dunlop	Yes
Stevenson	Yes

Committee Member	Vote
Suitor	Absent

Yes Votes: 5

No Votes: 0

Carried

File B-84/20

Moved by Richard Dunlop, Seconded by Trevor Aldous

“That the Committee of Adjustment approve Consent application File B-84/20 to sever a surplus dwelling (8561 Dover Centre Line) on a new 0.65 ha (1.6 ac.) lot, shown as Part 6 on the applicant’s sketch, in Part of Lot 24, Concession 11, in the Community of Dover, be approved, subject to the following conditions:

- a) **Consent application Files B-82/20 and B-83/20 be finally approved and a copy of the registered transfers be submitted to the Municipality;**
- b) **that the applicant demonstrate the septic system on the severed parcel is functioning in accordance with Municipal Protocol;**
- c) **that a hard copy and AutoCAD.dwg version of the final reference plan projected to the NAD 83/UTM Zone 17N coordinate system be submitted to the Municipality; and,**
- d) **that the necessary deed(s), transfer or charges be submitted in triplicate; signed and fully executed (no photo copies). It will be necessary to allow up to three (3) working days after all conditions have been fulfilled and documentation filed for the issuance of the Certificate (stamping of deeds).”**

The Chair put the Motion

Committee Member	Vote
Kovacs	Yes
Aldous	Yes
Carter	Yes
Dunlop	Yes
Stevenson	Yes
Suitor	Absent

Yes Votes: 5

No Votes: 0

Carried

File B-91/20

Moved by Richard Dunlop, Seconded by Trevor Aldous

“That the Committee of Adjustment approve Consent application File B-91/20 to convey an agricultural parcel, approximately 41.6 ha (102.8 ac.) in area, shown as Part 1, 2, 5 & 7

on the applicant’s sketch, in Part of Lot 24, Concession 11, in the Community of Dover, be approved, subject to the following conditions:

- a) Consent application File B-84/20 be finally approved and a copy of the registered transfer be submitted to the Municipality;
- b) that a hard copy and AutoCAD.dwg version of the final reference plan projected to the NAD 83/UTM Zone 17N coordinate system be submitted to the Municipality; and,
- c) that the necessary deed(s), transfer or charges be submitted in triplicate; signed and fully executed (no photo copies). It will be necessary to allow up to three (3) working days after all conditions have been fulfilled and documentation filed for the issuance of the Certificate (stamping of deeds).”

The Chair put the Motion

Committee Member	Vote
Kovacs	Yes
Aldous	Yes
Carter	Yes
Dunlop	Yes
Stevenson	Yes
Suitor	Absent

Yes Votes: 5

No Votes: 0

Carried

File A-50/20

Moved by Richard Dunlop, Seconded by Trevor Aldous

“That the Committee of Adjustment approve Minor Variance application File A-50/20 in Part of Lot 24, Concession 11, in the Community of Dover, to provide relief from the Chatham-Kent Zoning By-law No. 216-2009, as amended, Section 5.21.2(b), Lot Area Minimum, to reduce the lot area of the severed parcel from 20 ha (49.4 ac.) to 0.65 ha (1.6 ac.), be approved, without conditions.”

The Chair put the Motion

Committee Member	Vote
Kovacs	Yes
Aldous	Yes
Carter	Yes
Dunlop	Yes
Stevenson	Yes
Suitor	Absent

Yes Votes: 5

No Votes: 0

- (b) Applications for Consent (File B-96/20) & (File B-97/20)
& Minor Variance (File A-62/20)
CityView # PL202000201
Foxburg Enterprises Inc.
26077 St. Clair Road
Part of Lot 1, Concession 11
Community of Chatham Township

The applicant's agent, David French, was noted as being present at the meeting.

File B-96/20

Ken Stevenson questioned whether the first line in the Background section on page 2 of the Planning Report dated November 26, 2020 should read the "northeast" side instead of the "northwest" side. Administration noted that was correct the report should read the "northeast" side.

Moved by Ken Stevenson, Seconded by Curtis Carter

"That the Committee of Adjustment approve Consent application File B-96/20 to create a permanent easement, for access over Part 3 on the applicant's sketch (26079 St. Clair Road), in favour of Parts 1 & 2 on the applicant's sketch, in Part of Lot 1, Concession 11, in the Community of Chatham (Township), be approved, subject to the following conditions:

- a) that a hard copy and AutoCAD.dwg version of the final reference plan projected to the NAD 83/UTM Zone 17N coordinate system be submitted to the Municipality; and,
- b) that the necessary deed(s), transfer or charges be submitted in triplicate; signed and fully executed (no photo copies). It will be necessary to allow up to three (3) working days after all conditions have been fulfilled and documentation filed for the issuance of the Certificate (stamping of deeds)."

The Chair put the Motion

Committee Member	Vote
Kovacs	Yes
Aldous	Yes
Carter	Yes
Dunlop	Yes
Stevenson	Yes
Suitor	Absent

Yes Votes: 5
No Votes: 0

File B-97/20

Moved by Ken Stevenson, Seconded by Curtis Carter

“That the Committee of Adjustment approve Consent application File B-97/20 to sever a surplus dwelling (26077 St. Clair Road) on a new 0.55 ha (1.36 ac.) lot, shown as Parts 1 & 2 on the applicant’s sketch in Part of Lot 1, Concession 11, in the Community of Chatham (Township), and to permit a partial discharge of the existing mortgage, be approved, subject to the following conditions:

- a) that Consent application File B-96/20 be finally approved and a copy of the registered transfer be submitted to the Municipality;**
- b) that the retained parcel comply with the regulations of the Chatham-Kent Zoning By-law;**
- c) that the applicant obtain an entrance permit from the Ontario Ministry of Transportation to define the use of the Highway 40 residential entrance, and that the applicant provide documentation confirming permit issuance for the entrance;**
- d) that a 0.3m reserve along the entire highway frontage, with the exception of a 10 m opening for mutual access, be conveyed to the Ontario Ministry of Transportation free of charge and clear of all encumbrances, and that the transfer confirming ownership of the reserve be submitted to the Municipality;**
- e) that the applicant demonstrate the septic system on the severed parcel is functioning in accordance with Municipal Protocol;**
- f) that the applicant pay \$100 for the cost associated with the apportionment of assessment under the Drainage Act related to the subject lands;**
- g) that a hard copy and AutoCAD.dwg version of the final reference plan projected to the NAD 83/UTM Zone 17N coordinate system be submitted to the Municipality; and,**
- h) that the necessary deed(s), transfer or charges be submitted in triplicate; signed and fully executed (no photo copies). It will be necessary to allow up to three (3) working days after all conditions have been fulfilled and documentation filed for the issuance of the Certificate (stamping of deeds).”**

The Chair put the Motion

Committee Member	Vote
Kovacs	Yes
Aldous	Yes
Carter	Yes
Dunlop	Yes
Stevenson	Yes

Committee Member	Vote
Suitor	Absent

Yes Votes: 5
No Votes: 0

Carried

File A-62/20

Moved by Ken Stevenson, Seconded by Curtis Carter

“That the Committee of Adjustment approve Minor Variance application File A-62/20, in Part of Lot 1, Concession 11, in the Community of Chatham (Township), to provide relief from the Chatham-Kent Zoning By-law No. 216-2009, as amended, Section 5.21.2(b), Lot Area Minimum, to reduce the lot area of the retained parcel from 20 ha (49.4 ac.) to 19.88 ha (49.14 ac.), be approved, without conditions.”

The Chair put the Motion

Committee Member	Vote
Kovacs	Yes
Aldous	Yes
Carter	Yes
Dunlop	Yes
Stevenson	Yes
Suitor	Absent

Yes Votes: 5
No Votes: 0

Carried

- (c) Application for Consent (File B-85/20) & (File B-86/20)
& Minor Variance (File A-51/20)
CityView #PL202000185
John & Carol Dieleman
11391 & 11427 Northwood Line
Part of Lot 22, Concession 1, River Thames Survey
Community of Harwich

The applicant was noted as not being present at the meeting.

File B-85/20

Moved by Curtis Carter, Seconded by Richard Dunlop

“That the Committee of Adjustment approve Consent application File B-85/20 to sever and convey a new agricultural parcel, approximately 25.21 ha (62.31 ac.) in area, shown as Part 2 on the applicant’s sketch, in Part of Lot 22, Concession 1, River Thames Survey, in the Community of Harwich, together with an easement over Part 7, in favour of

the severed parcel, for access to existing underground hydro infrastructure, and to permit a partial discharge of the existing mortgage, be approved, subject to the following conditions:

- a) that the existing outbuilding located on the severed parcel, labelled “barn” on the applicant’s sketch, be removed to the satisfaction of the Municipality, and that the applicant provide documentation confirming removal of the structure;
- b) that all outstanding local improvement charges be paid in full to the satisfaction of the Municipality, and that the applicant provide documentation confirming the payment;
- c) that a hard copy and AutoCAD.dwg version of the final reference plan projected to the NAD 83/UTM Zone 17N coordinate system be submitted to the Municipality; and,
- d) that the necessary deed(s), transfer or charges be submitted in triplicate; signed and fully executed (no photo copies). It will be necessary to allow up to three (3) working days after all conditions have been fulfilled and documentation filed for the issuance of the Certificate (stamping of deeds).”

The Chair put the Motion

Committee Member	Vote
Kovacs	Yes
Aldous	Yes
Carter	Yes
Dunlop	Yes
Stevenson	Yes
Suitor	Absent

Yes Votes: 5

No Votes: 0

Carried

File B-86/20

Moved by Curtis Carter, Seconded by Richard Dunlop

“That the Committee of Adjustment approve Consent application File B-86/20 to sever and convey a new agricultural parcel, approximately 6.9 ha (17.06 ac.) in area, shown as Part 1 on the applicant’s sketch, in Part of Lot 22, Concession 1, River Thames Survey, in the Community of Harwich, and to permit a partial discharge of the existing mortgage, be approved, subject to the following conditions:

- a) that the severed and retained parcels comply with the regulations of the Chatham-Kent Zoning By-law;
- b) that a hard copy and AutoCAD.dwg version of the final reference plan projected to the NAD 83/UTM Zone 17N coordinate system be submitted to the Municipality; and,

- c) that the necessary deed(s), transfer or charges be submitted in triplicate; signed and fully executed (no photo copies). It will be necessary to allow up to three (3) working days after all conditions have been fulfilled and documentation filed for the issuance of the Certificate (stamping of deeds).”

The Chair put the Motion

Committee Member	Vote
Kovacs	Yes
Aldous	Yes
Carter	Yes
Dunlop	Yes
Stevenson	Yes
Suitor	Absent

Yes Votes: 5

No Votes: 0

Carried

File A-51/20

Moved by Curtis Carter, Seconded by Richard Dunlop

“That the Committee of Adjustment approve Minor Variance application File A-51/20 in Part of Lot 22, Concession 1, River Thames Survey and in Part of Lot 23, Concession 2, River Thames Survey, in the Community of Harwich, to provide relief from the Chatham-Kent Zoning By-law No. 216-2009, as amended, Section 5.21.2(b), Lot Area Minimum, to:

- i. reduce the minimum lot area of the severed parcel from 20 ha (49.4 ac) to 6.9 ha (17.06 ac.); and,
- ii. reduce the minimum lot area of the retained parcel from 20 ha (49.4 ac) to 5.7 ha (14.01 ac.), be approved, without conditions.”

The Chair put the Motion

Committee Member	Vote
Kovacs	Yes
Aldous	Yes
Carter	Yes
Dunlop	Yes
Stevenson	Yes
Suitor	Absent

Yes Votes: 5

No Votes: 0

Carried

- (d) Application for Minor Variance (File A-53/20)

CityView #PL202000193
Dennis Craievich
165 Emma Street
Part of Lot 3, Block 11, Plan 8
Community of Chatham

The applicant, Dennis Craievich, was noted as being present at the meeting.

File A-53/20

Administration reviewed the one (1) written submission received from the public on this application. This submission was in opposition to this proposal. The following summarizes the general nature of the concerns raised: (a) the minor variance would be detrimental to the neighbourhood; (b) the aging drainage and sewers on the street would not support the additional usages; (c) due to the age of the homes on the street, fear that the use of heavy equipment during construction will crack basement walls and plaster; (d) traffic to the hospital and bus traffic would be impeded due to the heavy equipment; (e) parking issues; and (f) the removal of a large maple tree at the front of the subject property.

Trevor Aldous noted the key map in the planning report dated November 13, 2020 showed an outbuilding on the abutting property and it appeared the existing driveway was used to access this outbuilding. Mr. Aldous questioned if this driveway would also be used for the subject property. Administration noted the lines on the key map were skewed. The existing garage was fully contained on the abutting property and the subject property would be accessed by a new driveway.

Richard Dunlop questioned whether the garage roof located on the abutting property overhung onto the subject property. Dennis Craievich indicated the lot was fully fenced and noted the garage was 100% on the neighbouring property.

Moved by Ken Stevenson, Seconded by Curtis Carter

“That the Committee of Adjustment approve Minor Variance application File A-53/20, in Part of Lot 3, Block 11, Plan 8, in the Community of Chatham (City), to provide relief from the Chatham-Kent Zoning By-law No. 216-2009, as amended, Section 5.1.2(b), Interior Side Yard Width Minimum, to reduce the easterly interior side yard setback from 3.05 m (10 ft.) to 1.22 m (4 ft.), to facilitate the development of a new duplex dwelling, be approved, without conditions.”

The Chair put the Motion

Committee Member	Vote
Kovacs	Yes
Aldous	Yes
Carter	Yes
Dunlop	Yes
Stevenson	Yes
Suitor	Absent

Yes Votes: 5
No Votes: 0

Carried

-
- (e) Application for Minor Variance (File A-57/20)
CityView #PL202000203
Peter & Ann Fisher
11560 Bates Line
Lot 2, Plan 406, Part of Second Avenue &
Part of Road Allowance in front of Lot 1
Community of Harwich

The applicant was noted as not being present at the meeting.

File A-57/20

Moved by Richard Dunlop, Seconded by Ken Stevenson

“That the Committee of Adjustment approve Minor Variance application File A-57/20, concerning Lot 2, Plan 406, Part of Second Avenue & Part of Road Allowance in Front of Lot 1, known as 11560 Bates Line, to provide relief from the Chatham-Kent Zoning By-law No. 216-2009, as amended, Special Zone Provision No. 847, to allow the encroachment of a new 521 sq. m (5,608 sq. ft.) single detached dwelling, as shown on the Applicant’s Sketch, be approved, without conditions.”

The Chair put the Motion

Committee Member	Vote
Kovacs	Yes
Aldous	Yes
Carter	Yes
Dunlop	Yes
Stevenson	Yes
Suitor	Absent

Yes Votes: 5
No Votes: 0

Carried

-
- (f) Application for Minor Variance (File A-58/20)
CityView #PL202000207
Pauline Zimmer
21621 Adams Crescent
Lot 33, Plan 820
Community of Harwich

The applicant, Pauline Zimmer, was noted as being present at the meeting.

File A-58/20

Moved by Curtis Carter, Seconded by Trevor Aldous

That the Committee of Adjustment approve Minor Variance application File A-58/20, in Lot 33, Plan 820, in the Community of Harwich, to provide relief from the Chatham-Kent Zoning By-law No. 216-2009, as amended, Section 5.5.2 (b), Rear Yard Depth Minimum, to reduce the rear yard setback from 12 m (39.37 ft.) to 6.2 m (20.34 ft.), to permit a new addition to the existing dwelling, be approved, without conditions.”

The Chair put the Motion

Committee Member	Vote
Kovacs	Yes
Aldous	Yes
Carter	Yes
Dunlop	Yes
Stevenson	Yes
Suitor	Absent

Yes Votes: 5
No Votes: 0

Carried

(g) Application for Minor Variance (A-60/20)
CityView #PL202000209
Wayne Dale & Jennifer Andrusiak
435 McNaughton Avenue East
Part of Lot 3, Concession 2 (Chatham)
Community of Chatham

The applicant, Wayne Dale, was noted as being present at the meeting.

Administration reviewed the one (1) written submission received from the public on this application. This submission was in opposition to this proposal. The following summarized the general nature of the concerns raised: The written submission noted that it was an unusually large structure for a garage and had no objection provided it was used only for the personal storage of recreational and personal vehicles by the current and any future owners of the property. It was noted he would object if used to conduct any type of commercial business.

File A-60/20

Jim Kovacs noted the recommendation was to approve without conditions and questioned whether the recommendation should include that the current garage be demolish as a condition. Administration noted that if the new garage was constructed and the existing garage was not demolished it would exceed the 11.5 % lot coverage and therefore building permits would not be issued.

Moved by Curtis Carter, Seconded by Richard Dunlop

“That the Committee of Adjustment approve Minor Variance application File A-60/20, in Part of Lot 3, Concession 2 (Chatham), in the Community of Chatham (City), to provide relief from the Chatham-Kent Zoning By-law No. 216-2009, as amended, Section 4.2(2), Accessory Uses, Lot Coverage, to increase the total lot coverage of all accessory buildings or structures from 10% to 11.5%, to permit the construction of a 13.4 m x 6.1 m (44 ft. x 20 ft.) detached garage on the property, be approved, without conditions.”

The Chair put the Motion

Committee Member	Vote
Kovacs	Yes
Aldous	Yes
Carter	Yes
Dunlop	Yes
Stevenson	Yes
Suitor	Absent

Yes Votes: 5

No Votes: 0

Carried

Hearing Of Changes To Conditions Of Provisional Consents:

None to Report.

Other Business:

None to Report.

Time, Date And Place For Next Meeting Of The Committee:

9:00 a.m., January 21, 2021

Adjournment:

Moved by Ken Stevenson, Seconded by Curtis Carter

“That the Committee of Adjustment Citizen Panel adjourn at 9:55 a.m.”

▲
Back to Top

Municipality Of Chatham-Kent
Community Human Services
Employment and Social Services/Housing Services
Information Report

To: Mayor and Members of Council

From: Polly Smith, Director, Employment and Social Services
Ray Harper, Director, Housing Services

Date: January 4, 2021

Subject: Housing and Homelessness in 2020 and 2021

Background

Affordability and Housing Stock

The purpose of this report is to provide information on the current state of housing and homelessness in Chatham-Kent and related strategies for 2021 by the Employment and Social Services (ESS) and Housing Services (HS) divisions. As the document is somewhat lengthy, the background section provides program information, data, outcomes and issues faced by the community, and the comments section provides some solutions based on the Housing and Homelessness Community Plan 2020-2024 previously approved by Council. Both sections follow the order of the housing continuum.

Ontario's Housing Continuum



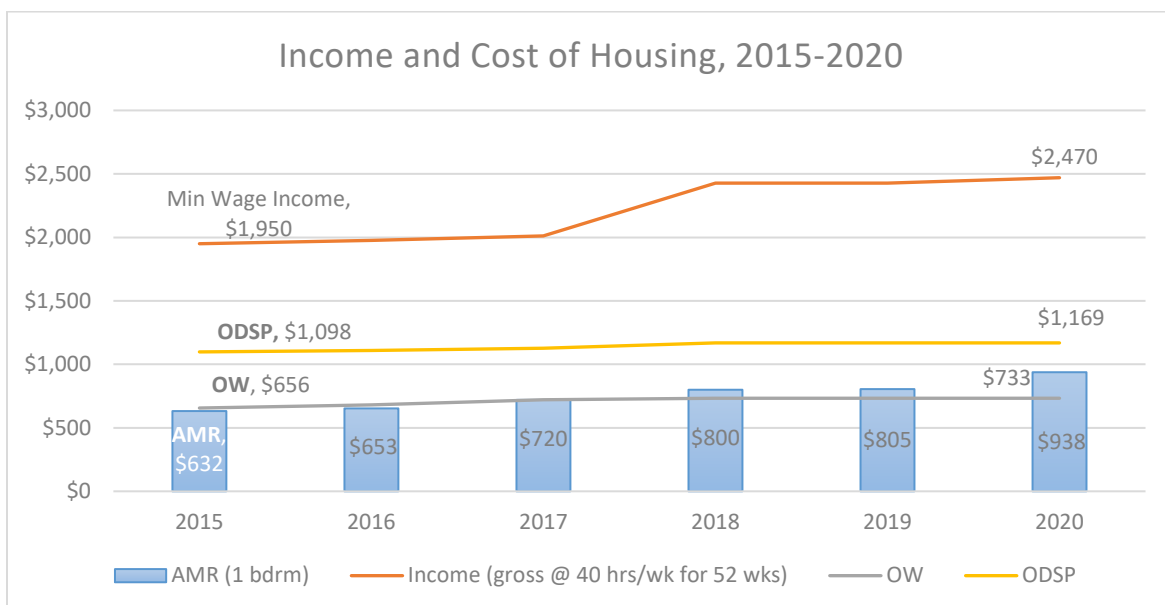
Chatham-Kent is known as a close-knit and caring community. This has been demonstrated during the pandemic by food drives and new groups working to help the homeless. What isn't often discussed is the level of need behind these good works. Census Canada reported in the 2016 survey that one in six residents of Chatham-Kent

and one in five children in Chatham-Kent live in poverty. It is expected that job and business losses have increased this number, leaving more people to have to decide between rent and food.

Feed Ontario reported in their November 2020 Hunger Report that food bank use was on the rise before COVID-19, and with the onset of the pandemic saw a 26% increase in first time visitors. The report further cites the underlying cause of this increase being social assistance rates and wages that have not kept up with inflation.

At the same time, Chatham-Kent has a shortage of affordable housing, and market rents have increased astronomically. In 2020, average market rent for a one-bedroom unit was \$938, 48% over 2015 rates. This number does not include the costs for heat or hydro, which has become a common additional expense, as all-inclusive rentals are less common. In the same five year span, minimum wage increased by only 24%, Ontario Works assistance increased by only 13% and Ontario Disability Support Program increased by 10%. People who were already low income and struggling financially were in further risk of homelessness and food insecurity due to these changes.

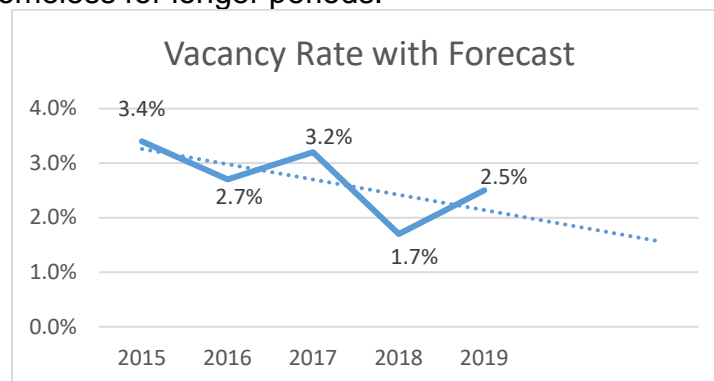
For housing to be considered affordable, it must cost less than 30% of a household's gross (before tax) income. A single person receiving Ontario Works assistance receives \$733 per month, for food, all personal needs, rent, and utilities. Affordable rent would need to be below \$219.90 per month. Simply put, single adults receiving Ontario works can no longer afford market rent and there are currently 1,246 single adults supported by Ontario Works in Chatham-Kent. A person working 40 hours a week at a minimum wage job would receive gross wages of \$2,468/month, so their maximum housing costs would need to be under \$740/month. Chatham-Kent average income levels are below the provincial average, so as the cost of living rises it will impact a greater number of Chatham-Kent residents. Both working people and those who are not able to work (including seniors) are in long-term need of affordable housing.



As was seen at the beginning of the pandemic, vulnerable and lower income people were hit hardest. Individuals who were living on low wages lost their jobs or had their hours cut. Many people had to stay home to watch children who could not go to school or childcare. These issues have continued for nearly a year and for people already living in poverty, recovering financially, even with \$8,000 in CERB payments, is unlikely to occur anytime soon. The economic recovery in Ontario is expected to be in the form of a “k-curve” with groups like professionals, some older Ontarians, and homeowners doing fairly well while hourly (lower wage) workers, young people, low income seniors, and people in poverty do not have the same opportunities for recovery. Ultimately, these groups are disproportionately impacted and are at higher risk of homelessness. Living on reduced wages and unemployment insurance still leaves many in the low-income earner category with lack of access to affordable housing in Chatham-Kent.

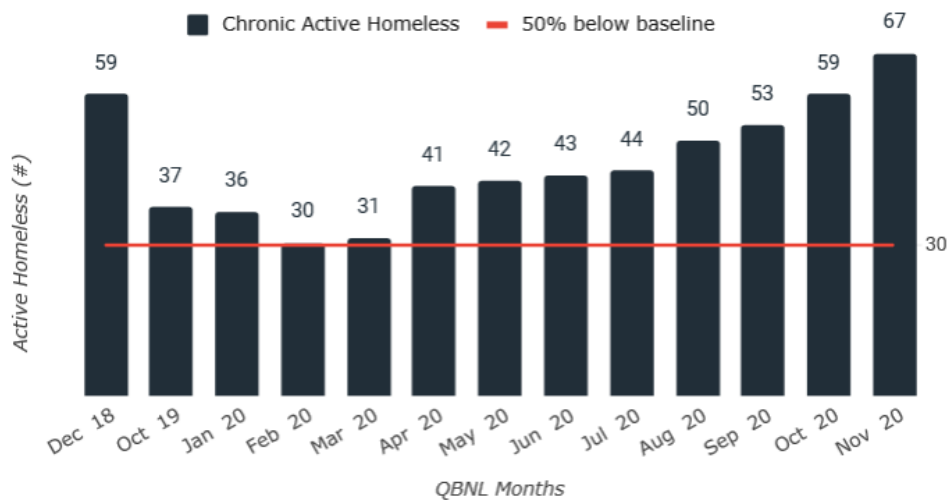
In the past year, Chatham-Kent has seen a substantial increase in the number of people experiencing homelessness. At the time of writing this report, there were 135 individuals and at least two families experiencing homelessness. This is a 28.7% increase in total homelessness when compared to January 2020. These individuals are currently staying in emergency housing, temporarily on someone’s floor or couch, or living rough. It is believed that the pandemic forced many people who were hidden homeless out of overcrowded accommodations. Employment and Social Services also saw a number of families become homeless for the first time, where families lost accommodations that were shared with other families or due to affordability issues. In November 2020 ESS reported a record high of 158 individuals experiencing homelessness during the month.

Every year the Canadian Mortgage and Housing Corporation releases the previous year’s vacancy rate. This number helps to understand the current market - a low vacancy rate means there is little available rental housing while a high vacancy rate indicates that there is a surplus. Chatham-Kent showed a vacancy rate of 2.5% in 2019 which contributed to the ability to make strong reductions in homelessness. It is not yet known what the vacancy rate was for 2020, but projections expect it to fall below 2%. This low vacancy rate combined with increased cost of living will contribute to those homeless being homeless for longer periods.



Chronic Homelessness in Chatham-Kent

In 2019 Employment and Social Services along with community partners were making considerable progress on eliminating chronic homelessness in the community.



The graph above shows that in February of 2020 the number of people who were homeless for six months or more was at the lowest it had been since Chatham-Kent started recording this information (30). Beginning in March 2020, this number began to increase steadily as the number of people in Chatham-Kent who were precariously housed suddenly found themselves homeless. This number has continued to increase in the months following as a result of the number of people who became homeless in March and April hitting the six month period of their homelessness.

Chatham-Kent is not alone in seeing these large increases in chronic homelessness. London, Ontario has a reported chronically homeless population of 341 unique individuals. One year ago, they were reporting 269 individuals (72 less). Kawartha-Lakes Haliburton is a similar community to Chatham-Kent in size and mix of rural/urban residents. In February of 2020, they reported having 45 chronically homeless individuals in their community. In their most recent report (November 2020), they have reported 92 chronically homeless individuals. Although data at a provincial level does not exist, it is clear from media coverage and anecdotal information that the pandemic has led to significant increases in homelessness.

Individuals experiencing long-term (chronic) homelessness are prioritized because, in short, they need support the most to return to stable housing. The research is clear that an individual's social, health and economic outcomes dramatically decline the longer they remain homeless and the greater the cost is to the community to address their needs. A lack of access to preventive and primary health services (due to having no housing) leads to a reliance on emergency services to address new and worsening mental and physical health conditions. The daily stigma and social exclusion faced by individuals experiencing homelessness results in a reliance on anti-social behaviors to

meet their basic needs of housing, food, health, and social belonging. This in turn puts individuals at an increased likelihood of engagement with high-cost police and corrections services. Cumulatively, these dramatic outcomes make securing and maintaining long-term housing, without intensive supports, very difficult.

Housing First

Chatham-Kent is a 'Housing First' community. This means that homelessness is seen as primarily a housing issue. Rather than asking individuals to attend treatment, show sobriety, or complete programming to qualify for housing, staff instead work with local landlords to match individuals first to housing, then wrap supports around them to maintain housing. Housing First is the only methodology that has been able to demonstrate measureable success in addressing chronic homelessness. This does not mean that emergency sheltering or transitional housing are not needed. The lack of available affordable housing and increased need has created a backlog in the community and individuals need a safe place to live while applying to rental housing options.

Employment and Social Services and community partners operate three Supportive Housing First programs for chronically homeless individuals. These programs are Canadian Mental Health Association (CMHA) Intensive Case Management (ICM) program for high acuity adults, Homes 4 Youth for homeless and at-risk youth, and Ontario Works ICM. These programs provide the highest level of support for those in need and they have shown measureable reductions in homelessness. Even with these supports in place along with partnerships with private landlords, it could take up to three months to secure housing. With the current low vacancy rate, high cost of living, and incredibly low rates of social assistance, securing housing is taking longer and is becoming more challenging.

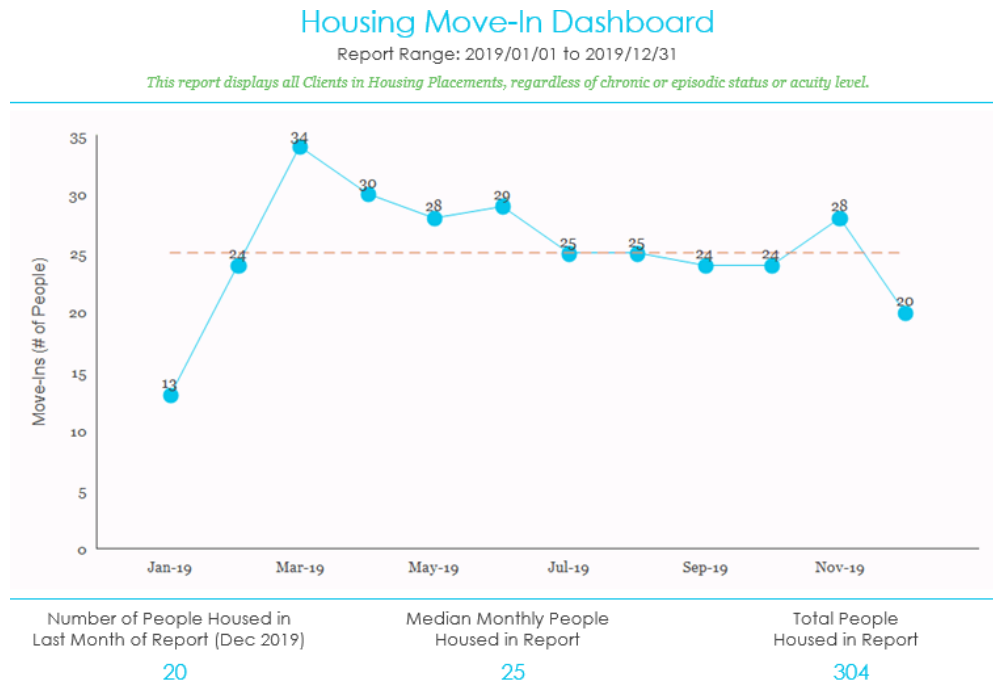
Housing Placements

ESS and CK CARES partners deliver a number of additional programs that help people who are homeless or are at extreme risk of homelessness to find and secure long-term housing. These programs have historically done well in securing a high number of housing placements and as such has helped reduce the number of homeless in the community.

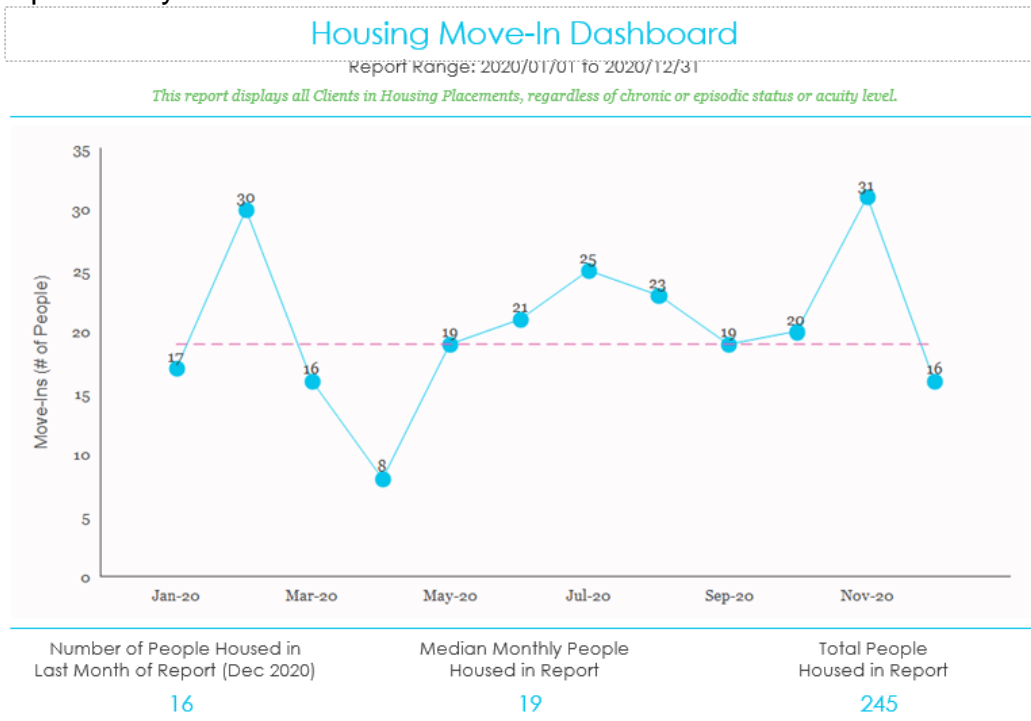
ESS and CK CARES Partners currently deliver the following programs:

- Chatham-Kent Shelter Solutions
- Community Relations Program
- Rapid Rehousing Program
- Ontario Works ICM Program (Portable Housing Benefits)
- CMHA ICM Program
- Homes 4 Youth
- Survivors of Domestic Violence Portable Housing Benefit
- CK Renovates

As shown in the graph below, these programs averaged 25 new housing placements per month in 2019.



2020 has proven challenging for the reasons listed above but also because it has become very difficult to find and secure housing during provincially mandated lockdowns. There has been an average of 19 housing placements a month, a drop from 25 in the previous year.



As lockdowns continue, it can be expected that the homeless population will grow as more people fall into homelessness and less escape it each month.

Emergency housing is needed in order to bridge the growing gap between being homeless and securing housing. Emergency housing provides a safe place for community members to meet with trained professionals who are working to secure housing and connect them with supports. Unless costs decrease and the vacancy rate increases, it will continue to be impossible to house individuals immediately after falling into homelessness.

2020 Provincial Response to Pandemic Impact on Municipalities

The Ontario's Ministry of Municipal Affairs and Housing issued Social Services Relief Funds to municipalities to assist with emergency housing related needs, personal protective equipment, and food insecurity. Employment and Social Services is administering \$3,390,589 in funds that arrived in three phases - all to be used by March 31, 2021. As phases two and three were unexpected, and phase three arrived in December 2020, the priorities were funding temporary emergency housing, homelessness prevention, first and last month's rent, food security programs, personal protective equipment, and cleaning supplies.

Prior to the pandemic, motels were used to shelter people until stable housing could be secured. For years this worked fairly well, but as people's needs were not being met due to capacity issues in other systems, this system began to break down, with many people being banned from motels, and motels having limited to no vacancy. This problem increased exponentially during the onset of the pandemic when many non-profit type support systems closed and people were turned out of over-crowded accommodations due to the virus. By May of 2020, Chatham-Kent had over 100 people on any given night without accommodations and with nowhere to go even to use a washroom.

The temporary isolation shelter at the John D. Bradley Center was set up as no hotels or motels would provide additional rooms for those who needed it. Further, other organizations that had experience housing or sheltering people either had no capacity or were not interested in providing additional sheltering services. The Emergency Isolation Center was setup in response to COVID-19, with a primary focus on providing a safe emergency setting for people to isolate. Partners like Canadian Mental Health Association (CMHA), Chatham-Kent Health Alliance (CKHA), CK Public Health, and ROCK Missions worked together to ensure basic needs were met and services for mental health and addictions were available.

The John D. Bradley Center allowed for an emergency model that responded well to the pandemic needs, however, it came with limitations. Together with colleagues from Canadian Alliance to End Homelessness and ORG Code, ESS staff began developing a shelter model that was more in line with securing long-term housing. Shelters are not homes and should not be viewed this way.

The John D. Bradley Center was not a viable long term solution, and when another location could not be found hotels and motels were again explored. The majority of the motels that ESS previously relied on were full with monthly tenants. One local hotel came forward as they had positive experiences with providing rooms for homelessness programming in other cities. This partnership led to the creation of the Chatham-Kent Emergency Rapid Rehousing Program.

The Chatham-Kent Emergency Rapid Re-Housing Program (CKERRP) model

CKERRP is a housing focused emergency housing program following five principles:

1. Homelessness is first and foremost a housing problem.
2. Homelessness should be rare, brief, and non-recurring.
3. Permanent housing is a human right.
4. Housing is harm reduction.
5. Maintaining high professional standards ensures quality services which in turn ensures sustainable positive outcomes.

CKERRP is currently operated and staffed by ESS, operating 24 hours a day seven days a week. Every request and interaction is viewed as an opportunity to engage a participant in a housing conversation. ESS does not want to be in the shelter business – but in the ‘housing people’ business.

CKERRP is not a shelter. It is emergency housing that is more similar to transitional/bridge housing than it is to a congregate shelter. Those in need are provided with either a single or shared room. The room is based on availability and individual circumstances. All guests must agree to actively pursue long-term housing options to qualify for services. This is reviewed with guests at intake and they are immediately matched with a housing worker who they meet with regularly. In line with best practices, everything CKERRP does is about housing. That is not to say that those accessing services don't need additional supports, but those needs are best fulfilled once the person is housed or at the very least supported while actively searching for housing.

Since the program became operational on October 1, 2020, 28 individuals moved from CKERRP to long term housing. Staff are working with community partners to ensure supports are in place for these individuals to maintain their housing. Individuals not interested in CKERRP services are receiving short-term supports and connections to other community partners better able to meet their needs.

Costs of Emergency Housing 2015-2020

Chatham-Kent Employment and Social Services is the service manager responsible for delivering the Community Homeless Prevention Initiative (CHPI) in Chatham-Kent. This is broken into a series of initiatives that are designed to help those in need across the housing continuum. ESS is required to make strategic decisions to invest in programs that can both end homelessness and prevent others from entering homelessness.

Emergency programs are always more expensive than prevention, and it is because of this reality that historically, the division has invested heavier in prevention programs. These programs remain crucial to slow down the number of new individuals entering homelessness, however, a steady increase year over year in the need for emergency programs has been seen.

2016-2020 Emergency Motel Payments

Year	Number of Payments	Annual Amount
2016	186	\$66,509.17
2017	156	\$51,970.22
2018	220	\$78,349.64
2019	316	\$111,794.18
2020	406	\$172,344.34

Note: These payments are in addition to the annual \$110,000 service contract paid to the Homeless Response Line (HRL).

Chatham-Kent has continued to see growing need and growing costs in emergency housing use. These amounts are payments made to local motels and do not include programming or supports.

Financial Costs of new Models

In 2020 ESS delivered two different emergency housing models.

Average Monthly Expenses of Emergency Isolation Shelter

Services & Supports (Food, Transportation)	\$55,610
Staffing	\$ 113,114.37
Security	\$24,166
Overflow Motel Use	\$12,113
Rent	\$8,000
Total	\$213,003.37

Average Monthly Expenses of CKERRP

Services & Supports (Food, Transportation)	\$25,093
Staffing	\$ 93,833
Security	\$50,000
Overflow Motel Use	\$8,000
Rent	\$93,813
Total	\$270,739

Although the isolation shelter is less expensive than the CKERRP model, the outcomes associated with CKERRP in increased shelter security far outweigh the cost.

The CKERRP model has proven superior to the previous model that ESS operated. The main difference comes from having staff available to support individuals during their temporary stay. Historically, many individuals that accessed the Homeless Response Line (HRL) would not make contact after receiving an emergency motel room. This made it difficult to case plan and secure long-term housing. Having staff on site allows for daily participation, this participation has turned into successful housing placements.

These current models are not sustainable and are currently scaled to help as many individuals as possible in Chatham-Kent within the allocated provincial funding provided to address the problem.

Chatham-Kent is in need of sustainable housing focused emergency shelter options. A return to the pre-pandemic model is not possible, as there is simply not enough capacity in local motels. Staff are currently exploring a variety of options, and future recommendations will be coming. Rent is currently a large expense and by its nature not an ideal use of reserve funds. Staff are exploring the feasibility of purchasing a vacant building that can be used for emergency and transitional housing while also having the ability to convert to affordable housing in the future.

Annual Homeless Prevention funding

Chatham-Kent does not receive any federal funding for homeless prevention services. Ongoing funding is provided by the province and municipality through CHPI, Home for Good (H4G), and municipal portable housing benefits (PHB).

2020 Funding by Program

CHPI	\$1,807,547
H4G	\$657,364
Municipal PHB	\$200,000

Chatham-Kent received \$17.90 per capita from the province in 2019/2020. This places CK at the lower end of provincial funding - when compared to communities like Hamilton at \$35.32 and London \$26.92 - but higher than others including the County of Wellington who receive \$15.59 per capita.

Supportive Housing in Chatham-Kent

Supportive housing refers to a combination of housing assistance (e.g. rent-geared-to-income, rent supplements) and support services (e.g. counselling, life skills training, activities for daily living) to enable people to live as independently as possible in a community setting.

As reported above, ESS and community partners CMHA and House of Sophrosyne (HoS), operate three Housing First supportive housing programs. There are a number of non-Housing First supportive housing services for adults (non-aged) in Chatham-Kent. They are:

- Community Living Chatham-Kent and Community Living Wallaceburg for individuals who have cognitive disabilities
- Canadian Mental Health Association for individuals who have mental illnesses
- March of Dimes for individuals who have physical disabilities

This does not include retirement, rest, or long-term care homes, which are also classified as supportive housing.

All of these supportive housing programs have waiting lists for services due to shortfalls in capacity. CK CARES staff and partners are regularly working with homeless individuals who are waiting for spaces to become available in these programs; chronic homelessness is a direct result of gaps in many different systems, including these. More supportive housing is needed, more affordable housing is needed, and until these gaps are closed, access to emergency housing is needed.

An Indwell development would assist in filling some of the gaps in affordable housing for individuals with a variety of levels of needs. Indwell projects serve individuals by supporting their health, wellness, and sense of belonging. As outlined in the Indwell presentation to Council on December 14, 2020, funding would be sought from all levels of government, faith-based organizations, and private donors.

Investment in supportive housing will also reduce the number of emergency housing options that are needed in the future.

Current Housing First Supportive Housing Outcomes

Housing First supportive housing programs have been shown locally to have strong impacts on ending chronic homelessness in the community. In 2019, ESS completed a program evaluation of the Homes 4 Youth (H4Y) program and CMHA's Intensive Case Management program.

Program Overview

	ICM Adult Housing First	H4Y Youth Housing First
Funding	CHPI	Home for Good
Launch Date	March 2017	December 2017
Spaces	22	48 (35 ESS, 8 CMHA, 5 HoS)
Average length of time homeless	13 months	12 months
# Housed since launch	30	70
Average length of time in program	11 months	10 months
Average PHB amount	\$308	\$290
Average length of time housed	15 months	14 months

Outcomes

- Nearly all participants in the ICM program were housed within 60 days, while nearly all participants in the H4Y program were housed within 90 days.
- 90% of ICM participants remained housed after 18 months and 82% of H4Y participants remained housed
- Median acuity dropped 41% for ICM participants in the program and 37% for youth
- Self-reported visits to hospitals, ambulance use, and police contact reduced by 90% for adults and 21% of youth who were still in the program at 18 months

Note: Acuity, in terms of homelessness, indicates the complexity or severity of an individual's barriers to long-term housing. This encompasses both depth, breadth and number of an individual's barriers.

Housing First supportive housing programs show strong outcomes in ending homelessness and improving the lives of participants while also reducing the service costs in other systems. In the absence of substantial investment in supportive housing, these necessary programs will continue to have waitlists.

Social and Affordable Housing

Social Housing refers to rent-g geared-to-income housing operated primarily by municipalities and private non-profit organizations. Affordable Housing is often operated by private developers and subsidized by municipalities with provincial funding, and offers rents that are a maximum of 30% of a person's income or 80% of market rents. Both offer housing that people with lower incomes can more easily afford and access in

Chatham-Kent, although Chatham-Kent Housing Services (CKHS) is also experiencing a significant waitlist.

A number of ongoing challenges face CKHS in the efforts to provide affordable housing options to the community members in need.

Expiry of Operating Agreements, End of Mortgages & End of (Ontario Housing Corporation Public Housing) Debentures, and End of Federal Funding:

The community-housing sector in Ontario is transforming. The Protecting Tenants and Strengthening Community Housing Act, 2020 introduced a number of future changes to the Housing Services Act, 2011 (HSA) and its regulations that will significantly change the relationship between housing providers designated under Part VII of the HSA and Service Managers.

Many of the community housing providers are reaching the end of their original program obligations and/or mortgage that was detailed during the [June 29, 2020](#) Council meeting. The end of operating agreement/end of mortgage issue has different implications for projects and units depending on what funding program they were originally developed under.

Projects that were entirely funded by the federal government have an operating agreement with a set end date. The agreement ends when the project's mortgage matures, at which point the housing provider no longer receives any guaranteed government funding and the housing provider's obligations to provide subsidized housing concludes.

Rent supplement agreements are also coming to an end. No stock was created under these agreements. Instead, the government agreed to fund a provider to provide subsidized units until a date specified in their rent supplement agreement. The provider's obligation to provide subsidized units concludes with the end date of these agreements.

The Housing Services Act, 2011 does not specify an end date for the obligations of projects that were either partially or entirely funded by the province (called "provincial reform" projects). This means that provincial reform projects must continue to provide affordable housing, including rent-geared-to-income housing, after their original mortgage matures, until they are actively removed from the Housing Services Act (at the Minister's discretion). In exchange, they continue to receive a subsidy from their Service Manager, calculated with the funding formula set out in the Act.

For some provincial reform projects, once the mortgage has matured, the total Service Manager subsidy calculation could result in a negative number (because the mortgage costs are no longer included in the subsidy calculation). A negative total Service Manager subsidy calculation does not result in an amount owing by the housing provider to the Service Manager. This result means that the total subsidy a provider receives from the Service Manager will be nil (\$0).

Ontario's Community Housing Renewal Strategy outlines the provincial government's strategy for community housing that will incent non-profit and co-operative housing providers to stay in the system once their original obligations end. In the coming months, the province will work with its various partners, including Chatham-Kent, to explore changes to the community housing system, and will work to explore how Chatham-Kent's vital community assets can be protected over the long-term.

RGI and Waitlist

The Municipality of Chatham-Kent provides Rent Geared to Income (RGI) Housing for 1,468 households with income below the prescribed household income limits. These include 747 High Need (HN) households and 63 modified units as prescribed in O.Reg 370/11 under Ontario's Housing Services Act.

Of these, CKHS is the Local Housing Corporation for 694 units of public housing, and acts as Service Manager for 13 private non-profit housing providers with 774 units of RGI Housing in provincial reform funding agreements and one Federal Program Section 26/27.

Since 2002, CKHS teams have managed all aspects of community housing administration including applicant eligibility assessments, coordination of the centralized waitlist, determining rent and subsidy amounts for households, lease agreements, and tenant relations. CKHS, along with CK Infrastructure and Engineering Services (IES), maintain community housing assets with onsite assigned building maintenance staff and timely capital repairs, and has dynamic referral and supportive service agreements with community partners such as March of Dimes, Canadian Mental Health Association and Community Living-Chatham-Kent.

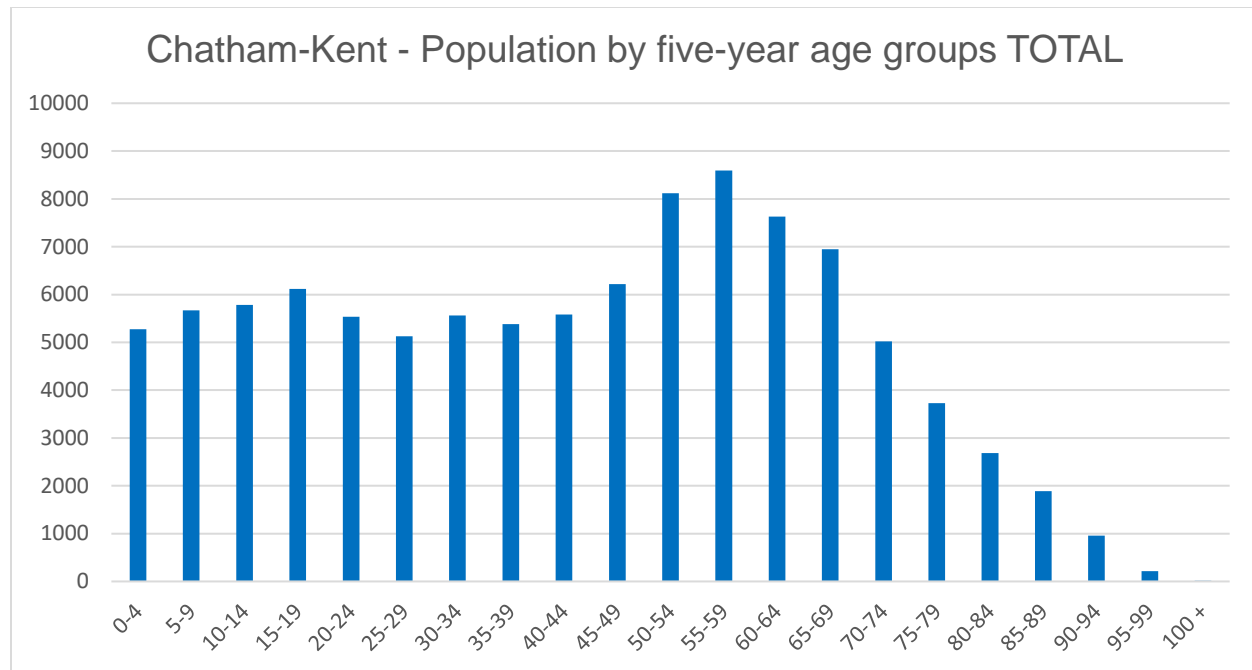
Development

In the past 10 years, CKHS has committed to developing 176 units of affordable housing through administration agreements with Ontario's Ministry of Municipal Affairs and Housing, and through capital commitments in CKHS municipal base budget. These units range from communal living duplexes designed to provide supportive services to low rise one-bedroom community housing apartment complexes. CKHS is in contribution agreements for 14 units and two are wholly owned by Chatham-Kent. As of December 1, 2020, 111 units were occupied while development is underway on 65 units. These units are all scheduled for occupancy in 2021.

Need

As of December 1, 2020, CKHS had a total of 759 active households on its RGI centralized waitlist. Of these, 25% (179) were senior one-bedroom households. Another 9.2% (70) households will reach age 60 and be eligible for senior designated housing within five years. On average, seniors on Chatham-Kent's centralized waitlist wait in excess of seven years for an offer of affordable housing. They are the cohort with the longest wait time as only 16% of RGI units (234/1,468) are dedicated to their housing needs and the six senior projects record exceptionally low turn over rates.

Although only 16% of RGI units are dedicated to seniors, 2016 Census data shows 37% of the population of Chatham-Kent was aged 55 or over (59 or over in 2020 assuming no significant demographic shift.) (source <https://www12.statcan.gc.ca/census-recensement/2016/as-sa/fogs-spg/Facts-cma-eng.cfm?LANG=Eng&GK=CMA&GC=556&TOPIC=2>)



From January 2017 to December 2019, the average resale price of homes in Chatham-Kent increased from \$163,257 to \$251,460. This 54% increase in just three years caused increased demand for rental housing units further down the housing continuum. As such, average market rents increased to \$805 for one-bedroom units during 2019. Given affordable housing costs less than 30% of a household's gross monthly income, the average household would need an income of \$2,683 per month to meet affordability for rent alone. Seniors in receipt of OAS/CPP/ GIS typically receive between \$1,600 and \$1,800, meaning that the average one-bedroom unit in Chatham-Kent is not affordable for any senior living solely on subsidized pensions. Given the low unit turn over in seniors' buildings, lack of affordable market rental options, and a disparate number of RGI units dedicated to seniors vs the number of seniors in Chatham-Kent's overall population, affordable housing units dedicated to Chatham-Kent's low-income seniors is Chatham-Kent's primary housing need.

Homeless Prevention Services

It is important to note that ending chronic homelessness is not as simple as housing everyone who is currently homeless. Every month, new people for a variety of reasons lose their housing and become homeless. Employment and Social Services must make strategic decisions with available resources. This is why a large portion of provincial funding is directed at preventing homelessness. In the current market of low vacancy

rates and high costs, ESS needs to ensure staff are able to help wherever possible in maintaining tenancies.

Homeless Prevention services in CK are delivered by ESS and in partnership with the Salvation Army. Assistance with rent and utility arrears, damages, and last months rent payments, are issued to prevent low income individuals and families from falling into homelessness. These programs are funded through the provincial Community Homeless Prevention Initiative and are vital to reduce the number of new people experiencing homelessness.

Annual ESS Homeless Prevention Spending

Year	Individuals or families assisted	Annual Spending
2018	814	\$291,767.89
2019	799	\$218,180
2020 (Jan-Nov)	663	\$359,682.73

Market Rental Housing

While the Municipality is experiencing a shortage of affordable housing options, there is also a general shortage of market rental housing, where the vacancy rate has been under 3% for the past few years. Market rent is residential rent that is not classified as Subsidized Rent or Affordable Rent under any affordable housing program. Market rents are typically set according to the Canada Mortgage and Housing Corporation, and reflect the Government of Ontario's Rent Increase Guideline. Chatham-Kent requires housing across the housing continuum; a mix of housing types across a community makes for a stronger community. Market rental units assist in attracting individuals to make Chatham-Kent their destination and community of choice. However, it is important to note that market rental units are just part of the larger housing continuum. In 2020, Council approved the new Chatham-Kent Community Improvement Plan, which offers various incentives to attract both new affordable housing developments and larger market rental dwellings. Several projects were approved in 2020 and more are anticipated in 2021, which will add much needed market rental options in the community over the next couple of years as these projects are constructed.

Comments

The vision for housing in Chatham-Kent is outlined in the Chatham-Kent Housing and Homelessness Plan. The plan was created through numerous community consultations with more than 200 community partners including people with lived experience of poverty and homelessness in 2019 for the five years ahead.

The objectives of the plan are as follows:

1. **Housing Supply:** maintain and increase existing and future housing supply through improving affordability, maintenance and diversification
2. **Housing Stability:** to promote housing stability by expanding access to emergency transitional, and financial supports within a Housing First framework
3. **Advocacy and Partnerships:** to promote, advocate, and create awareness of housing needs while strengthening partnership and service coordination

Canada Mortgage and Housing Corporation and the Ministry of Municipal Affairs and Housing acknowledge that no one type of housing fills all needs in communities. There is a continuum of housing required with and without financial assistance for communities to thrive. Given Chatham-Kent is a community with higher levels of poverty and lower incomes than the provincial average, housing with financial supports is critical to well-being of community members and Chatham-Kent as a whole.

Emergency & Transitional Housing

Adults, youth, and families who have experienced homelessness often need support as well as housing to stabilize their lives. Histories of abuse, poor health, disability, addiction, and mental illness add to the trauma of homelessness.

Transitional housing offers a supportive living environment with opportunities for skill development and a sense of belonging among residents. These can be critical in enabling people to participate in employment or training programs, enroll in educational programs, address addiction or mental health issues, and ultimately move to independent living in the larger community. The transitional housing concept is increasingly being applied to help people “exit” homelessness, especially where supportive and affordable housing is wait listed.

An intermediate step between emergency crisis service and permanent housing, transitional housing is more service intensive, and private, than emergency shelter, yet remains limited to stays of between three months and two years. The distinction between emergency shelter services and transitional housing is the duration of stay.

Stays at emergency shelter have been increasing throughout North America, and Chatham-Kent is no exception. Emergency shelters are increasingly becoming more specialized to meet the increasingly complex needs of the homeless population. Transitional housing resembles supportive housing, and is distinguished from supportive housing only in terms of length of residency - supportive housing is permanent. Both models encompass a combination of housing and support service provision that varies in terms of housing form, type and level of support services, target population, and relationship between the housing provider and the support service provider, if different.

Chatham-Kent currently has no transitional housing, and supportive housing for homeless individuals is severely limited. Emergency housing is provided by using

(costly) motel rooms in which duration of stays continues to increase. The Chatham-Kent Emergency Rapid Rehousing Program provides fixed-site emergency accommodations staffed with 24 hour case management support for up to 44 individuals. Individuals are assigned a Rapid Re-housing Case Manager upon program entry and assisted to find permanent long-term housing, and connect with local healthcare, mental health and substance use services. More than 150 high acuity individuals have been assisted since mid-September 2020. As mentioned previously, over 28 of these individuals have been moved to permanent housing in that time, however, many residents require longer and more intensive intervention which could be achieved through transitional housing.

A blended emergency and transitional housing model could help Chatham-Kent end homelessness. It is proposed that one building be purchased and renovated to accommodate up to 48 emergency shelter residents in 24 motel-style bachelor suites (two beds and full bathroom). This building would also encompass six individual transitional bachelor style suites (one room with a bed, kitchenette and full bathroom). The building would also have shared eating, food preparation, and common area space where homeless individuals could learn new skills and receive supportive programs and services according to acuity level and need.

Estimated cost of a building purchase and renovations is \$4 million dollars. In the future, as homelessness numbers reduce in Chatham-Kent, the emergency shelter suites could be converted to transitional bachelor units to accommodate a successful and staged approach (that is evidence-based) in permanently resolving homelessness. Eventually, all suites would be converted to long-term individual affordable bachelor suites, and transferring or selling the building to a non-profit affordable housing provider or supportive housing provider could occur.

This model could save Chatham-Kent hundreds of thousands of dollars (potentially millions), while providing a secure building within the Division's control to provide optimal services to individuals experiencing homelessness. Work needs to continue to find an available building and detailed renovation costs. New-build and modular options would also be explored along with land availability. Early discussions with realtors, architects, and other local experts have shown that purchasing an emergency/transitional building is the most cost-effective solution in Chatham-Kent over renting buildings or rooms.

Assuming that the building is paid for, the cost of maintenance and lifecycle would be in the range of \$100,000 per year compared to more than \$100,000 per month in room rentals. More importantly, it would be investment in community safety and well-being for the individuals who access it, but also Chatham-Kent as a whole. As previously noted, the building could transition into small bachelor apartments for supportive and/or affordable housing longer term.

Potential Average Monthly Expenses of CKERRP in an owned building

Services & Supports (Food, Transportation)	\$25,093
Staffing	\$ 93,833
Security	\$25,000
Overflow Motel Use	\$8,000
Maintenance and Lifecycle	\$8,000
Total	\$ 159,833

Chatham-Kent Employment and Social Services division will be bringing a report to Council in early 2021 requesting use of reserve funding to purchase and renovate a building to provide sustainable emergency, transitional, and affordable housing for Chatham-Kent under the CKERRP model. This would allow for the transition away from providing emergency housing in hotels.

Investment in emergency and transitional housing will assist the Municipality in meeting the following targets in the Chatham-Kent Housing and Homelessness Plan 2020-2024:

- 100% of those experiencing homelessness will be engaged with and provided a referral to coordinated access (to housing) within 30 days of becoming homeless
- End chronic homelessness by reaching functional zero
- By 2021, people seeking emergency housing will be assessed to determine if appropriate alternative temporary accommodation is available, and if so, they will be diverted from emergency accommodation
- By 2021, a local team will be devoted to coordinate and implement efforts to end chronic homelessness

Funding Opportunities

Employment and Social Services has funding available in reserves to be accessed and used for Emergency and Transitional housing. Chatham-Kent is unlikely to obtain federal or provincial grant funding for this type of housing due to the comparatively low numbers of homeless individuals. Loans could be obtained but given the healthy state of reserves, and the inability to pay loans for capital back using ministry dollars, obtaining federal or bank loans is not a first choice. Phase two and three of the Social Services Relief Fund could have been used for capital investment (towards a building project), but Chatham-Kent like many other smaller rural communities, did not have a 'shovel-ready' project and needed the funds for immediate increased emergency housing and food needs in the community.

Supportive Housing in Chatham-Kent

Investment in supportive housing like the Indwell project will assist the Municipality in expanding affordable and supportive housing stock and meeting the following targets in the Chatham-Kent Housing and Homelessness Plan 2020-2024:

- 25% of new housing units will be affordable
- By 2024, 60 new non-profit, co-op or affordable rental housing units will be created
- By 2024, more vulnerable people will be linked to appropriate supports to maintain housing
- By 2024, partnerships will be established with the healthcare sector to provide additional supportive housing

Rapid Housing Initiative (RHI) Funding Proposal

Chatham-Kent Housing Services has submitted a funding proposal to the RHI program through Canada Mortgage and Housing Corporation (CMHC) to access potential funding in order to develop a new 24 single-bedroom affordable housing build targeting seniors for the community to increase affordable housing stock in Chatham-Kent.

The Rapid Housing Initiative provides funding to expedite the delivery of affordable housing units to vulnerable people and populations targeted under the National Housing Strategy (NHS), especially those affected by COVID-19. The initiative targets rapid housing and delivery of units within 12 months and provides funding to help support the creation of new permanent affordable housing units.

Successful applicants will be required to have funds committed before March 31, 2021 to ensure housing is available within 12 months as well as to provide long-term, permanently affordable housing for a minimum of 20 years.

Chatham-Kent's proposal will be detailed in an upcoming report to Council targeting the eligible new modular housing construction, which includes building on existing municipal owned land.

Eligibility for the funding includes the requirements of a minimum request of \$1 million dollars for affordable housing units in a modular build to be completed within 12 months of the effective date of the agreement.

Investment in affordable housing will assist the Municipality in meeting the following targets in the Chatham-Kent Housing and Homelessness Plan 2020-2024:

- By 2024, 60 new non-profit, co-op or municipal affordable rental units will be created
- 25% of new housing units will be affordable
- By 2024, more high-risk low-income seniors will be receiving in-home supports to allow them to continue to live at home

Achieving Service Level Standards (SLS) Housing Services

The Ministry of Municipal Affairs and Housing (MMAH) set out Service Level Standards (SLS) for Service Managers designated under Ontario Regulation. O. Reg. 367/11, which prescribes Chatham-Kent's SLS at 1,365 households at or below the household

income limit clause (i.e. rent-geared-to-income eligible); 747 high need households; and 63 modified units.

Housing Services is continuing work on the Action Plan that was received by Council at the [December 9, 2019](#) Council meeting.

As noted above, Chatham-Kent's SLS is 1,365 households at or below the household income limit clause. At December 31, 2019, Chatham-Kent service level was at 1,151 households, which is a shortfall of 214 households. During 2020 Chatham-Kent added 90 Portable Housing Benefits (PHB), 23 SLS units between the projects 48 Fifth Street, 45 Michener and Keil Drive, and filled 12 vacant RGI units. In 2021, it is expected that Chatham-Kent will be adding an additional 38 SLS units between the projects Villaview, Blenheim, 18 Dolsen Ave, Chatham, 90 Wellington Street, Chatham, and George Street, Ridgetown. This brings the estimated shortfall from 214 households to 51 households ($214 - 90 - 23 - 12 - 38 = 51$).

Housing Services has proposed a base budget increase to Council for the 2021 budget process to request an additional 51 PHBs, which would consist of 16 family units and 35 single units.

The Portable Housing Benefit (PHB) allowances set out above are aimed to ensure CK Housing Services gets back on track with meeting the SLS set by the Province.

Requests for Proposals for Affordable Housing Developments - Inclusive of Municipal Owned Lands and Buildings:

Traditionally, Chatham-Kent's past Requests for Proposals (RFP) for Affordable Housing led to a small number of submissions, especially from the not-for-profit providers. Some reasons for the low number of submissions can be related to provincial funding guidelines with regards to reporting, as well as challenges for proponents being able to procure suitable land or buildings that would meet affordable housing requirements.

Municipalities possess a range of authority, responsibility, and local expertise which provide them with a unique ability to take a leadership role in helping meet the need for affordable housing in their community. Chatham-Kent can consider a range of land use planning and financial tools to help promote a full range of housing types, including affordable housing, and meet the full range of housing needs in the community.

CKHS will be working closely with other municipal departments to review the municipal inventory of land and buildings that may be suitable for current or future affordable housing developments. This inventory of suitable land and buildings for affordable housing projects could possibly be included in future RFPs and municipal owned affordable housing developments.

The CKHS strategy is to utilize key planning and financial tools enabled under provincial legislation that CK can use in developing and implementing local housing and homelessness plans which promote a full range of housing types and help achieve

tangible results. Tools and examples of best practices that some municipalities have used to increase the range and mix of housing types, to provide opportunities for more affordable housing development, and to make the construction of affordable housing more financially viable will be reviewed and recommended where applicable.

Municipal Policies to Encourage Development of Affordable Housing in Chatham-Kent:

CKHS will continue to work together with the Community Development department and the CFO on Municipal Policies to encourage development of affordable housing in Chatham-Kent that was presented to Council on [June 1, 2020](#).

This strategy is to establish specific corporate policies designed to encourage both private for profit and/or private non-profit proponents and developers to create new affordable housing within the Municipality.

This aligns with the new Chatham-Kent Community Improvement Plan (CIP) adopted at Council's [March 2, 2020](#) regular meeting that includes several new incentive programs to further support the development of affordable housing, which included the following:

1. Property Tax Increment Equivalent Program
2. Building & Planning Fee Rebate Program
3. Development Charge Partial Exemption Program, and
4. Residential Conversion and Affordable Housing Grant Program

This work in promoting private sector development of affordable housing will assist the Municipality in meeting the following targets in the Chatham-Kent Housing and Homelessness Plan 2020-2024:

- Between 2020-2024 there will an increased number of private sector affordable rental housing units completed
- 25% of new housing units will be affordable

Summary

It is estimated that 20% of Chatham-Kent residents are living in poverty and on low-incomes. Housing stock in the community is limited and largely not affordable to many who need it. The Chatham-Kent Employment and Social Services and Housing Services divisions are mandated to provide affordable housing and homelessness prevention services to the residents of Chatham-Kent. Without investment in new emergency, transitional and affordable housing the increasing homelessness problems are expected to grow leaving a large number of community members to suffer. Issues related to housing insecurity and homelessness like mental illness, encampments, petty crime, substance abuse, poor health and premature death of vulnerable residents will increase.

In Chatham-Kent, the role and responsibilities in housing and homelessness prevention cannot be understated. The teams are striving to make a meaningful difference for the community of communities with support from the provincial and federal governments.

Staff are working diligently to do what is necessary to address the housing affordability and supply crisis which is negatively affecting the community. Working together, there can be a meaningful difference made for people in need of housing supports in the effort to combat the housing crisis.

Consultation

There was no consultation required in producing this information report.

Financial Implications

There are no financial implications from this information report.

Prepared by:

Prepared by:

Polly Smith
Director, Employment & Social Services

Ray Harper, CPA, CMA, PMP
Director, Housing Services

Reviewed by:

April Rietdyk, RN, BScN, MHS, PHD PUBH
General Manager
Community Human Services

Attachment: None

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Municipality Of Chatham-Kent
Community Human Services
Employment & Social Services
Information Report

To: Mayor and Members of Council
From: Tara Lauzon, Supervisor, Employment and Social Services Division
Date: January 6, 2021
Subject: HomeShare Program

This report is for the information of Council.

Background

At the November 23, 2020 Council meeting, the following motion was presented by Councillor Latimer:

“Whereas there are 749 individuals currently on the wait list for affordable and/or geared to income housing in CK.

Whereas CK has a significant volume of under utilized housing capacity across the municipality with a growing senior population wishing to safely and independently age in place for as long as possible.

Whereas CK remains a “housing first” champion.

Therefore be it resolved that Community Human Services and Community Development staff investigate and report back to Council by January 14, 2021 on the requirements for implementation, maintenance and potential community partnership benefits of enabling provision of a Chatham Kent Homeshare Program, the aim of which is to ensure that all home providers and home seekers in Chatham-Kent have an opportunity to live in affordable, shared accommodation with peace of mind, financial resilience and mutual support and benefit for all parties involved.”

An extension was granted to bring this matter to the February 1, 2021 Council meeting.

The purpose of this report is to investigate the requirements of implementing and maintaining a HomeShare Program in Chatham-Kent.

As stated by Councillor Latimer in the Motion, the intent of the HomeShare Program is to ensure that all home providers and home seekers in Chatham-Kent have an

opportunity to live in affordable, shared accommodations with peace of mind, financial resilience, mutual support, and benefit for all parties involved.

Comments

Program Overview

The concept of a HomeShare Program is multifaceted. Simply put, it creates equal housing opportunity while benefiting both the home provider and the home seeker. There are two operational models generally used in HomeShare Programs, the 'counselling model' or the 'referral model'.

The counselling model is the most prevalent and consists of the program coordinators screening potential candidates, matching them, negotiating an agreement, and continuing to monitor and support both parties.

The referral model is when the program coordinators receive applications from home seekers, and then provide them to the home provider to screen and continue on in the process. This model is less comprehensive and provides little ongoing support to either party.

An environmental scan has been completed on several HomeShare Programs. The most valuable data, however, came from HomeShare Vermont due to the program's 30+ years of experience.

There are several variations of the program in terms of who the home seekers may be. For example, in Ottawa the target is the LGBTQ2S+ population; whereas, in Toronto and Sarnia-Lambton, the focus is on students. The most common denominator in the majority of HomeShare programs is that the home provider is an older adult.

Similarly, there are different types of HomeShare agreements depending on the match made. There is the common option of an affordable rent amount (some programs cap rent amounts) or it could be that the home seeker has agreed to provide companionship or light house duties for a reduced or zero rent amount.

Program Outcomes

In 2019, HomeShare Vermont matched 202 participants; 127 new homes available to share; average rent was \$296/month; 22,354 hours of service from staff and volunteers; and the average match length was 364 days. Of those participants matched, 94% were very satisfied, 37% of those sharing their home reported that they would not be able to live safely and comfortable at home without a home sharer, 78% felt less lonely, 76% felt safer in their home, and 43% felt healthier.

Over the last four years, Halton HomeShare has had two matches; 113 inquiries; 48 applications completed; 24 eligible participants; 12 match and meets; five trial stays. The Regional Municipality of Halton has a population of 548,435.

Funding Model

In 2019, HomeShare Vermont's funding was 38.6% government grants; 27.1% private foundations; 19% donations/special events; 4.8% investments/interest earnings; 3.9% United Way; 3.8% donated services; 2.8% fees and rental income.

The expenses for the same year were 52% salaries; 13.8% payroll/taxes; 6.3% equipment/misc.; 5.8% outreach/marketing; 4.5% occupancy/depreciation; 4.5% postage/printing; 4.5% volunteer service; 2.6% insurance/professional services; 1.4% events.

Benefits

A HomeShare Program offers many benefits to both the home seeker and the home provider. It can bring companionship, reduce isolation, and provide security. This is a cost effective program that is affordable for the home seeker. If the agreement entails a place to live in exchange for household responsibilities, this may enable the home provider to remain in their own home longer.

HomeShare can keep people in the communities they know and care for, rather than having to move due to lack of affordable housing. In turn, this keeps people actively engaged in their communities.

In the HomeShare Program outcomes mentioned earlier, it has been clearly demonstrated that the overall health and well-being of the home provider and home seeker improved while participating.

Potential Pitfalls

The most common concern with a HomeShare program is that there is no protection for the home seeker under the Landlord and Tenant Act. The home seeker in these cases is referred to as a 'licensee' and the home provider is the 'licensor'. The licensee has very minimal legal protection as they can be evicted without notice if rent is not paid; or with notice for any other reason.

If there is a dispute between the home provider and the home seeker, it would be covered under contract law and would therefore be heard in a Small Claims Court and in some cases the Superior Court. Although written HomeShare agreements are helpful to outline the responsibilities of both parties, they are still not necessarily binding when it comes to case law.

The lesser common concern is surrounding opportunities for fraud, elder abuse or taking advantage of the home seeker's potentially vulnerable situation.

HomeShare Vermont shared that there has been one case in the last 30 years that came about surrounding an accusation of fraud. Trust in the initial screening and interview process is credited to this single event being the only one in the history of the program. Using the 'counselling model' also ensures that each match is closely monitored and regular contact is made.

Lastly, to be successful, a large pool of applicants is required. This can be accomplished by continually recruiting new candidates through a strong outreach program. If there is a small pool of only 10 people looking for housing and 10 offering a room in their home, it is unlikely that you will make a single match. If you have 100 in each pool, 20 matches may be made. It will be difficult to match all applicants as they may not be a good fit for homesharing, or perhaps the program provider is unable find what they need.

Program Start-up and Timelines

A new HomeShare Program should expect a three-year start-up phase, as outlined below.

Year 1: Complete feasibility study; build volunteer base (ongoing); build community support (ongoing)

Year 2: Determine program design; develop policies and procedures; recruit volunteers and staff; raise funds for operation of program

Year 3: Open the doors; constant outreach, marketing, and branding

The majority of HomeShare programs operate under the umbrella of an organization specializing in working with vulnerable populations, such as seniors, low income, etc. In these specific cases, the majority of frontline staff would be volunteers. As such, it would be beneficial to choose an organization that already uses volunteer staff in their daily operations so that they are familiar with the logistics of this.

HomeShare Vermont is a standalone organization, however this took years to accomplish and was largely in part to the program's great success across several counties in Vermont. The population of the state of Vermont in 2019 was 623,989.

In order to implement a successful HomeShare Program in Chatham-Kent, it would need to operate within a non-profit organization that works with the more vulnerable populations. Research has shown that the majority of HomeShare programs are attached to organizations working primarily with seniors. As such, a HomeShare Program in Chatham-Kent would certainly compliment an existing senior's program that at present uses volunteers for service.

In a suitable community, a HomeShare Program could be yet another solution to providing a larger housing inventory. A complete feasibility study would need to be conducted, which can cost up to \$25,000. This has been strongly recommended when considering a HomeShare Program.

Starting a new HomeShare Program takes several years and even then, there is no guarantee that in a small community like Chatham-Kent, it will have much success.

Based on the findings, the time requirements and low likelihood of significant numbers of uptake into the program in a community of this size, the Director of Employment and

Social Services does not recommend the Municipality funding a HomeShare Program at this time.

Consultation

There was no consultation required for this report.

Financial Implications

There are no financial implications resulting from this report.

Prepared by:

Reviewed by:

Tara Lauzon
Supervisor, Employment & Social Services

Polly Smith
Director, Employment & Social Services

Reviewed by:

April Rietdyk, RN, BScN, MHS, PHD PUBH
General Manager
Community Human Services

Attachment: None

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Municipality Of Chatham-Kent
Chief Administrative Office
Corporate Initiatives - Communications
Information Report

To: Mayor and Members of Council
From: Amy Wilcox, FCPA, FCMA, PMP - Manager, Corporate Initiatives
Date: January 5, 2021
Subject: Let's Talk Chatham-Kent - Annual Report 2020

This report is for the information of Council.

Background

In April 2015, a motion brought forth by Councillor Brock McGregor and seconded by Councillor Doug Sulman was unanimously approved. It called for:

“A social media strategy for communication of municipal governance issues prior to, during, and after council meetings. An ongoing plan to re-evaluate and modify communication strategy, including opportunities for community input.”

In January 2017, Council approved the community strategic plan, CK Plan 2035. One of the critical success factors of the corporation is to operate in an “open and transparent” manner. Corporate Communications determined that an online community engagement tool would assist in this endeavor.

In October 2017, Council approved a sole source purchase of an online community engagement tool provided by Bang the Table to be used as a pilot project.

That year, the project was funded from the Strategic Planning budget using a positive variance due to the vacant Coordinator of Strategic Planning position. Subsequent years are funded using the positive variance from the Project Management Office from the discontinued use of the project portfolio management software.

Comments

Software

Bang the Table's mission is to enable public participation as a fundamental pillar of well-functioning 21st century democracies by forging constructive relationships between communities and the institutions of government.

The online community engagement tool, Let's Talk Chatham-Kent, gives the municipality the opportunity to inform, consult, involve, collaborate and empower residents and allows administration the ability to obtain feedback from residents. The tool allows business units the opportunity to provide information to citizens through “widgets”, such as a document library, important project dates, project life cycle updates, and a news feed “tool” that can be used to keep the community updated. These tools allow administration to consult, involve and engage residents by providing them the ability to collaborate using surveys, forums, and questionnaires.

Software Statistics 2020

As of December 31, 2020, there are 2,038 registered participants - an increase of more than 25% from 2019. This tool gives administration the ability to obtain feedback from users with or without the users registering and providing their email address.

During 2020, there were 15 projects hosted on the Let's Talk Chatham-Kent tool with over 30,000 views of the site.

A list of 2020 projects and the number of visitors and surveys completed for each project are listed below.

Project Name	Department	Project Published	Number of Visitors	Number of Surveys Completed
Community Engagement Survey	Chief Administrative Office	Nov. 26, 2020	545	140
Chatham-Kent Immigration Survey	Community Development	Nov. 3, 2020	754	115
CK Food Strategy Consultation	Community Human Services	Oct. 15, 2020	0	0
EarlyON Survey	Community Human Services	Jun. 23, 2020	120	86
EarlyON Professional Survey	Community Human Services	Jun. 2, 2020	122	79
Renaming Baseball Fields	Corporate Services	Jun. 22, 2020	247	175
Have Your Say, Municipal Budget 2021	Finance, Budget, Information Technology & Transformation	Oct. 7, 2020	1,781	1,266
Tax Rate Modernization Survey	Finance, Budget, Information Technology & Transformation	Oct. 27, 2020	843	566
Charing Cross Road/Queen Street Road Diet	Infrastructure & Engineering Services	Sep. 23, 2020	106	45

Chatham Street North and South Road Reconfiguration	Infrastructure & Engineering Services	Sep. 23, 2020	40	17
Elizabeth Street Sewer Separation	Infrastructure & Engineering Services	Dec. 4, 2020	32	No survey
Ridgetown Flooding Survey	Infrastructure & Engineering Services	Aug. 4, 2020	24	8
Rose Beach Line Slope Environmental Assessment	Infrastructure & Engineering Services	Dec. 10, 2020	319	No survey
Tilbury Stormwater Master Plan	Infrastructure & Engineering Services	Dec. 21, 2020	35	No survey
Victoria Ave. Construction Project	Infrastructure & Engineering Services	Jun. 15, 2020	313	No survey

Versatility

The Let's Talk Chatham-Kent tool is very versatile for the needs of Council and administration. Examples of non-engagement uses of the tool this year include:

Grant Applications: In the fall, the tool was used by Partnership Development for participants to complete applications for the Together CK Municipal Grant.

COVID-19 Response: As part of the municipal COVID-19 response, the tool was used for COVID Response Check-In in the arenas. As of January 5, 6,025 health reviews have been completed.

Community Pride: In December, the tool was used for the community wide, Light Up Chatham-Kent map where individuals could place a "pin" on a map of Chatham-Kent to identify a light display. This project was in collaboration with Blenheim's Light Up Our Neighbourhood Committee, Christmas Lights Tour in Wallaceburg and Dresden Shines. The map received over 5,400 views.

New Look for 2021

With the scheduled launch of the new corporate website in 2021, in December 2020 the Let's Talk Chatham-Kent website was updated to match the new municipal website look and branding.

Consultation

Worked with several business units on the launch of their individual projects on the tool.

Financial Implications

The annual subscription for the software is \$25,425 including HST. To better align with Council Priorities, the funds from the Project Management Office project management software has been reallocated to cover this expense.

Prepared by:

Reviewed by:

Amy Wilcox, FCPA, FCMA, PMP
Manager, Corporate Initiatives

Don Shropshire
Chief Administrative Officer

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Back to Top

Municipality of Chatham-Kent

Entegrus Inc.

Open Session

To: Mayor and Members of Council
From: Jim Hogan, President and CEO of Entegrus
Date: February 1, 2021
Subject: Approval of Entegrus Shareholder's Waiver

Recommendation

It is recommended that:

1. The Mayor and Clerk be authorized to execute a Waiver, Resolution and Direction of the Shareholders of Entegrus Inc., as described in this report, subject to review and approval of such a document by the Municipality's Director, Legal Services.

Background

Entegrus is governed by the terms of the amended and restated shareholder agreement dated April 1, 2018. The agreement is between Corix Infrastructure Inc., The City of St. Thomas, The Municipality of Chatham-Kent and Entegrus. Section 2.1 of the shareholder agreement directs the Board to operate and expand the fibre business in SW Ontario.

Comments

The Entegrus group of companies ("Entegrus") have received an unsolicited offer to purchase the data center in Chatham-Kent, and the fibre business in St Thomas. Also included in the potential transaction is land that the data center is situated on, a solar array system that is on the roof of the data center and a portion of the land that the Entegrus office is on in St Thomas.

Entegrus' core business is the distribution of electricity; the two businesses being contemplated for sale are not integral to the core business.

The Shareholders are being asked to approve a Waiver, Resolution and Direction of the Shareholders that will allow the Board to have management explore and recommend a transaction. It also allows the Board to approve, by way of Extraordinary Approval (100%), a transaction that will benefit Entegrus and its shareholders.

Areas of Strategic Focus and Critical Success Factors

The recommendation in this report supports the following areas of strategic focus:

Economic Prosperity:

Chatham-Kent is an innovative and thriving community with a diversified economy

A Healthy and Safe Community:

Chatham-Kent is a healthy and safe community with sustainable population growth

People and Culture:

Chatham-Kent is recognized as a culturally vibrant, dynamic, and creative community

Environmental Sustainability:

Chatham-Kent is a community that is environmentally sustainable and promotes stewardship of our natural resources

The recommendation in this report supports the following critical success factors:

Financial Sustainability:

The Corporation of the Municipality of Chatham-Kent is financially sustainable

Open, Transparent and Effective Governance:

The Corporation of the Municipality of Chatham-Kent is open, transparent and effectively governed with efficient and bold, visionary leadership

Has the potential to support all areas of strategic focus & critical success factors

Neutral issues (does not support negatively or positively)

Consultation

The Chief Administrative Office and the Director, Legal Services were consulted and agree with the recommendations in this report.

Financial Implications

There are no financial implications resulting from the recommendation.

Prepared by:

A handwritten signature in black ink, appearing to read "Jim Hogan". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Jim Hogan
President and CEO
Entegrus Inc.

Consulted and confirmed the content of the consultation section of the report by:

Dave Taylor, Director, Legal Services

Attachment(s):

Entegrus Shareholder Waiver Resolution and Direction (Sale of Fibre Assets)

**WAIVER, RESOLUTION AND DIRECTION OF THE SHAREHOLDERS OF
OF
ENTEGRUS INC.
(the “Corporation”)**

Sale of Fibre Business

- A. The Corporation is governed by the terms of an amended and restated shareholders agreement dated _____, 2018 between Corix Energy Inc., The Corporation of The Municipality of Chatham-Kent, The Corporation of The City of St. Thomas and the Corporation (the “**Shareholders’ Agreement**”).
- B. Capitalized terms used herein and not defined have the meanings set forth in the Shareholders’ Agreement.
- C. Section 2.1(o) of the Shareholders’ Agreement obligates the Shareholders to vote and cause the Corporation and its management to, among other things, operate the Fibre Business in South-Western Ontario on a day to-day basis.
- D. The Corporation is required pursuant to Section 2.9 of the Shareholders’ Agreement to use commercially reasonable efforts to expand the Fibre Business in the City of St. Thomas, the Municipality of Chatham-Kent and, where considered appropriate by Corporation’s management, in other areas within South-Western Ontario.
- E. The Shareholders have agreed to: (i) waive Section 2.1(o) and Section 2.9 of the Shareholders’ Agreement with respect to the operation and expansion of the Fibre Business on the terms and conditions set out herein, and (ii) authorize the Board to cause management to investigate and explore one or more transactions to sell the Fibre Business and the data centre owned by Entegrus Services Inc. (“**ESI**”) (whether directly or indirectly through the sale of all of the issued and outstanding shares in the capital of ESI to a third party) (the “**Proposed ESI Sale**”) and, subject to receipt of Extraordinary Approval, the Board is authorized to proceed with a Proposed ESI Sale on such terms and conditions as the Board may approve.

RESOLVED THAT:

- 1. Section 2.1(o) and Section 2.9 of the Shareholders’ Agreement with respect to operation and expansion of the Fibre Business are hereby waived by the Shareholders.
- 2. The Shareholders hereby authorize the Board to cause management to investigate and explore a Proposed ESI Sale and, subject to receipt of Extraordinary Approval, the Board is authorized to proceed with a Proposed ESI Sale on such terms and conditions as the Board may approve.
- 3. Any director or officer of the Corporation and ESI is authorized and directed, on behalf of Corporation and ESI to execute and to deliver all documents, instruments and other writings and to perform and do all acts and things as that director or officer considers necessary or desirable to give effect to these resolutions.

4. The terms of this Waiver, Resolution and Direction of the Shareholders will prevail in the event of any inconsistency or conflict between the terms of the Shareholders' Agreement and this Waiver, Resolution and Direction of the Shareholders.
5. This Waiver, Resolution and Direction of the Shareholders may be executed and delivered in one or more counterparts, each of which will be an original, and each of which may be delivered by e-mail or other functionally equivalent electronic means of transmission, and those counterparts will together constitute one and the same instrument.

[SIGNATURE PAGE FOLLOWS]

These resolutions are consented to by all of Shareholders under as evidenced by the signatures below.

DATED the _____ day of _____, 2021

**THE CORPORATION OF THE CITY OF
ST. THOMAS**

Name:
Title:

Name:
Title:

**THE CORPORATION OF THE CITY OF
CHATHAM-KENT**

Name:
Title:

Name:
Title:

CORIX ENERGY INC.

Name:
Title:


Name:
Title:

ACKNOWLEDGED AND CONFIRMED as of the date above.

ENTEGRUS INC.

Name:
Title:

Name:
Title:

 [Back to Top](#)

Municipality Of Chatham-Kent

Finance, Budget, Information Technology & Transformation

Information Technology & Transformation

To: Mayor and Members of Council
From: Matthew Payne, Manager of Technology Services
Date: January 14, 2021
Subject: Microsoft Renewal

Recommendations

It is recommended that:

1. The Microsoft Enterprise Licensing Agreements with CDW Canada Inc. be renewed by the Municipality of Chatham-Kent for a total up to \$2,079,165 payable over three years, and all new Microsoft software licenses be awarded to CDW Canada, until March 31, 2024.
2. The Municipality of Chatham-Kent leverage the Microsoft pricing level secured by the Province of Ontario and leverage the Microsoft partner-reseller pricing obtained by the Region of Peel under Peel's competitive tender RFQ 2019-677T.
3. The Director, Information Technology & Transformation be authorized to negotiate and execute the final renewal contracts with Microsoft and CDW Canada Inc., subject to the terms and conditions acceptable to the Purchasing Officer and Director, Legal Services.

Background

The Municipality of Chatham-Kent has benefited greatly from a long-term partnership with Microsoft and CDW Canada Inc.

On March 26, 2012, the tender award for [T12-146 Renewal of Microsoft Software Licensing Agreements](#) was presented to Council. The tender was awarded to CDW Canada Inc. for a three-year term from 2012-2015.

In September 2013, the Regional Municipality of Niagara secured pricing with CDW Canada Inc. that is open to participation for any upper or lower tier government entities, agencies, boards or commissions. This is through co-operative sharing of resources with municipalities and government agencies.

On April 27, 2015, administration presented Council with the [Renewal of Microsoft Licensing RTC](#) for 2015-2018 with the recommendation to leverage the pricing secured by the Regional Municipality of Niagara. The renewal was again awarded to CDW as the single source provider until March 31, 2018.

In September 2016, the Region of Peel, through tender 2016-596T, secured pricing with CDW Canada Inc. that is open to participation to other government service agencies. The tender was intended so that these other agencies shall be entitled, at their option, to enter into a contract with the successful Vendor based on the pricing and terms established in the tender, the Vendor's submission and the resulting contract with the Region of Peel, the Ontario Police Co-operative Purchasing Group and other related agencies.

On March 5, 2018, administration presented Council with the [Renewal of the Microsoft Licensing Agreement RTC](#) for 2018-2021 with the recommendation to leverage the pricing secured by the Regional Municipality of Peel.

In November 2019, once again the Region of Peel, through tender RFQ 2019-677T, secured pricing with CDW Canada Inc. that is open to participation to other government service agencies. Administration is recommending we leverage the pricing secured by the Region of Peel for the 2021-2024 renewal.

Comments

The current Microsoft licensing agreements, as well as any new agreements, are established within the Province of Ontario's enterprise agreement framework, master set of terms and conditions.

Microsoft has confirmed that continuing to establish agreements under the Provincial enterprise framework will result in licensing cost savings overall. Microsoft has also confirmed that it is common practice to establish one licensing re-seller for all enterprise agreements. This ensures comprehensive licensing knowledge is kept to one source, creating economies of scale.

This will ensure a continued cost-effective approach for software licensing into the future.

As of February 1, 2018, the following municipalities have signed their Microsoft renewal agreement with CDW using the above-mentioned RFP:

- Region of Waterloo
- City of Kitchener
- City of Waterloo
- Waterloo Police
- Region of Peel
- City of Brampton

Areas of Strategic Focus and Critical Success Factors

The recommendation(s) in this report support(s) the following areas of strategic focus:

Economic Prosperity:

Chatham-Kent is an innovative and thriving community with a diversified economy

A Healthy and Safe Community:

Chatham-Kent is a healthy and safe community with sustainable population growth

People and Culture:

Chatham-Kent is recognized as a culturally vibrant, dynamic, and creative community

Environmental Sustainability:

Chatham-Kent is a community that is environmentally sustainable and promotes stewardship of our natural resources

The recommendation(s) in this report support(s) the following critical success factors:

Financial Sustainability:

The Corporation of the Municipality of Chatham-Kent is financially sustainable

Open, Transparent and Effective Governance:

The Corporation of the Municipality of Chatham-Kent is open, transparent and effectively governed with efficient and bold, visionary leadership

Has the potential to support all areas of strategic focus & critical success factors

Neutral issues (does not support negatively or positively)

Consultation

The Manager, Legal Services and Purchasing Officer were consulted on this report and have reviewed the terms of the contracts.

Financial Implications

There are no financial implications resulting from the recommendations. All Microsoft licensing costs are covered under the current operational budget within Information Technology & Transformation or covered within operational budgets for project-specific technology requirements.

Prepared by:

Reviewed by:

Matthew Payne
Manager, Infrastructure Services

Catherine Fitzgerald
Director, Information Technology &
Transformation

Reviewed by:

Gord Quinton, MBA, CPA CGA
Chief Financial Officer
Finance, Budget, Information Technology & Transformation

Consulted and confirmed the content of the consultation section of the report by:

Dave Taylor
Director, Legal Services

Jennifer Scherle
Purchasing Officer

Attachment(s): none

C: Purchasing Officer, Financial Services
Legal Officer, Legislative Services

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Municipality of Chatham-Kent

Corporate Services

Municipal Governance

To: Mayor and Members of Council
From: Judy Smith, Director, Municipal Governance/Clerk
Date: January 21, 2021
Subject: Potential Polling Locations for Federal Election

Recommendations

It is recommended that:

1. The Bothwell, Dresden, Wallaceburg, and Thames Campus Arena floors be made available up to the end of July, 2021 for polling locations should a federal election be called.
2. The Highgate Community Hall, Ridgetown Rotary Youth Centre, and Tilbury Arena Hall be made available up to the end of July, 2021 for polling locations should a federal election be called.

Background

Staff of Elections Canada has contacted the Clerk's Office with regard to the possibility of renting municipal facilities for polling locations should a federal election be called. It was indicated, due to the pandemic, school and church locations are not available making it difficult to find larger spaces where social distancing can be in effect.

Comments

Currently, all requested locations are not being utilized by the public due to the recent provincial state of emergency declaration.

With regard to the arena facilities, the ice surfaces remain in at the requested sites, with the exception of Thames Campus Arena.

Based on the current final user permit dates, following are the dates ice will be removed at these arena facilities:

- Bothwell Arena– March 28, 2021
- Dresden Arena – March 28, 2021
- Wallaceburg Memorial Arena – March 28, 2021

Staff typically begin making ice at the Thames Campus Arena the last week of July to be ready for the August 2 ice rental permits.

Additionally, other public hall locations are also being requested. These halls include:

- Highgate Community Hall
- Ridgetown Rotary Youth Centre
- Tilbury Arena Hall

They have also requested the Erieau Fire Hall but it is unavailable during this time.

Elections Canada staff are simply preparing in advance should a federal election be called. It was indicated that should an election not be called by the end of July, another review of locations would be done. With respect to arenas, this is helpful for the municipality, as we cannot commit after this date due to ice surfaces being installed for the 2021-2022 season.

Areas of Strategic Focus and Critical Success Factors

The recommendations in this report support the following areas of strategic focus:

- Economic Prosperity:
Chatham-Kent is an innovative and thriving community with a diversified economy
- A Healthy and Safe Community:
Chatham-Kent is a healthy and safe community with sustainable population growth
- People and Culture:
Chatham-Kent is recognized as a culturally vibrant, dynamic, and creative community
- Environmental Sustainability:
Chatham-Kent is a community that is environmentally sustainable and promotes stewardship of our natural resources

The recommendations in this report support the following critical success factors:

- Financial Sustainability:
The Corporation of the Municipality of Chatham-Kent is financially sustainable
- Open, Transparent and Effective Governance:
The Corporation of the Municipality of Chatham-Kent is open, transparent and effectively governed with efficient and bold, visionary leadership

- Has the potential to support all areas of strategic focus & critical success factors
- Neutral issues (does not support negatively or positively)

Consultation

The Director of Parks, Recreation and Cemeteries was consulted and assisted with the preparation of this report. The Executive Management Team also discussed this item and suggested it go to Council for approval.

Financial Implications

Elections Canada staff indicated they do pay for usage based on the number of polls at each location. At the time of this report, the rate was unknown to Elections Canada staff and could not be shared within this report.

To note, the daily municipal fees for the locations requested are:

- Arena floor space is \$793.71 plus HST and \$476.23 plus HST (not for profit rate)
- Highgate Community Hall \$ 64.50 plus HST
- Ridgetown Rotary Youth Centre \$ 156.59 plus HST
- Tilbury Arena Hall \$ 473.28 plus HST

Prepared by:

Reviewed by:

 Judy Smith, CMO
 Director, Municipal Governance/Clerk

 Cathy Hoffman, MPA, CHRL
 General Manager, Corporate Services/
 Chief Human Resource Officer

Consulted by:

 Jeff Bray, OALA
 Director, Parks, Recreation, and Cemeteries

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Municipality Of Chatham-Kent
Community Human Services
Public Health Unit

To: Mayor and Members of Council
From: Emily Guerin, Public Health Educator
Date: January 19, 2021
Subject: Improvements for CK Public Health's Harm Reduction Program

Recommendations

It is recommended that:

1. Mandatory training on safe sharps disposal practices be continued for all municipal staff, students, and volunteers to complete upon hire.
2. Enhanced safe sharps disposal training be implemented for municipal staff, students, and volunteers who are at higher risk of encountering sharps in their work.
3. Existing applicable policies be updated to include awareness related to mental health and substance use stigma and these updated policies be reviewed by all staff.
4. Enhanced training on mental health and substance use stigma be implemented for all municipal staff who interact with residents from vulnerable populations.
5. The amount of \$10,500 be approved to purchase and install seven 24-hour sharps disposal bins across Chatham-Kent, and that this purchase be funded from the approved 2020 Drug Strategy.
6. The amount of \$18,000 be approved to establish a contract with a biohazardous waste disposal company to regularly empty the bins, and that this purchase be funded from the approved 2020 Drug Strategy. Ongoing costs for this project will be referred to the 2022 budget process.
7. Administration be directed to explore options for a sharps disposal waste depot for the community.

Background

CK Public Health presented a report to Council on December 9, 2019, that provided an update on the elements of its harm reduction program.

On January 13, 2020, the following motion was approved by Council.

“Whereas needles are used by a wide range of community members, including people with medical conditions, and people who use substances;

And whereas various municipal departments continue to receive calls regarding reports of found needles, making it difficult to geographically track the calls and target interventions where truly needed;

And whereas CK Public Health and its partners continue to face challenges in terms of expanding the needle disposal kiosk initiative largely due to logistical and financial limitations;

And whereas when needles are discarded improperly in a public place, it is often a result of not having easy access to safe disposal;

And whereas businesses partnering with the program are facing challenges with a lack of adequate disposal supplies, putting a burden on their business/organization and their employees.

Therefore be it resolved that administration investigate and provide recommendations to Council to improve the Needle-Syringe Program in Chatham-Kent. The report will include an analysis and options for improving the following:

- 1. The distribution model that includes community partner depots and the community outreach program.**
- 2. The bulk purchase of supplies for the program.**
- 3. The ‘Yellow Umbrella’ mobile outreach service.**
- 4. The education messaging and materials for safe needle disposal.**
- 5. The number of locations where harm reduction supplies can be safely disposed of.**
- 6. Options for outdoor needle disposal kiosks.**
- 7. The municipal process for when calls are received regarding needles found out in the community.**

Furthermore, consultation with Aids Committee of Windsor, along with other partners across the Chatham-Kent community, including the Chatham-Kent Drug Awareness Council, be included in the making of the report.

And furthermore, staff be directed to explore alternative partnerships within Chatham-Kent to provide the program moving forward.

And furthermore, this report would be completed in collaboration with the future/pending Municipal Drug Strategy, which is being discussed during the 2020 budget sessions.

And furthermore, staff will report back to Council by June of 2020.”

The declaration of the global COVID-19 pandemic, and the subsequent redeployment of public health staff, impacted CK Public Health's ability to submit the Council report in June 2020.

Comments

CK Public Health has prepared this report outlining the strengths and opportunities for improvement of its harm reduction program. The report relies on the opinions of key community partners who participated in interviews, focus groups, and surveys to inform the recommendations within this report. Direct service users of harm reduction programs and services were not consulted in preparing this report. CK Public Health recognizes this as a limitation and is prioritizing engagement of people who use substances as work moves forward.

Public health units are mandated to reduce the burden of preventable injuries and substance use, and implement or support the implementation of a harm reduction program. Elements of CK Public Health's Harm Reduction Program include:

1. Local opioid response plan – CK Public Health conducted an assessment to understand opioid and substance use-related harms and needs in CK. CK Public Health is currently developing its action plan to address the priorities identified in the assessment. However, as indicated in the [November 18, 2019 information report to Council](#), the funding of a Strategy Coordinator, accountable to the Municipal Council, is a key success factor to mobilize community partners for collective actions to reduce opioid and substance use-related harms in the community. This will be further explored in 2021 as staff work on the Community Drug Strategy.
2. Naloxone distribution and training – The purpose of the program is to distribute naloxone kits to eligible community organizations that can reach key populations to heighten the dissemination of kits. CK Public Health uses a train-the-trainer model to teach agencies how to administer naloxone, support organization policy development surrounding naloxone, and promote naloxone availability in the community.
3. Opioid poisoning early warning and surveillance – CK Public Health takes a leadership role in establishing systems to monitor and identify changes in local risk levels of opioid poisonings. Surveillance and early warning systems include the routine monitoring of key indicators and mechanisms to share timely information among health systems and community partners.

4. Needle syringe program (NSP) – In partnership with Pozitive Pathways Community Services (formerly AIDS Committee of Windsor (ACW)), CK Public Health provides needles, naloxone kits, and other drug use supplies to minimize the spread of blood borne viruses (HIV, Hepatitis B and C) and reduce other harms among people who use drugs and other at-risk populations.

The global COVID-19 pandemic is negatively impacting substance use across Canada. As its spread has been worsening, so has substance use. Research and community partner consultations indicate that the increasing amount of substances being used stems from feelings of stress, anxiety, and loneliness, and a change in one's routine. Clients accessing substance use services (for example, tobacco quit clinics, harm reduction supplies, and rehabilitation programs) are experiencing barriers due to interruption of services and reduced hours of operation. There are also challenges providing basic needs for those experiencing heightened vulnerability (due to exacerbated issues surrounding housing, income security, and transportation). As a result, these issues have increased drug poisonings and unsupported withdrawals.

The global COVID-19 pandemic has also disrupted the street supply of substances. The disruption has contributed to increased poisonings as drugs are cut with more potent substances to make the available supply last (Canadian Centre on Substance Use and Addiction, 2020). Drug shortages may also be leading to the consumption of other harmful substances or more harmful patterns of drug use (United Nations Office on Drugs and Crime, 2020).

The use of CK emergency health services (emergency department (ED) visits/emergency medical service (EMS) calls) related to suspected opioid poisonings and substance use has been elevated over the last year. In 2020 there were nearly double the number of suspected opioid-related EMS calls compared to 2019. Furthermore, CK experienced some of the highest rates of ED visits in the province for suspected opioid poisoning since the start of the pandemic. While opioid poisoning-related ED visits have decreased for the province overall since the state of emergency was declared, the number of opioid-related deaths has increased. In CK the number of confirmed opioid-related deaths for the first eight months of 2020 was already nearly twice as high as 2019, and the number of suspected drug-related deaths also increased compared to 2019.

Since the Harm Reduction Program Update Report submitted to Council in December 2019, there have been several enhancements to the Harm Reduction Program, partly in response to the global COVID-19 pandemic.

- Further expansion of naloxone distribution to clients at the CK Women's Centre, CMHA, Canadian Mental Health Association, Reach Out Chatham-Kent (ROCK) Missions, Hope Haven, the Medicine Unit at CKHA and the CK Emergency Housing operated by ESS. All emergency housing staff, including third-party security, have been trained to recognize and respond to overdoses.

- CK Fire Services has taken additional action to ensure staff are prepared to respond to opioid overdose situations by carrying naloxone kits in all fire vehicles.
- CK Public Health has educated local pharmacies about the naloxone distribution parameters.
- Pozitive Pathways has provided further training with existing needle syringe program (NSP) satellite sites. The NEO360 data tracking tool has allowed greater accountability in monitoring and managing data, which better informs inventory management and program planning.
- CK Public Health has developed a pre-test survey for NSP service users to understand (1) what is the best way to deliver an evaluation to them and (2) what to measure under “client satisfaction” with relation to CK Public Health’s Harm Reduction Program. The pre-test survey and evaluation are expected to be delivered in 2021.
- In collaboration with Reach Out Chatham-Kent (ROCK Missions) and United Way of Chatham-Kent, CK Public Health applied for the Community Opioid Capacity Building (COM-CAP) Project. The goal of the project is to expand peer-led outreach interventions in CK.
- CK Public Health continues to pursue partnerships with service providers who already support people who use substances. CK Public Health is providing them with education, training, and harm reduction supplies to distribute to their direct service users, similar to the Naloxone Expansion Program.
- CK Public Health secured two sharps disposal units at (1) CK Public Health 435 Grand Ave. West, Chatham and (2) CK Community Health Centre, 808 Dufferin Ave., Wallaceburg.
- CK Public Health developed further resources related to safe sharps disposal practices (for example, community posters and signs).
- CK Public Health coordinated with community partners to respond to opioid poisonings. This included pushing out enhanced messaging through communication channels, which continue to alert those at-risk of opioid poisonings in CK and promote access to naloxone and other substance use services and supports.
- CK Public Health created content for National Addictions Awareness Week 2020 and shared information about local services and supports. CK Public Health also discussed the need to change how issues related to mental health and substance use are talked about and addressed.

Although CK Public Health has made several changes to the Harm Reduction Program, ongoing stigma, logistical, and financial limitations have impeded CK Public Health from further expanding the program. Individual and structural level stigma associated with substance use has created barriers that resist the acceptance and the expansion of the harm reduction approach. CK Public Health’s budget for the NSP is used to (1) purchase sterile syringes, which are not supplied through the provincially funded Ontario Harm Reduction Distribution Program (OHRDP), (2) purchase sharps containers, and (3) fund sharps disposal for the NSP. However, the costs associated with delivering the program have consistently been trending upwards, this year in

particular, resulting in additional logistical and financial challenges when attempting to expand the Harm Reduction Program. As a result, to address the complex nature of substance use in CK and expand services and resources, additional support is needed.

1. The distribution model that includes community partner depots and the community outreach program.

Needle Syringe Program (NSP)

CK Public Health's NSP uses a hub and spoke distribution model. This model involves a three-way partnership between CK Public Health, Pozitive Pathways Community Services, and satellite site agencies. In a hub and spoke distribution model, supplies are initially stored at a central establishment and then delivered to multiple outlying locations. In CK Public Health's NSP, Pozitive Pathways is the central hub, while CK Public Health and satellite site agencies function as the outlying spokes to the hub. Adopting this method of operation has significantly increased efficiency and reduced overhead costs. The hub and spoke model has proved effective in other communities as well.

Currently, harm reduction supplies can be accessed at (1) CK Public Health, 177 King Street East, Chatham, (2) Shoppers Drug Mart, 30 McNaughton Avenue, Wallaceburg, and (3) McIntyre I.D.A. Pharmacy, 49 Talbot Street West, Blenheim. These facilities are all NSP satellite sites. From January 2019 to August 2020, approximately 38,886 kits have been distributed, with a combined approximate total of 8,171 transactions across all three NSP satellite sites.

CK Public Health has also partnered with the Chatham-Kent Health Alliance (CKHA) Rapid Access to Addictions Medicine (RAAM) Clinic and Medicine Unit to distribute harm reduction supplies to service users.

Before the pandemic, a CK Public Health Nurse would go to the Community Health Centre in Wallaceburg once a week to distribute harm reduction supplies.

Finally, mobile outreach deliveries to service users and all NSP satellite sites throughout CK is available on Fridays from 11:00 am to 3:00 pm through Pozitive Pathways Community Services. From January 2019 to August 2020, Pozitive Pathways distributed approximately 8,349 kits and has made approximately 271 transactions. Individuals that use the mobile outreach service indicate that they also gather and distribute supplies to their friends. From March to August 2020, there has been a 196 percent increase in the number of kits distributed and a 40 percent increase in the number of transactions through mobile outreach compared to the same time the previous year.

The Windsor Essex Community Health Centre (WECHC) Street Health Team, which focus primarily on Hepatitis C testing, treatment, and support in Chatham-Kent, also provides harm reduction outreach, including harm reduction supply distribution, on Thursdays in CK.

CK Public Health is aware of the limitations to the NSP. For example, one limitation is the number of locations where harm reduction supplies can currently be accessed in CK. Throughout consultations, community partners expressed the need for more satellite sites, particularly in Chatham and Wallaceburg, due to the high volume of transactions occurring at the existing sites. Community partners also expressed the need for expanded outreach services in CK. With satellite sites and outreach, community partners emphasized the importance of establishing positive rapport with clients and creating safe and welcoming environments for them to receive harm reduction services and supports. Additionally, community partners expressed the need for more education and promotion of substance use and harm reduction services in CK.

As a result, CK Public Health will continue to work in collaboration with Positive Pathways to facilitate the expansion of CK's NSP by engaging with service providers to establish new satellite sites. CK Public Health will also continue to explore and develop partnerships with service providers who are willing to distribute harm reduction supplies to their direct service users, similar to the Naloxone Expansion Program.

To address outreach services, CK Public Health, in collaboration with Reach Out Chatham-Kent (ROCK Missions) and United Way of Chatham-Kent, has applied for the Community Opioid Capacity Building (COM-CAP) Project to expand peer-led outreach interventions in CK. CK Public Health will also continue providing education and promoting substance use and harm reduction services in CK.

Naloxone Program

CK Public Health, King Street distributes free Naloxone kits to people at risk of opioid poisoning and their family and friends. Through CK Public Health, in 2018 a total of 184 kits were distributed, including 184 individuals trained, and in 2019 a total of 455 kits were distributed, and 342 individuals trained. In 2020, a total of 257 kits have been distributed, including 99 Individuals trained as of quarter two, ending September 30, 2020.

CK Public Health also coordinates the Naloxone Expansion Program for CK. Currently, CK Public Health has on-boarded eleven organizations to the Naloxone Expansion Program. Since the start of the Naloxone Expansion Program, a total of 187 Naloxone kits have been distributed through the program to people at risk of opioid poisoning and their family and friends.

To help address an increase in opioid-related deaths during the global COVID-19 pandemic, the Ministry recently implemented an expanded access component to the program which allows Public Health Units to onboard organizations that were ineligible to participate. As a result, CK Public Health has begun identifying and on boarding potential partners.

Through the Ontario Naloxone Programs for Pharmacies, both nasal and injectable Naloxone is also available for free at participating pharmacies across CK, and a health card or identification is not required to access it. Pharmacists are also able to provide

two kits to an individual at one time. An individual accessing naloxone through a pharmacy can also do so as many times as they need. CK Public Health is working with local pharmacies to ensure they are aware of these distribution parameters. Through local pharmacies, a total of 1,420 Naloxone kits were distributed in 2018, 1,422 Naloxone kits were distributed in 2019, and 591 Naloxone kits have been distributed from January to May 2020.

From community partner consultations, CK Public Health heard that naloxone distribution and education appear to be accessible throughout CK. However, the further expansion of the program is still needed to continue increasing accessibility for people who use substances. Community partners also emphasized the importance of providing more than one naloxone kit at a time to individuals due to the ongoing concern of the safety of the circulating drug supply locally.

As a result, CK Public Health has begun identifying and onboarding more partners for the Expanded Access component to continue increasing the accessibility of Naloxone in CK. CK Public Health has also been distributing more than one kit to a client at a time and also encourages Naloxone distribution partners to distribute more than one kit to a client at a time as well. CK Public Health will also continue collaborating with community partners to expand access to Naloxone, and if successful in receiving funding through the COM-CAP Project, will expand peer-led outreach interventions in collaboration with ROCK Missions and United Way.

2. The bulk purchase of supplies for the program.

As the central hub, Pozitive Pathways orders harm reduction supplies free of charge from the provincially funded Ontario Harm Reduction Distribution Program (OHRDP). The OHRDP coordinates the distribution of harm reduction supplies to Needle Syringe Programs through a licensed distributor, providing sterile, single-use equipment with product information sheets to help prevent disease transmission and reduce the potential health risks associated with substance use (Ontario Harm Reduction Distribution Program, 2020). The OHRDP does not provide needles, syringes, or sharps containers, so these items are purchased by Pozitive Pathways in bulk to cut down on the costs per unit. The bulk harm reduction supplies are packaged into unique kits developed by Peer Packing Workers employed by Pozitive Pathways and are then distributed to NSP satellite sites and mobile outreach service users. NSP satellite sites submit an order for harm reduction supplies to Pozitive Pathways on Monday of each week, and those supplies are then delivered on Friday.

3. The 'Yellow Umbrella' mobile outreach service.

Pozitive Pathways offers a mobile outreach service called *Yellow Umbrella*, which provides mobile outreach direct to service users and deliveries to all NSP satellite sites throughout Chatham-Kent. Pozitive Pathways has established consistent outreach days and modes for clients to access harm reduction supplies, including naloxone via a mobile outreach service. Harm reduction supplies are accessible through mobile outreach on Fridays in CK.

Service user deliveries can take place in any location and do not require a permanent address. However, clients are requested to submit their order and coordinate a delivery location to provide Pozitive Pathways with the necessary time to prepare orders and confirm the delivery route. Clients can also give used harm reduction equipment to Pozitive Pathways mobile outreach service for safe disposal at CK Public Health, King Street. Through the mobile outreach service, Pozitive Pathways also collects used harm reduction supplies from NSP satellite sites, and arranges for the safe and proper disposal of those supplies at CK Public Health, King Street.

Distributing harm reduction supplies through mobile outreach provides an added mode of distribution, reaching people in areas not served by the satellite sites. Because of its reach, it is a complement to NSP satellite sites. This mode of distribution aims to fill gaps in service delivery and improve access to harm reduction supplies for clients who reside in rural areas and do not access satellite sites due to fears of being identified, distance and transportation issues, disability, among other reasons. However, CK Public Health is aware that there are limitations to the current mobile outreach service. Throughout consultations, community partners expressed the need for expanded and more flexible outreach services to be available in CK, particularly in response to the pandemic.

Community partners also highlighted challenges people who use substances face when using the current mobile outreach service. These challenges include (1) not always having access to a phone or email to place an order, (2) experiencing difficulties scheduling and submitting their order 48 hours before the delivery date, (3) struggling to coordinate a time and location for their supplies to be delivered, and (4) having difficulties determining exactly what and how much harm reduction supplies to order, so it is available.

To address the need for expanded and more flexible outreach services in CK, CK Public Health, in collaboration with ROCK Missions and United Way of Chatham-Kent, has applied for the COM-CAP Project.

4. Education for safe needle disposal.

When clients access CK Public Health's NSP through a satellite site or mobile outreach, they receive a small sharps disposal container for personal use and education regarding safe sharps disposal practices. CK Public Health also provides education over the phone or in-person to municipal staff and departments, local businesses, organizations, and/or residents on how to safely pick-up and dispose sharps found in the community. Currently, CK Public Health has the following educational resources/tools available on safe sharps disposal practices:

- Posters:
 - Found a Needle? (target audience: children/youth)
 - I Found a Needle. Now What? (target audience: adults/general public)
 - Keep Your Community Safe, Use a Sharps Disposal Bin (target audience: people who use substances)

- An instructional video detailing how to safely pick up and dispose of sharps found in the community
- Individual sharps disposal kits are available from CK Public Health for local businesses, organizations, and/or residents of CK
- CK Public Health, Safe Handling and Disposal of Sharps webpage

CK Public Health works to provide education on safe sharps disposal and supports the community with the management of improper disposal. However, through consultations with community partners, it is evident that further education is needed regarding safe sharps disposal practices for municipal staff and departments, local businesses, organizations, and the community. It is recommended that mandatory training be implemented for all municipal staff, students, and volunteers to complete upon hire and annually on safe sharps disposal practices.

CK Public Health also educates municipal staff and departments, local businesses, organizations, and the community on mental health and substance use to address stigma. Based on the findings of CK Public Health's 2019 Opioid Use and Related Harms Situational Assessment, as well as consultations for this report, it is evident that further education is needed to address mental health and substance use stigma in the community. Therefore, it is recommended that mandatory education be implemented for all municipal staff, students, and volunteers to complete upon hire and annually on mental health and substance use stigma. CK Public Health will also continue to provide education on mental health and substance use and partner with organizations, such as the Chatham-Kent Drug Awareness Council (CKDAC), to address mental health and substance use stigma in CK.

5. The number of locations where harm reduction supplies can be safely disposed of and options for outdoor needle disposal kiosks.

Below are the current community locations where used harm reduction supplies can be disposed of safely.

- Sharps can be brought to the following locations during office hours:
 - CK Public Health, King Street
 - McIntyre I.D.A Pharmacy, Blenheim
 - Shoppers Drug Mart, Wallaceburg
 - Yellow Umbrella Mobile Outreach
 - Chatham-Kent Community Health Centre, Wallaceburg
- 24 hour sharps disposal bins are located outdoors at:
 - CK Public Health, Grand Avenue
 - CK Public Health, King Street
- Individual sharps disposal kits are available from CK Public Health for local businesses, organizations, and/or residents of CK.
- CK Public Health can provide certain organizations with 24-hour sharps disposal bins.

- Most pharmacies will provide free sharps containers and disposal of medical sharps. To find a local pharmacy that takes back medical sharps, people can either contact the pharmacy of their choice and ask about their services or visit <http://healthsteward.ca/>.
- For household disposal, sharps can be dropped off on Household Hazardous Waste Day in rigid puncture-proof containers.
- Businesses and health care providers must obtain proper sharps disposal containers and arrange for a contract for disposal from a biomedical waste disposal company.

In CK, the estimated needle return rate was 27.5 percent in 2018 and 64.5 percent in 2019. These return rates indicate that sharps are either disposed of at different locations or disposed of improperly. CK Public Health continues to work with municipal staff and departments, and community partners to determine how to improve the safe disposal of used harm reduction equipment. However, stigma, logistical, and financial limitations have impeded CK Public Health from expanding safe disposal methods.

Strike et al. (2013) recommends providing multiple, convenient locations for safe disposal of used harm reduction equipment. In CK, used harm reduction equipment can be safely disposed of at (1) NSP satellite sites, (2) mobile outreach, and (3) indoor and outdoor sharps disposal bins. The 24-hour sharps disposal bins at both CK Public Health locations are used regularly, with minimal issues/concerns regarding used harm reduction equipment being found discarded improperly on or near the property. Many communities have used 24-hour sharps disposal bins outdoors, and some have even installed syringe vending machines—used to increase access to needles and syringes, and disposal services at times and locations not served by NSPs (Strike et al., 2013).

According to the Best Practice Recommendations for Canadian Harm Reduction Programs, evaluation data has shown that the installation of syringe vending machines does not result in an increase of discarded needles/syringes in the community. It also found that clients will use disposal bins attached or adjacent to syringe vending machines (Strike et al., 2013). Moreover, the Region of Waterloo recently released a report highlighting their multi-pronged sharps disposal strategy, which supports convenient access to harm reduction disposal options, as well as outreach based needle retrieval in the Waterloo Region. Disposal rates in the Waterloo Region increased significantly since 2018 following the introduction of their outdoor kiosk program, with return rates increasing from 46.1 percent in 2017 to 77 percent in 2019 (Region of Waterloo Public Health, 2020).

While establishing appropriate locations for 24-hours sharps disposal bins has been a great challenge, determining a cost-effective way to have those bins monitored, maintained, and emptied is an even greater challenge. CK Public Health can provide some organizations with a bin along with education and training on safe sharps disposal, but CK Public Health does not have the funds available to contract a biohazardous waste disposal company to empty and maintain the bins on an ongoing basis. Many community partners that have expressed interest in having a 24-hour

sharps disposal bin installed outdoors on their property do not have the funding or resources available to contract a biohazardous waste disposal company. At the same time, they are not comfortable with their staff emptying and maintaining the bins on an ongoing basis.

Currently, municipal departments bring sharps found in the community to CK Public Health, King Street, to be disposed of safely. However, as highlighted in the motion, municipal staff occasionally bring sharps found to satellite sites that cannot take back sharps from municipal departments. When municipal staff bring sharps found in the community to CK Public Health, King Street, instead of bringing the sharps indoors to be disposed of safely, municipal staff occasionally dispose of the sharps in the 24-hour sharps disposal bin located outdoors. As such, the 24-hour sharps disposal bin is regularly full, resulting in Public Health Nurses emptying it often. If municipal staff need to dispose of a substantial number of sharps, it may be difficult to dispose of them safely due to the limited amount of biohazardous storage available at CK Public Health, King Street. It is also difficult to dispose of a substantial number of sharps because of the lack of Municipal sharps disposal options available in CK. Although it is the responsibility of property management at apartment/commercial buildings to dispose of sharps found on their property, CK Public Health often receives requests from property management to dispose of substantial amounts of sharps since (1) Household Hazardous Waste Day is only offered one day per year and (2) there are limited sharps disposal options available in CK. Satellite sites and CK Public Health, King Street, do not have the capacity or resources available to accept used harm reduction supplies in substantial amounts. As a result, this factor may influence a person's ability to properly dispose of sharps.

Strong collaboration from multiple municipal departments and community partners is needed to address the gaps surrounding sharps disposal in CK. Many communities have installed multiple 24-hour sharps disposal bins in geographically relevant but also discrete locations and have established contracts with biohazardous waste disposal companies to empty and maintain those bins regularly. These communities have also developed special waste depots for sharps disposal and other biohazardous waste. As a result, it is recommended that seven 24-hour sharps disposal bins be installed on and a contract with a biohazardous waste disposal company be established to regularly empty the bins. Increasing the number of sharps disposal bins throughout the community may reduce the number of improperly discarded sharps. Also, it is recommended that administration explore options for a sharps disposal waste depot for the community.

6. The municipal process for when calls are received regarding needles found out in the community.

If a needle is found on public property (for example, sidewalks, streets, parks, trails, etc.), individuals are to contact the Chatham-Kent Customer Service Department at 519-360-1998. The Customer Service Department will ask a series of questions to confirm that the needle is on public property, and once confirmed, will complete an ACR to arrange for the appropriate department to pick up and dispose of the needle. If a

needle is found on private property (for example, a home or business), individuals are asked to contact CK Public Health at 519-355-1071 for safe handling and disposal methods. CK Public Health does not pick up and dispose of needles. Needles are to be brought to CK Public Health, King Street, in a puncture-proof, sealable container to be disposed of safely.

Limited knowledge, education, and training on the safe handling and disposal of sharps, along with not having the proper equipment/tools, leads to the needle found process often not being followed. As such, challenges surround the documentation of locations where sharps are found in CK. To further these challenges, municipal departments also use different methods of tracking and reporting if/when sharps are found.

In collaboration with municipal departments CK Public Health will engage in quality improvement activities to streamline processes and ensure a client-centred focus throughout the process of a needle being found in the community. CK Public Health will also collaborate with municipal departments to develop a coordinated approach to document sharps found in the community. Developing shared infrastructure and processes to document the number of calls about sharps found in the community, where sharps are found (for example, through GIS mapping), and the number of sharps found will give partners a better understanding of the issue and support departments to target any interventions (for example, those discussed in section five) in "hot spot" areas.

7. Other Considerations.

Community partners not only highlighted the need for expanded NSP satellite sites, outreach, and naloxone distribution and training, but also advocated for supervised consumption sites and services in CK due to increased suspected drug poisonings. International and Canadian evidence clearly demonstrates that supervised consumption sites and services save lives, connect people to social services, and serve as pathways to treatment (Government of Canada, 2020). When properly established, supervised consumption sites and services:

1. Reduce the risk of drug poisonings because people are not using alone,
2. Connect people to social services, such as housing, employment assistance, and food banks
3. Provide or connect people to healthcare and treatment,
4. Reduce public substance use and discarded harm reduction equipment,
5. Reduce spread of infectious diseases,
6. Reduce strain on emergency medical services, and
7. Provide space for people to connect with staff and peers (Government of Canada, 2020).

Community partners also identified the need for improved follow-up after an individual experiences a drug poisoning. Safe consumption sites and services would support this, however it would be important to explore other innovative ways to support individuals

who have experienced a drug poisoning. For example, expanding the mobile crisis unit to include social workers who would attend calls not criminal in nature.

Community partners also expressed the need for:

- an expanded withdrawal management, treatment, and recovery services and supports;
- a unified and coordinated response to advocate for increased funding for safer supply initiatives and for the movement to decriminalize people who possess controlled substances for personal use; and
- a greater focus on substance use prevention and recommended that youth be involved in all aspects.

All of the above can be addressed by a comprehensive community drug strategy that is flexible to changing local needs and conditions.

In the 2020 budget process Council approved \$110,000 from reserves to fund the coordination of a community drug strategy. Due to the demands of CK Public Health's response to the COVID-19 pandemic, this has not been implemented. This project will proceed in 2021 when CK Public Health is able to allocate time and staff resources.

However, during the consultation and preparation for this report, the Health Unit identified an urgent need for safe sharps disposal bins across Chatham-Kent. Administration believes that the community drug strategy will meet it's mandate and stay within the remaining \$81,500.

Areas of Strategic Focus and Critical Success Factors

The recommendations in this report support the following areas of strategic focus:

Economic Prosperity:

Chatham-Kent is an innovative and thriving community with a diversified economy

A Healthy and Safe Community:

Chatham-Kent is a healthy and safe community with sustainable population growth

People and Culture:

Chatham-Kent is recognized as a culturally vibrant, dynamic, and creative community

Environmental Sustainability:

Chatham-Kent is a community that is environmentally sustainable and promotes stewardship of our natural resources

The recommendations in this report support the following critical success factors:

Financial Sustainability:

The Corporation of the Municipality of Chatham-Kent is financially sustainable

Open, Transparent and Effective Governance:

The Corporation of the Municipality of Chatham-Kent is open, transparent and effectively governed with efficient and bold, visionary leadership

Has the potential to support all areas of strategic focus & critical success factors

Neutral issues (does not support negatively or positively)

Consultation

The Public Works and Human Resources and Organizational Development divisions were consulted on the writing of the recommendations in this report.

As well, the Health Unit consulted with a variety of municipal departments and community partners in the development of the overall Harm Reduction Program. The following community partner organizations were consulted:

- Bluewater Methadone Clinic
- Chatham-Kent Community Health Centres
- Members of Chatham-Kent Council
- Members of the Municipal Drug Strategy Coordinators Network of Ontario representing municipal-led drug strategies across the province
- Pozitive Pathways Community Services (formerly AIDS Committee of Windsor)
- Reach Out Chatham-Kent (ROCK Missions)
- Shopper's Drug Mart, Wallaceburg
- The Chatham-Kent Drug Awareness Council
- United Way of Chatham-Kent
- Wallaceburg Community Roundtable
- Windsor Essex Community Health Centre

Financial Implications

The requests for \$10,500 for the purchase and installation of seven sharps disposal bins and the \$18,000 for the emptying and disposal of sharps will be funded from the previously approved 2020 drug strategy.

Prepared by:

Reviewed by:

Emily Guerin
Health Educator, Public Health

Carina Caryn, MPH
Program Manager, Public Health

Reviewed by:

Reviewed by:

April Rietdyk, RN, BScN, MHS, PhD PUBH
General Manager
Community Human Services

Teresa Bendo, MBA
Director, Public Health

Consulted and confirmed the content of the consultation section of the report by:

Lucas Chambers, Manager, Talent Acquisition and Development
Human Resources and Organizational Development

Ryan Brown, Director, Public Works

Attachment: None

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Back to Top

Municipality Of Chatham-Kent
Community Human Services
Public Health Unit

To: Mayor and Members of Council
From: April Rietdyk, GM, Community Human Services/CEO CK Public Health
Date: January 19, 2021
Subject: Indigenous Representative Appointment to the Chatham-Kent Board of Health

Recommendations

It is recommended that:

1. Joshua Caron be appointed to the Chatham-Kent Board of Health as the Indigenous Representative to fill the current vacancy. This appointment will end December 31, 2022.

Background

The Chatham-Kent Board of Health is made up of four current members of Council, appointed by Council following each municipal election; two citizen appointments; one provincial appointment; and one Indigenous representative. The Indigenous Representative position has been vacant since September, 2020.

Comments

Recruitment was conducted by posting information to the Municipal website, as well as issuing a media release on September 9, 2020. The application deadline was September 25, 2020.

The top scoring candidate is outlined in the table below:

	Name	Related Education/Experience
1.	Joshua Caron Political Science and Criminology Student, University of Windsor	Knowledge of Indigenous community issues, communications, work with priority populations, leadership, experience working with teams

On December 17, an interview was conducted with Mr. Caron. The interview panel consisted of the GM, Community Human Services and the Chair, Chatham-Kent Board of Health. The panel recommends the appointment of Mr. Caron. On January 5, 2021, the Chatham-Kent Board of Health approved recommending the appointment of Joshua Caron to Council.

Areas of Strategic Focus and Critical Success Factors

The recommendations in this report support the following areas of strategic focus:

Economic Prosperity:

Chatham-Kent is an innovative and thriving community with a diversified economy

A Healthy and Safe Community:

Chatham-Kent is a healthy and safe community with sustainable population growth

People and Culture:

Chatham-Kent is recognized as a culturally vibrant, dynamic, and creative community

Environmental Sustainability:

Chatham-Kent is a community that is environmentally sustainable and promotes stewardship of our natural resources

The recommendations in this report support the following critical success factors:

Financial Sustainability:

The Corporation of the Municipality of Chatham-Kent is financially sustainable

Open, Transparent and Effective Governance:

The Corporation of the Municipality of Chatham-Kent is open, transparent and effectively governed with efficient and bold, visionary leadership

Has the potential to support all areas of strategic focus & critical success factors

Neutral issues (does not support negatively or positively)

Consultation

The Municipal Clerk was consulted regarding the posting process.

Financial Implications

There are no financial implications to this recommendation.

Prepared by:

April Rietdyk, RN, BScN, MHS, PhD PUBH
General Manager
Community Human Services

Consulted and confirmed the content of the consultation section of the report by:

Judy Smith, CMO
Director Municipal Governance/Clerk

Attachment: None

c Judy Smith, Director Municipal Governance/Clerk

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[Back to Top](#)

Municipality Of Chatham-Kent
Infrastructure and Engineering Services
Drainage, Asset and Waste Management

To: Mayor and Members of Council

From: Tim Dick, C.E.T.
Director,
Drainage, Asset and Waste Management

Date: January 8, 2021

Subject: Tile Drainage Loan Debenture By-law and Inspection

Recommendation

It is recommended that:

1. The Rating By-law for Tile Loan Debenture # 2021-03 for March 1, 2021 imposing special annual drainage rates under the Tile Drainage Act be approved.

Background

The Province of Ontario provides loans to property owners through the Tile Loan Program to assist in funding the installation of private farm tile on their agricultural properties. The program is governed by the Tile Drainage Act. The Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) announced the criteria for the 2020/2021 Tile Loan Program would remain the same as last year, offering an annual loan maximum of \$50,000 with a 6% interest rate for a ten year term. Tile drainage loans are available on a first come first served basis for the Provincial fiscal year. The \$50,000 loan limit is on a per owner basis, not on a per property basis. The details of the current Tile Loan Program were confirmed by phone call.

Comments

The Tile Drainage Act requires that the Council of the local municipality adopt an authorizing debenture by-law for tile loans.

The following inspections have met the criteria as set out under the Tile Drainage Act.

Tile Drainage Loan Inspection Completed and Loan Requested

Roll No.	Land to be Drained	Amount of Loan Requested	Annual Payment
210.003.43300	Pt Lot 5 Conc 11 Community of Howard	\$29,100.00	\$3,953.76
	Total	\$29,100.00	\$3,953.76

Areas of Strategic Focus and Critical Success Factors

The recommendation in this report supports the following areas of strategic focus:

- Economic Prosperity:
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Chatham-Kent is a community that is environmentally sustainable and promotes stewardship of our natural resources

The recommendation in this report supports the following critical success factors:

- Financial Sustainability:
The Corporation of the Municipality of Chatham-Kent is financially sustainable
- Open, Transparent and Effective Governance:
The Corporation of the Municipality of Chatham-Kent is open, transparent and effectively governed with efficient and bold, visionary leadership
- Has the potential to support all areas of strategic focus & critical success factors
- Neutral issues (does not support negatively or positively)

Consultation

Confirmation has been received this year from the Environmental Management Branch office of the Ontario Ministry of Agriculture, Food and Rural Affairs announcing that funding is available through the Tile Loan Program for the 2020/2021 fiscal year.

Financial Implications

A \$270 inspection fee is charged to property owners for inspecting and processing tile loans. It is included as an eligible cost for obtaining a tile loan. This user fee is authorized under Section 391 (1) of the Municipal Act, 2001, (S.O. 2001, c.25) and is a budget revenue item for the Drainage Division.

Prepared by:

Reviewed by:

Connie Blair
Drainage Analyst

Brigan Barlow,
Manager, Drainage Services

Reviewed by:

Reviewed by:

Tim Dick, C.E.T.
Director,
Drainage, Asset & Waste Management

Thomas Kelly, P. Eng., MBA
General Manager
Infrastructure and Engineering Services

Attachment: none
C: None

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Back to Top

Municipality of Chatham-Kent
Infrastructure and Engineering Services
Engineering and Transportation Division

To: Mayor and Members of Council

From: Jan Metcalfe, C.Tech
Engineering Technologist

Date: January 18, 2021

Subject: Dedicated Gas Tax Funds for Public Transportation Systems
April 2020 – March 2021 Program

Recommendation

It is recommended that:

1. In order to adhere to Provincial requirements relating to the announced sharing of Provincial gas tax revenues for the 2020 – 2021 program:
 - a) The Mayor and Treasurer be authorized to sign the necessary Letter of Agreement which shall be submitted to the Ministry of Transportation.
 - b) The Engineering and Transportation Division be authorized to prepare and coordinate approvals for any necessary reporting forms and forward to the Ministry of Transportation at the appropriate time.

Background

The Province has a vision for a stronger Ontario built around strong communities, a vibrant economy and healthier, more liveable cities with increased access to public transportation, reduced commute times and cleaner air for all Ontarians. By providing a portion of the gas tax for public transportation, the Province assists municipalities to become more self-sustaining in that regard.

As of October 2004, the Province provided 1 cent per litre of gas tax funds to Ontario municipalities, increasing as of October 2005 to 1.5 cents per litre, and, since October 2006, has consistently provided 2 cents per litre annually.

As of 2013 and pursuant to the *Dedicated Funding for Public Transportation Act, 2013* (“DFPTA”), a portion of the provincial gasoline tax revenue is dedicated to the provision of grants to municipalities for public transportation, including those pursuant to the program. The portion of the gas tax that is dedicated in each fiscal year is an amount determined using a formula set out in the DFPTA.

The 2020 - 2021 program will run from April 1, 2020 to March 31, 2021. The new allocation of funding for the program for 109 public transit systems representing 144 municipalities will amount to approximately \$378.6 million.

The purpose of the program is to provide dedicated gas tax funds to Ontario municipalities to ensure that local public transportation services continue, and to increase overall ridership through the expansion of public transportation capital infrastructure and levels of service. To be eligible to receive dedicated gas tax funds, a municipality must contribute financially towards their public transportation services.

For 2020 - 2021 and unless otherwise approved in writing by the Ministry, only municipalities that have submitted their 2019 annual data survey to the Canadian Urban Transit Association (CUTA), and their 2019 Gas Tax reporting forms to the Ministry, will be eligible to receive dedicated gas tax funds.

A municipality receiving dedicated gas tax funds must ensure that all funds received and any related interest are used exclusively towards the provision of public transportation services, and, unless otherwise approved in writing by the Ministry, disbursement of dedicated gas tax funds and any related interest must be net of any rebate, credit or refund, for which it has received, will receive, or is eligible to receive.

All public transportation services and public transportation vehicles must be fully accessible in accordance with the requirements set out under the following statutes and regulations, as may be amended from time to time: the *Accessibility for Ontarians with Disabilities Act, 2005*, S.O. 2005, c. 11 and the *Integrated Accessibility Standards*, O. Reg. 191/11 made under that *Act*; the *Highway Traffic Act*, R.S.O. 1990, c. H.8 and the *Accessible Vehicles*, R.R.O. 1990, Reg. 629 made under that *Act*; and the *Public Vehicles Act*, R.S.O. 1990, c. P. 54. In addition to the above, the acquisition of public transportation vehicles must comply with the Canadian Content Policy requirements.

Unless the Ministry otherwise approves in writing, in 2020 - 2021, gas tax revenues and any related interest can only be used to support municipal public transportation expenditures above a municipality's baseline spending and not to reduce or replace current levels of municipal public transportation funding. External audit and financial reporting costs are not eligible expenditures to which dedicated gas tax funding can be applied or the Ministry may reimburse.

The program is an important element of the ongoing relationship between the Province and Ontario municipalities. Municipalities receiving dedicated gas tax funds must meet the requirements set out in the guidelines and requirements.

As recently announced, Ontario has moved forward with the commitment to make Gas Tax funding permanent with passage of the *Dedicated Funding for Public Transportation Act, 2013*. The Municipality of Chatham-Kent will be eligible to receive an allocation of \$988,813 for the period April 2020 – March 2021.

This information has been provided by the Ministry of Transportation’s “Dedicated Gas Tax Funds for Public Transportation Program 2020/21 Guidelines and Requirements” document. (Document available upon request).

Comments

To date, Chatham-Kent’s allocations (totaling \$14,952,570) are summarized as follows:

Table 1: Summary of Allocations to the Municipality of Chatham-Kent
Dedicated Gas Tax for Public Transportation Systems – Allocation Period 2004 – March 2021

Year	Amount
2004 - 2005	\$ 542,581
2005 - 2006	\$ 790,447
2006 - 2007	\$ 833,408
2007 - 2008	\$ 829,971
2008 - 2009	\$ 891,567
2009 - 2010	\$ 1,002,967
2010 - 2011	\$ 990,779
2011 - 2012	\$ 979,869
2012 - 2013	\$ 966,467
October 2013 – March 2014 (six month period only)	\$ 473,483
April 2014 – March 2015	\$ 914,806
April 2015 – March 2016	\$ 950,306
April 2016 – March 2017	\$ 910,120
April 2017 – March 2018	\$ 952,316
April 2018 – March 2019	\$ 965,599
April 2019 – March 2020	\$ 969,071
April 2020 – March 2021	\$ 988,813
TOTAL ALLOCATION TO DATE:	\$ 14,952,570

Areas of Strategic Focus and Critical Success Factors

The recommendation in this report supports the following areas of strategic focus:

- Economic Prosperity:
Chatham-Kent is an innovative and thriving community with a diversified economy
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Chatham-Kent is a healthy and safe community with sustainable population growth
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Chatham-Kent is a community that is environmentally sustainable and promotes stewardship of our natural resources

The recommendation in this report supports the following critical success factors:

- Financial Sustainability:
The Corporation of the Municipality of Chatham-Kent is financially sustainable
- Open, Transparent and Effective Governance:
The Corporation of the Municipality of Chatham-Kent is open, transparent and effectively governed with efficient and bold, visionary leadership
- Has the potential to support all areas of strategic focus & critical success factors
- Neutral issues (does not support negatively or positively)

Consultation

No consultations were held related to the preparation of this report, as it simply permits execution of the necessary agreements associated with the Dedicated Gas Tax Funds for Public Transportation program as administered by the Ministry of Transportation.

Although not specifically part of this report, it should be noted that Council, administration and the general public have been consulted as required on specific expenditures of gas tax fund receipts. This practice shall continue for the duration of the program.

Financial Implications

As indicated by the Ministry of Transportation, the execution of the agreements identified within this report suggest that the Municipality of Chatham-Kent will receive an allocation of \$988,813 to enhance and expand public transportation within the Municipality of Chatham-Kent.

Prepared by:

Reviewed by:

Jan Metcalfe, C.Tech
Engineering Technologist
Engineering & Transportation Division

Ann-Marie Millson
Manager,
Engineering & Transportation Division

Reviewed by:

Reviewed by:

Chris Thibert, P.Eng.
Director
Engineering & Transportation Division

Thomas Kelly, P.Eng., MBA
General Manager
Infrastructure and Engineering Services

Attachment: None

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Public Transportation System April 2020 – March 2021 Program.docx

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Back to Top

Municipality Of Chatham-Kent
Infrastructure and Engineering Services
Public Works

To: Mayor and Members of Council
From: Dennis Chepeka, Manager Public Works North
Date: December 15, 2020
Subject: Downtown Chatham Streetlight Replacement Project Materials Purchase

Recommendation

It is recommended that:

1. The material costs of \$417,961.13 including HST for the purchase of replacement street light poles and appurtenances for Downtown Chatham be funded from the 2020 Capital Projects LED Ornamental streetlight conversion account.

Background

There are 52 street lights serving King Street, Third Street, Fourth Street, Fifth Street and William Street in Downtown Chatham. The existing decorative poles were installed in the mid-eighties by the former Chatham Hydro Commission.

In early 2019, concerns with the deterioration and safety of these poles, and the lack of availability of replacement parts were identified by technicians from Entegrus Power and reported to Public Works. It was agreed that the process of replacing the poles needed to be initiated.

Comments

In January, 2020 representatives from Public Works and Entegrus began the design process for the project. It was agreed that Entegrus would manage the project on behalf of Public Works including the design, tendering and inspection of the project with an anticipated start date of March 2021.

The style of the poles and lights were determined and an illumination study was undertaken by Entegrus to quantify the number of units required and their location. In order to meet the target start date, the manufacturer recommended production to begin in January 2021, as the manufacturing process would be a minimum of 12-14 weeks.

The costs for installation of the new poles will be determined through the municipal purchasing process in early 2021 and the results will be presented in a subsequent report to Council.

Areas of Strategic Focus and Critical Success Factors

The recommendation in this report supports the following areas of strategic focus:

Economic Prosperity:

Chatham-Kent is an innovative and thriving community with a diversified economy

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Open, Transparent and Effective Governance:

The Corporation of the Municipality of Chatham-Kent is open, transparent and effectively governed with efficient and bold, visionary leadership

Has the potential to support all areas of strategic focus & critical success factors

Neutral issues (does not support negatively or positively)

Consultation

Financial Services has verified the 2019 balance in the street light pole reserves.

Financial Implications

The total cost of the lighting project is \$417,962 which includes all material, labor and Entegrus administrative costs. It is recommended that the costs associated with the

project be funded from the 2020 Ornamental Streetlight Conversion Capital account, as set out in the table below.

Description	Total
A) Project Costs	
Project Subtotal	\$391,496
Add: Non-Recoverable HST (1.76%)	6,890
Add: 5% Entegrus Administration and Restocking Fees	19,575
Total Project Costs	\$417,961
B) Available Funding	\$1,300,000
Less: Project Costs	(417,961)
Remaining Capital Funding – 2020 LED Ornamental Streetlight Conversion	\$882,039

Prepared by:

Dennis Chepeka, CET, CRSI
Manager, Public Works North

Reviewed by:

Ryan Brown, P.Eng.
Director, Public Works


Reviewed by:

Thomas Kelly, P. Eng., MBA
General Manager
Infrastructure and Engineering Services

Attachments: None

c Financial Analysts (via email group)

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 [Back to Top](#)

Municipality of Chatham-Kent
Infrastructure and Engineering Services
Drainage, Asset and Waste Management

To: Mayor and Members of Council

From: Tim Dick, C.E.T.
Director of Drainage, Asset and Waste Management

Date: January 14, 2021

Subject: Erie Shore Drive – Next Steps

Recommendations

It is recommended that:

1. A Request for Proposal (RFP) be released to appoint a qualified engineering consultant under Section 78 of the Drainage Act to consider better use, maintenance and repair of any drainage works within the Burk Drainage Scheme.
2. The appointed consultant be instructed to prepare a preliminary report under Section 10 of the Drainage Act.

Background

In March 2020, Public Works completed “Phase 1” of efforts to stabilize the existing roadway and dike along Erie Shore Drive (ESD) to mitigate the risk of dike failure noted in a Golder Associates engineering study. This included the raising and relocation of the continuous row of concrete blocks to a location at the centerline of the travelled portion of the road. The row of concrete blocks were reinforced in the rear with compacted clay over the north lane of the road. Spillways were created to control flows over the Lakeshore Drain south bank in order to minimize the effects of erosion and degradation of the dike. To date, this action has served the Municipality well as a short-term measure to minimize the risk and damages to the dike and road infrastructure.

Administration has brought a number of reports to Council (RTC) regarding ESD over the past three years. The most recent report entitled “Chatham-Kent Lake Erie Shoreline Study” was prepared and presented by Zuzek Inc. at the May 4, 2020 Council meeting.

Council endorsed six recommendations in the report, namely:

Consistent with the “Chatham-Kent Lake Erie Shoreline Study” (Zuzek report) dated April 23, 2020, it is recommended that:

1. Chatham-Kent prioritize the most vulnerable areas along Lake Erie and proceed with the following:
 - a. Region 2B: develop a long-term plan for ESD following the Drainage Act process recommended in Appendices A and B of the Zuzek report.
 - b. Region 3A: continue on-going maintenance efforts to protect and maintain the dike along Erieau Road opposite St. Anne’s Church.
 - c. Region 1B: incorporate the findings of the subject study and complete the Environmental Assessment for the Talbot Trail realignment and report back to Council.
 - d. Region 1D: incorporate the findings of the subject study and complete the Environmental Assessment for Rose Beach Line and report back to Council.
2. Administration continue to seek funding from both the Provincial and Federal governments to assist with significant flooding and erosion challenges facing Chatham-Kent as described in the subject report.
3. Administration initiate discussions with the Provincial Government to obtain a commitment and Provincial funding to restore the Rondeau barrier beach.
4. Long term, Administration work toward a strategy on the approaches for the remaining regions and sub-regions identified in Table 1 of the Zuzek report.
5. Upon completion of Lower Thames Valley Conservation Authority policy and hazard mapping updates identified in the subject report, Administration initiate a formal review of the Official Plan land use policies and Zoning By-law regulations related to the Lake Erie shoreline areas.
6. That Administration return to Council with a report to identify opportunities and programs (human, information, or financial resource based) that can be made available to home owners living in the most vulnerable areas along Lake Erie to protect and maintain their properties, given the long term nature of the solutions outlined in the Zuzek report. These opportunities should be complementary (and in addition to) the recommendations listed above.

The following next steps were also described in detail in the May 4, 2020 RTC:

“It is recommended that residents of ESD initiate and sign a petition under Section 4 of the Drainage Act. This is consistent with the recommendation provided at the November 29, 2017 public meeting and to Council on December 11, 2017.

Upon receipt of the petition, administration will recommend the appointment of a qualified Drainage Engineer to initiate a preliminary report under Section 10 of the Drainage Act. Considering the large scope and complexity of this endeavor, a preliminary report is the most logical approach because it will include high-level design concepts and cost estimates for the proposed work. Most importantly, it will provide a proposal on the distribution of costs to each benefitting landowner. Regulatory and environmental concerns will also be addressed early in the process. Section 10 directs the engineer to consider the “cost benefit” in his/her analysis of the work being contemplated.

Per the Drainage Act, Section 4, a petition is valid for area to be drained if signed by:

- a) the majority in number of the owners, as shown by the last revised assessment roll of lands in the area, including the owners of any roads in the area, or
- b) the owner or owners, as shown by the last revised assessment roll, of lands in the area representing at least 60 per cent of the hectareage in the area;

The validity of a petition is determined exclusively by the appointed Drainage Engineer

Due to the current conditions and short term nature of the diking repairs recently completed along ESD, it is recommended that the ESD residents and inland owners submit a petition to the Municipal Clerk within 60 to 90 days (July/2020).”

A petition under section 4 of the Drainage Act by the property owners would provide an appropriate method to proceed with various works as well as comprehensive mechanism for public involvement and consultation. Due to the short-term nature of the existing technical solution, the RTC suggested that the shoreline home and cottage owners follow this approach and be provided at least three months to do so. Almost eight months have passed and no petition has been received. In light of this fact, this report provides new recommendations specific to item 1a. of the May 4, 2020 RTC.

In October, 2020, a law firm representing numerous residents along ESD submitted a “Notice” to Chatham-Kent under Section 79 of the Drainage Act alleging that existing drainage works in the Burk Drainage Scheme constructed under the Drainage Act are

out of repair.

Comments

The Drainage Act process provides a well-established, legislated process for constituent consultation and decision making. Administration has identified two possible directions under the Drainage Act related to ESD. The first is a process under Section 4 of the Drainage Act for a new comprehensive shoreline project. The second is to utilize Section 78 of the Drainage Act to appoint an engineer to review existing drainage works within the Burk Drainage Scheme and determine potential areas for better use, maintenance and repair by means of a new engineer's report.

Pertaining to the Section 4 option, Council has the ability to initiate a new comprehensive shoreline protection project by means of a petition without signatures from residents. Administration does not recommend this direction for several reasons including:

- The high cost of the project, with estimates ranging from \$22.5 to \$84.4 million dependent upon the scope of the project
- Lack of senior government funding
- To date, there is no clear financial commitment from the majority of the shoreline residents to proceed with a comprehensive shoreline project

Administration does recommend that a report be prepared under Section 78 of the Drainage Act for consideration of the better use, repair and improvement of drainage works within the Burk Drainage Scheme. As a first step, a preliminary report will be prepared under Section 10 of the Drainage Act. This report will also serve to provide Council and Administration with relevant information to assess the Section 79 "Notice" received from ESD legal representation, including whether repair and/or maintenance of the Burk Drainage Scheme is necessary. Although there are previous engineer's reports considering options for the better use, repair and improvement of the Lakeshore Drain and Burk Drainage scheme, those reports are not updated with respect to the current conditions on ESD.

The preliminary report will provide:

- A third party, independent engineering assessment
- High level design options, cost estimates and stakeholder assessment proportions for any proposed works
- Environmental appraisals and cost benefit analysis
- A well defined public consultation and legal process for consideration of any engineering recommendations

Areas of Strategic Focus and Critical Success Factors

The recommendations in this report support the following areas of strategic focus:

- Economic Prosperity:
Chatham-Kent is an innovative and thriving community with a diversified economy
- A Healthy and Safe Community:
Chatham-Kent is a healthy and safe community with sustainable population growth
- People and Culture:
Chatham-Kent is recognized as a culturally vibrant, dynamic, and creative community
- Environmental Sustainability:
Chatham-Kent is a community that is environmentally sustainable and promotes stewardship of our natural resources

The recommendations in this report support the following critical success factors:

- Financial Sustainability:
The Corporation of the Municipality of Chatham-Kent is financially sustainable
- Open, Transparent and Effective Governance:
The Corporation of the Municipality of Chatham-Kent is open, transparent and effectively governed with efficient and bold, visionary leadership
- Has the potential to support all areas of strategic focus & critical success factors
- Neutral issues (does not support negatively or positively)

Consultation

Legal Services and the Chief Financial Officer/Treasurer were consulted on the content of this report.

Financial Implications

The cost of all engineering, construction and reports will be accumulated to a recoverable capital drainage account. When a final report is completed, all costs will be assessed to benefitting landowners in accordance with the assessment proportions provided in the final engineer's report. If Council decides not to proceed with the project after receiving the preliminary report, all costs expended to-date will be borne by the Municipality.

Administration will return to Council with the results of the RFP for final approval prior to

proceeding with the preliminary report.

Prepared by:

Reviewed by:

Tim Dick, C.E.T.
Director
Drainage, Asset and Waste Management

Thomas Kelly, P. Eng., MBA
General Manager
Infrastructure and Engineering Services

Consulted and confirmed the content of the consultation section of the report by:

David Taylor,
Director, Legal Services

Gord Quinton, MBA, CPA, CGA
Chief Financial Officer/Treasurer

Attachments: None

C: Director, Legal Services
Chief Financial Officer/Treasurer

p:\rtc\infrastructure and engineering\i & es\2021\4327 - erie shore drive - next steps.docx

▲
Back to Top

Memorandum

To: Mayor and Members of Chatham-Kent Council
From: Heather Haynes, Council Assistant
Date: February 1, 2021
Re: Council Information Package

I have attached a list of items that have come into the office that may be of interest to members of Council. Please note that in accordance with Section 6.4(d) of the Procedural By-law, **Any member of Council may raise for discussion a communication, petition or resolution that is in the Information Package during the Approval of Communication Items portion of the Council Meeting.**

1. Correspondence From

- (a) Letter from Geoff Bowlby, Director General, Census Management Office, Statistics Canada to Mayor Canniff dated January 13, 2021 re 2021 Census of Population.
- (b) Letter from Caroline Mulroney, Minister of Transportation to Mayor Darrin Canniff dated January 14, 2021 re 2020-2021 Gas Tax Program and Funding Allocation - \$988,813.00.
- (c) Communication from Jennifer Keyes, Director, Resources Planning and Development Policy, Ministry of Natural Resources and Forestry received, January 2021 re Proposed regulation for compressed air energy storage in reservoirs.
- (d) Letter from Michael R. Bloomberg, Founder of Bloomberg Philanthropies and 108th Mayor of New York City to Mayor Canniff dated January 11, 2021 re Bloomberg Philanthropies 2021 Global Mayors Challenge.
- (e) Letter from Christine Elliott, Deputy Premier and Minister of Health to Mayor Canniff dated January 19, 2021 re One-time funding for the 2020 Calendar Year Supporting Paramedic Services and Dispatch Centres.
- (f) Communication from Shaffina Kassam, Manager, Funding Programs, Ontario Region Environment and Climate Change Canada received January 21, 2021 re EcoAction Community Funding Program.
- (g) Letter from Steve Clark, Minister of Municipal Affairs and Housing dated January 26, 2021 re Municipal Modernization Program.

2. Resolutions

- (a) Resolution from the County of Essex dated December 16, 2020 re Support for St. Catherine's Resolution for Bill 197 amendments.
- (b) Resolution from the Township of Larder Lake dated January 12, 2021 re Municipal Insurance Cost.
- (c) Resolution from the Municipality of West Grey dated January 13, 2021 re Schedule 8 of the Provincial Budget Bill 229, Protect, Support and Recover from COVID-19 Act.
- (d) Resolution from the City of Burlington dated January 11, 2021 re Digital Main Street Program.
- (e) Resolution from the Municipality of Mississippi Milles dated January 18, 2021 re Request for Revisions to Municipal Elections.
- (f) Resolutions from the Town of Plympton-Wyoming dated January 18, 2021 re Supporting resolutions from Southwest Middlesex re Drainage Matters and from the Township of Matachewan re Future grant application deadlines.
- (g) Resolution from the Township of South-West Oxford dated January 11, 2021 re Use of Automatic Speed Enforcement (photo radar) by Municipalities.
- (h) Three resolutions from the City of Port Colborne dated January 22 & 23rd, 2021 re:
 - Amending the AGCO Licensing and Application Process for Cannabis Retail Store
 - Drainage Matters on Canadian National Railway Lands
 - Amending the Tile Drainage Installation Act
- (i) Resolution from the Town of Bracebridge dated January 22, 2021 re Infrastructure Funding.
- (j) Resolution from the Municipality of Grey Highlands dated January 22, 2021 re Insurance Rates Resolution.

3. News Releases/Bulletins

- (a) Chatham-Kent Ontario Health Team, Board Bulletin for January 2021.

Sent: January 13, 2021 10:11 AM

To: CKmayor <CKmayor@chatham-kent.ca>

Subject: 2021 Census of Population / Recensement de la population de 2021

Dear Mayor,

I am pleased to inform you that the next census will take place in May 2021. I am writing today to seek your support to increase awareness of the census among residents of your community.

For over a century, Canadians have relied on census data to tell them about how their country is changing and what matters to them. We all depend on key socioeconomic trends and census analysis to make important decisions that have a direct impact on our families, neighbourhoods and businesses. In response to the COVID-19 pandemic, Statistics Canada has adapted to ensure that the 2021 Census is conducted throughout the country in the best possible way, using a safe and secure approach.

Statistics Canada will be [hiring approximately 32,000 people](#) across the country to assist with census collection. We would like to work with you and your municipality to ensure that your residents are aware and informed of these job opportunities.

Furthermore, your support in encouraging your residents to complete the census will have a direct impact on gathering the data needed to plan, develop and evaluate programs and services such as schools, daycare, family services, housing, emergency services, roads, public transportation and skills training for employment.

If you would like to express your municipality's support for the census, please share the municipal council resolution text below with your residents:

Be it resolved that:

The Council of the Corporation of (NAME OF CITY/TOWN/MUNICIPALITY) supports the 2021 Census, and encourages all residents to complete their census questionnaire online at www.census.gc.ca. Accurate and complete census data support programs and services that benefit our community.

In the coming weeks, a member of our communications team may contact you to discuss ways in which we can work together. Should you have any questions, please contact us at statcan.censusoutreach.ontario-rayonnementdurec.ontario.statcan@canada.ca.

Thank you in advance for supporting the 2021 Census.

Yours sincerely,

Geoff Bowlby
Director General, Census Management Office
Statistics Canada / Government of Canada

**Ministry of
Transportation**

Office of the Minister

777 Bay Street, 5th Floor
Toronto ON M7A 1Z8
416 327-9200
www.ontario.ca/transportation

**Ministère des
Transports**

Bureau de la ministre

777, rue Bay, 5^e étage
Toronto ON M7A 1Z8
416 327-9200
www.ontario.ca/transports



January 14, 2021

107-2020-5060

Mayor Darrin Canniff
Municipality of Chatham-Kent
315 King Street West, PO Box 640
Chatham ON N7M 5K8

Dear Mayor Canniff:

I am pleased to announce the launch of the 2020-21 Gas Tax Program and to advise you of your funding allocation.

Our government is committed to working with municipalities to improve Ontario's transportation network and support economic growth. Investing in transit will reduce traffic congestion, create jobs and help businesses to develop and prosper.

The Municipality of Chatham-Kent will be eligible to receive an allocation of **\$988,813** for this program year.

In the coming days, we will forward the electronic versions of your Letter of Agreement, along with program guidelines, reporting forms and the Canadian Content for Transit Vehicle Procurement policy to the primary contact at the Municipality of Chatham-Kent.

Please return a scanned copy of the signed Letter of Agreement in pdf format, the required supporting by-law (if applicable) and the 2020 Reporting Forms to **MTO-PGT@ontario.ca**.

In the 2019 Budget, the province committed to reviewing the current program, in consultation with municipalities, to identify opportunities for improvement. Following a careful consideration of municipal and transit stakeholder feedback, the ministry implemented two changes that were identified as areas for improvement to the 2019-20 program:

- The baseline spending requirement was removed; and
- Municipalities were permitted to submit a scanned copy of the municipal by-law instead of a certified copy.

The review of the Gas Tax program has been completed and no additional changes are being considered for the 2020-21 program.

The ministry recognizes the impact that COVID-19 has had on municipal transit systems in 2020. We will continue to monitor the impacts to key elements, such as municipal transit ridership and the availability of funding that is generated from the sale of gasoline, as these influence the Gas Tax allocations for the 2021-22 program.

If you have any questions regarding the program, please contact Jamie Pearce, Director, Municipal Programs Branch, at (437) 218-1788.

Sincerely,

A handwritten signature in cursive script that reads "Caroline Mulroney".

Caroline Mulroney
Minister of Transportation

- c. The Honourable Monte McNaughton, MPP, Lambton—Kent—Middlesex
Rick Nicholls, MPP, Chatham-Kent—Leamington

Ministry of Natural Resources and Forestry

Resources Planning and Development
Policy Branch
Policy Division
300 Water Street
Peterborough, ON K9J 3C7

Ministère des Richesses naturelles et des Forêts

Direction des politiques de planification et d'exploitation des ressources
Division de l'élaboration des politiques
300, rue Water
Peterborough (Ontario) K9J 3C7

Subject: Proposed regulation for compressed air energy storage in reservoirs

Good Afternoon,

We are writing today to let you know about proposed changes to the regulation and standards under *the Oil, Gas and Salt Resources Act*.

As you may already know, under the *Oil, Gas and Salt Resources Act*, the province regulates the drilling and operation of wells, and associated pipelines and equipment, used for activities such as the exploration and production of oil and natural gas, salt solution-mining, the underground storage of hydrocarbons, and compressed air energy storage in salt caverns. Compressed air energy storage in geological storage areas [other than salt caverns] is currently not regulated under the act.

Changes are being proposed that would ensure compressed air energy storage projects using porous rock reservoirs are regulated. In addition, other technical and administrative changes are being proposed to reference more current technical standards for the broader regulated sector and to update provisions in the regulation that set out parties who can act as financial security trustees.

Ontario is seeking feedback on this proposal through the environmental and regulatory registries for a period of 45 days ending on March 5, 2021 (<https://ero.ontario.ca/search> registry number: 019-2935). Details of the proposed changes are available in the environmental registry posting and supporting documents.

The ministry would welcome your feedback on the proposed changes, as well as the opportunity to discuss any comments or concerns that you may have. Should you have any questions about the proposal, please contact Pauline Desroches at pauline.desroches@ontario.ca or 705-741-8556.

Sincerely,

Original signed by

Jennifer Keyes
Director, Resources Planning and Development Policy Branch
Ministry of Natural Resources and Forestry

c: Susan Mancini, Petroleum Operations Section; Pauline Desroches, Resources Development Section



**Bloomberg
Philanthropies**

**MAYORS
CHALLENGE**

January 11, 2021

Mayor Darrin Canniff
Office of the Mayor
315 King Street West
Chatham, Ontario N7M 5K8
Canada

Dear Mayor Darrin Canniff:

I am pleased to invite you and your city to participate in the Bloomberg Philanthropies 2021 Global Mayors Challenge, an initiative to find the most creative and ambitious urban innovations that are emerging from the challenges of 2020 to move our cities forward.

The Mayors Challenge is a signature program of Bloomberg Philanthropies. It aims to help city halls test and strengthen good ideas, and then help those ideas spread to other cities. COVID-19 has pushed mayors to the frontlines of pandemic responses and highlighted the need for cities to innovate. Given the current climate, this year's Mayors Challenge is designed to provide more support than ever before.

The first 500 cities to join the Mayors Challenge will receive an expert training on how to develop a winning idea. In May, we will announce 50 Champion Cities - the cities from around the world that have produced the most transformative ideas coming out of the pandemic. These 50 Champion Cities will then receive robust support to strengthen their concepts. From those, our global selection committee will name 15 Grand Prize-Winning Cities in December 2021 to each receive \$1 million to implement their winning projects. Winning the Mayors Challenge requires ambitious vision, bold leadership, and a willingness to show the world that your cities' best days are ahead.

I hope you take part in our largest, most prestigious Mayors Challenge yet. We look forward to showcasing your city's ingenuity.

Sincerely,



Michael R. Bloomberg
Founder of Bloomberg Philanthropies and
108th Mayor of New York City

Ministry of Health

Office of the Deputy Premier
and Minister of Health

777 Bay Street, 5th Floor
Toronto ON M7A 1N3
Telephone: 416-327-4300
www.ontario.ca/health

Ministère de la Santé

Bureau du vice-premier ministre
et ministre de la Santé

777, rue Bay, 5e étage
Toronto ON M7A 1N3
Téléphone: 416-327-4300
www.ontario.ca/sante



January 19, 2021

eApprove-182-2020-142

His Worship Darrin Canniff
Mayor
The Municipality of Chatham-Kent
315 King Street West PO Box 640 Civic Centre
Chatham ON N7M 5K8

Dear Mayor Canniff:

I am pleased to advise you that the Ministry of Health will provide The Municipality of Chatham-Kent up to \$578,878 in one-time funding for the 2020 calendar year to support paramedic services and dispatch centres as part of the COVID-19 response in the emergency health services sector.

The Assistant Deputy Minister of Emergency Health Services will write to the The Municipality of Chatham-Kent shortly concerning the terms and conditions governing the funding.

Thank you for your ongoing dedication and commitment to protect the health and safety of the people of Ontario during the COVID-19 pandemic.

Sincerely,

A handwritten signature in cursive script that reads "Christine Elliott".

Christine Elliott
Deputy Premier and Minister of Health

c: Mr. Don Shropshire, Chief Administrative Officer, The Municipality of Chatham-Kent

bc: Ms. Susan Picarello, Assistant Deputy Minister, Emergency Health Services Division
Mr. Jim Yuill, Director, Financial Management Branch
Mr. Jeffrey Graham, A/Director, Fiscal Oversight & Performance Branch
Mr. Stuart Mooney, Director (I), Emergency Health Program Management and Delivery Branch

Ministry of Health
Assistant Deputy Minister
Emergency Health Services Division

5700 Yonge Street
6th Floor
Toronto ON M2M 4K5
Tel.: 647-919-6921
www.ontario.ca/health

Ministère de la Santé
Sous-ministre Adjoint
Division des services de santé d'urgence

5700 Yonge Street
6^e étage
Toronto ON M2M 4K5
Tel.: 647-919-6921
<http://www.ontario.ca/sante>

January 20, 2021

eApprove-182-2020-142

Mr. Don Shropshire
Chief Administrative Officer
The Municipality of Chatham-Kent
315 King Street West PO Box 640 Civic Centre
Chatham ON N7M 5K8

Dear Mr. Shropshire:

Further to the letter from the Honourable Christine Elliott, Deputy Premier and Minister of Health, in which she informed your organization that the Ministry of Health (the “ministry”) will provide The Municipality of Chatham-Kent up to \$578,878 in one-time funding for the 2020 calendar year to support paramedic services and dispatch centres as part of the COVID-19 response in the emergency health services sector. I am pleased to inform you that your grant will be adjusted in your electronic transfer payments.

This one-time funding covers your COVID-19 related expenses from March 1, 2020 to December 31, 2020.

This funding is subject to the terms and conditions and reporting requirements as set out in Appendix A, enclosed with this letter. You will be required to submit an attestation with your actuals at year end. The ministry will then provide or recover the balance owing, as applicable.

You are required to monitor and track COVID-19 related spending separately from your regular program operating costs related to any previously approved base and one-time funding.

Should you require any further information or clarification, please contact Shawn Wolkowski, (A) Senior Field Manager, at 905-383-3676 or by e-mail at Shawn.Wolkowski@ontario.ca.

Thank you for your ongoing dedication and commitment to protect the health and safety of the people of Ontario during the COVID-19 pandemic.

Sincerely,



Susan Picarello
Assistant Deputy Minister

Enclosure

- c: His Worship Darrin Canniff, Mayor, The Municipality of Chatham-Kent
- Mr. Donald MacLellan, General Manager, Medavie Health Services
- Mr. Jim Yuill, Director, Financial Management Branch
- Mr. Jeffrey Graham, A/Director, Fiscal Oversight & Performance Branch
- Mr. Stuart Mooney, Director (Interim), Emergency Health Program Management & Delivery Branch (EHPMDB)
- Mr. Shawn Wolkowski, (A) Senior Field Manager, Southwest Field Office, EHPMDB

APPENDIX A: One-Time COVID-19 Related Expense

Funding Related Program Policies and Guidelines

1. Purpose

- To provide one-time funding to support paramedic services and dispatch centres as part of the COVID-19 response in the emergency health services sector.

2. Eligible Expenses

- Eligible expenses include extraordinary costs incurred above and beyond regular ongoing emergency health services operating costs, related to COVID-19 planning, preparation and response activities for suspected and confirmed cases.
- Eligible expenses are to be categorized as follows and supporting documentations should be enclosed wherever possible:

Salaries, Wages and Benefits	All staff positions' categories of salaries, wages and benefits for duties performed that were directly related to COVID-19.
Training	All categories of training related to COVID-19 training, including development of training, back-fill and overtime for regular staff while on training and travel for training etc.
Equipment, Materials and Supplies	Purchase and related costs for the acquisition of personal protective equipment (PPE - see list below), powered air purifying respirators (PAPRs) with hood barriers and other medical equipment, medication and other supplies, modifications to ambulances (see list below) and work spaces, etc.

- PPE may include:
Fit tested, seal-checked N95 respirators, full face shields, supplemental safety eyewear, gloves with extended cuff, single-use (disposable) impermeable aprons, full body barrier protection such as single use (disposable) impermeable gown that extends to at least mid-calf, single-use (disposable) impermeable boot covers that extend to at least mid-calf, and single-use (disposable) surgical hood, single use (disposable) impermeable coveralls with integrated or separate hood and integrated or separate impermeable boot cover.
- Modifications to ambulances may include:
Designated ambulances prepared for COVID-19 including draping material, driver compartment barriers, containment supplies such as impermeable bags to protect on-board equipment, disposable containment supplies such as containers for contaminated PPE

3. Non-Eligible Expenses

- Any expenses that are not specifically and exclusively related to COVID-19 such as costs related to infrastructure or major equipment expenditures etc.

4. Paramedic Services' Obligations

- Be required to determine and identify eligible COVID-19 related expenses.

- Make reasonable efforts to set out COVID-19 related expense as a separate line item from other amounts.
- Only use one-time COVID-19 related funding for the purposes of paying eligible COVID-19 expenses.
- Provide the supporting documentation (copies of invoices, general ledger, postings or other documents) for actual expenses incurred.
- The Paramedic Services will be required to return any funding not used for the intended purpose. Unspent funds are subject to recovery in accordance with the Province's year-end reconciliation policy.



Reporting Requirements

- Annual Reconciliation and Attestation due dates to be determined.
- The Paramedic Service is required to submit Audited Financial Statements with its Annual Reconciliation Report. The Audited Financial Statement must include appropriate disclosure regarding the Paramedic Services' revenue and expenditures related to the COVID-19 expenses.
- For the purposes of program evaluation and audit, the Province will seek assurances the funds have been disbursed as intended by these terms and conditions, through the submission of a written attestation from the Paramedic Services.
- All funding recipients will be required to submit such attestation with your actuals at year-end.
- The ministry will then provide or recover the balance owing, as applicable.

From: Grands Lacs / Great Lakes (EC) <ec.grandslacs-greatlakes.ec@canada.ca>

Sent: January 21, 2021 4:17 PM

Subject: Environment and Climate Change Canada's EcoAction Community Funding Program / Le Programme de financement communautaire ÉcoAction d'Environnement et Changement climatique Canada

<p> Environment and Climate Change Canada Environnement et Changement climatique Canada</p> <p>Important Message</p> <p>Environment and Climate Change Canada's (ECCC) EcoAction Community Funding Program is now accepting applications for funding until March 3, 2021 at 12:00 p.m. PST / 3:00 p.m. EST for projects beginning summer 2021.</p> <p>Funding is available for new projects that engage Canadians and clearly demonstrate measurable, positive results related to the key Environmental Priority: Fresh Water.</p> <p>Your project must link to one of the related Priority Results:</p> <ol style="list-style-type: none">1. Canadians contribute to the improvement of water quality through the diversion and reduction of harmful substances in Freshwater.OR2. Canadians contribute to the improvement of Freshwater management and increase climate resilience through action involving the development and/or restoration of natural infrastructure.	<p> Environnement et Changement climatique Canada Environment and Climate Change Canada</p> <p>Message important</p> <p>Le Programme de financement communautaire ÉcoAction d'Environnement et Changement climatique Canada (ECCC) accepte jusqu'au 3 mars 2021 à 12 :00 HNP /15 :00 HNE les demandes de financement pour des projets débutant à l'été 2021.</p> <p>Du financement est disponible pour des nouveaux projets qui mobilisent les Canadiens et qui démontrent clairement l'atteinte de résultats environnementaux positifs et mesurables relativement à la priorité environnementale suivante : l'eau douce.</p> <p>Votre projet doit porter sur l'un des résultats prioritaires connexes suivants:</p> <ol style="list-style-type: none">1. Les Canadiens contribuent à l'amélioration de la qualité de l'eau par le détournement et la réduction des substances nocives dans l'eau douce.OU2. Les Canadiens contribuent à l'amélioration de la gestion de l'eau
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Preference will be given to proposals that engage Indigenous Peoples, youth or small businesses. All proposals must fully meet [program requirements](#).

For more information on this funding opportunity, please visit the [EcoAction Community Funding Program](#) or contact your [Regional Office](#). Program Officers are available to discuss your project ideas and to provide advice on completing your application. The 2021-22 Applicant's Guide is attached.

For questions regarding projects in the Ontario Region:
ec.ecoactionon.ec@canada.ca

For GCEMS technical assistance, please contact:
ec.sgesc-gcems-sgesc-gcems.ec@canada.ca.

We look forward to hearing from you!

Shaffina Kassam
Manager, Funding Programs, Ontario Region
Environment and Climate Change Canada

To unsubscribe from the mailing list, please send us your request at ec.ecoactionon.ec@canada.ca

douce et au renforcement de la résilience climatique grâce à des mesures de développement et/ou de restauration d'infrastructures naturelles.

La préférence sera accordée aux propositions qui mobilisent les peuples autochtones, les jeunes ou les petites entreprises. Toutes les propositions doivent satisfaire à la totalité des [exigences du programme](#).

Pour de plus amples renseignements sur cette occasion de financement, consultez le [Programme de financement communautaire ÉcoAction](#) ou communiquez avec votre [bureau régional](#). Des agents de programme sont disponibles pour discuter de vos idées de projets et vous fournir des conseils sur la façon de compléter votre demande. Le guide du requérant pour 2021-22 est joint.

Pour les questions concernant les projets dans la région d'Ontario:
ec.ecoactionon.ec@canada.ca

Pour assistance technique avec SGESC, veuillez contacter : ec.sgesc-gcems-sgesc-gcems.ec@canada.ca.

Nous attendons de vos nouvelles!

Shaffina Kassam

	<p>Gestionnaire, Programmes de financement, Région l'Ontario</p> <p>Environnement et Changement climatique Canada</p> <p><i>Pour vous désinscrire de la liste d'envoi, faites-nous-en la demande en écrivant à .</i></p> <p>ec.ecoactionon.ec@canada.ca</p>
 <p>50^e anniversaire d'Environnement et Changement climatique Canada Environment and Climate Change Canada's 50th anniversary</p> <p>150^e anniversaire du Service météorologique du Canada Meteorological Service of Canada's 150th anniversary</p>	



Government
of Canada

Gouvernement
du Canada

Canada

Stay Informed!

We appreciate and value your interest in Environment and Climate Change Canada's efforts to protect the Great Lakes. If you wish to update any of your contact information, or to be added or removed from this distribution list, please send an email to ec.grandslacs-greatlakes.ec@canada.ca with your name, the name of your organization, and your email address. As always, your details will be treated as privileged information and will only be used to distribute our Great Lakes information to you. This distribution list is never shared outside of Environment and Climate Change Canada.

Tenez-vous au courant!

Nous apprécions et estimons votre intérêt pour les efforts d'Environnement et Changement climatique Canada visant à protéger les Grands Lacs. Si vous souhaitez mettre à jour certaines de vos coordonnées ou que nous vous ajoutons ou retirons de cette liste de distribution, veuillez envoyer un courriel à ec.grandslacs-greatlakes.ec@canada.ca avec votre nom, le nom de votre organisme et votre adresse électronique. Comme toujours, vos détails seront traités de façon confidentielle et ne seront utilisés que pour vous diffuser des renseignements sur les Grands Lacs. Cette liste de distribution n'est jamais transmise à l'extérieur d'Environnement et Changement climatique Canada

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister
777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre
777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7000



234-2021-344

January 26, 2021

Dear Head of Council:

Our government is committed to improving local service delivery and better respecting taxpayers' dollars. That is why we launched the Municipal Modernization Program in 2019. Through this program, the Ontario government is providing funding to help small and rural municipalities modernize service delivery and identify new ways to be more efficient and effective.

Today at the Rural Ontario Municipal Association (ROMA) conference, I announced the launch of the second intake under the Municipal Modernization Program. Modern, efficient municipal services that are financially sustainable are more important than ever in light of the COVID-19 pandemic. Even as municipalities continue to face challenges, there are also opportunities to transform services and stimulate new ways of doing business.

The second intake will allow municipalities to benefit from provincial funding to conduct third party reviews as well as to implement projects to increase efficiency and effectiveness and lower costs in the longer term. I also want to encourage you to work with your neighbouring municipalities to find innovative joint projects that can benefit each of you. The government is excited to learn about your project applications that support the following priorities:

- Digital modernization
- Service integration
- Streamlined development approvals
- Shared services/alternative delivery models

To apply, you must submit a completed Expression of Interest form with attached supporting documents via the Transfer Payment Ontario (TPON) system by **March 15, 2021**. To get started, visit www.Ontario.ca/getfunding.

If you have questions on the program, or would like to discuss a proposal, I encourage you to contact your [Municipal Services Office](#) or e-mail municipal.programs@ontario.ca.

I look forward to continuing to work together to support your municipality in delivering efficient, effective and modern services for your residents and businesses.

Sincerely,



Steve Clark
Minister

c. Chief Administrative Officers and Treasurers

December 16, 2020

Honourable Jeff Yurek
Minister of Environment, Conservation and Parks
College Park 5th Flr,
777 Bay St, Toronto, ON M7A 2J3

Sent via email: minister.mecp@ontario.ca

Dear Minister Yurek:

Re: Support for St. Catherine's Resolution for Bill 197 amendments

On December 16, 2020, Essex County Council met for their Regular Council Meeting at which they considered a letter and resolution from the City of St. Catherine's regarding the Ontario Bill 197 (attached hereto).

As a result, the Council of the County of Essex resolved the following:

276-2020

Moved By: Marc Bondy

Seconded by: Leo Meloche

That Essex County Council support the resolution from the City of St. Catharine's, requesting an amendment to Schedule 6 of Bill 197, eliminating the adjacent municipality overreach powers.

Carried

The County of Essex agrees with the need to request the Provincial Government to amend Schedule 6 of Bill 197, which impacts municipal autonomy and waste management infrastructure (landfills).

Further, the County of Essex supports the need to eliminate the development approval requirement provisions from adjacent municipalities and that the 'host' municipality be empowered to render final approval for landfills within their jurisdiction.

Should you require clarification or if you would like to further discuss the matter presented, please contact this office at your convenience.

Sincerely,



Gary McNamara
Warden, County of Essex
Encl.

Cc to:

Hon. Premier Doug Ford premier@ontario.ca
Hon. Steve Clark, Minister of Municipal Affairs, Housing minister.mah@ontario.ca
Association of Municipalities of Ontario amo@amo.on.ca
Taras Natyshak, MPP, Essex (tnatyshak-qp@ndp.on.ca)
Rick Nicholls, MPP, Chatham-Kent-Essex (rick.nicholls@pc.ola.org)
Percy Hatfield, MPP, Windsor-Tecumseh (Phatfield-qp@ndp.on.ca)
Drew Dilkens, Mayor, City of Windsor (mayoro@citywindsor.ca)
Darrin Canniff, Mayor/CEO, Municipality of Chatham-Kent (CKmayor@chatham-kent.ca)
Eli Maodus, General Manager, Essex-Windsor Solid Waste Authority (emaodus@ewswa.org)
Local Area Municipalities



October 7, 2020

Honourable Jeff Yurek
Minister of Environment, Conservation and Parks
College Park 5th Flr,
777 Bay St, Toronto, ON M7A 2J3

Sent via email: minister.mecp@ontario.ca

**Re: Development Approval Requirements for Landfills - (Bill 197)
Our File 35.2.2**

Honourable and Dear Sir,

At its meeting held on October 5, 2020, St. Catharines City Council approved the following motion:

WHEREAS Schedule 6 of Bill 197, COVID-19 Economic Recovery Act, 2020 considers amendments to the Environmental Assessment Act relating to municipal autonomy and the principle that municipalities can veto a development outside their municipal boundary in an adjacent municipality; and

WHEREAS Bill 197 empowers multiple municipalities to 'veto' development of a landfilling site within a 3.5 km zone inside the boundary of an adjacent municipality; and

WHEREAS Bill 197 establishes a dangerous precedent that could be expanded to other types of development; and

WHEREAS Bill 197 compromises municipal autonomy and the authority of municipal councils to make informed decisions in the best interest of their communities and municipal taxpayers; and

WHEREAS amendments in Schedule 6 could cause conflict in the effective management of landfill sites, put significant pressure on existing landfill capacity, and threaten the economic activity associated with these sites;

THEREFORE BE IT RESOLVED That the City of St. Catharines calls upon the Government of Ontario (Ministry of the Environment, Conservation and Parks (MOECP) to amend Bill 197, COVID-19 Economic Recovery Act, 2020, to eliminate the development approval requirement provisions from adjacent municipalities and that the 'host' municipality be empowered to render final approval for landfills within their jurisdiction; and

BE IT FURTHER RESOLVED that a copy of this motion be forwarded to Premier Doug Ford, Jeff Yurek the Minister of Environment, Conservation and Parks, Steve Clark the Minister of Municipal Affairs and Housing, local MPP's., the Association of Ontario Municipalities (AMO) and Ontario's Big City Mayors (formerly Large Urban Mayors Caucus of Ontario-LUMCO)

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to all Ontario municipalities with a request for supporting motions to be passed by respective Councils and copies of the supporting motion be forwarded to Premier Doug Ford, Jeff Yurek the Minister of Environment, Conservation and Parks, Steve Clark the Minister of Municipal Affairs and Housing, the local MPP's, the Association of Ontario Municipalities (AMO).

If you have any questions, please contact the Office of the City Clerk at extension 1506.



Bonnie Nistico-Dunk, City Clerk
Legal and Clerks Services, Office of the City Clerk
:ra

Cc. Hon. Premier Doug Ford premier@ontario.ca
Hon. Steve Clark, Minister of Municipal Affairs, Housing minister.mah@ontario.ca
Jennifer Stevens, MPP - St. Catharines, JStevens-CO@ndp.on.ca
Jeff Burch, MPP - Niagara Centre, JBurch-QP@ndp.on.ca
Wayne Gates, MPP - Niagara Falls, wgates-co@ndp.on.ca
Sam Oosterhoff, MPP - Niagara West-Glanbrook, sam.oosterhoff@pc.ola.org
Association of Municipalities of Ontario amo@amo.on.ca
Chair of Ontario's Big City Mayors, Cam Guthrie mayor@guelph.ca
All Ontario Municipalities (via email)



BRIEFING NOTE BILL 197

CURRENT SITUATION

On July 21st, Bill 197, *COVID-19 Economic Recovery Act*, 2020 received Royal Assent. Schedule 6 to Bill 197 adds a new section (6.01) to the Environmental Assessment Act (EAA). Section 6.01 requires all landfill proponents to obtain municipal support for the establishment of a landfill. The requirement to obtain “municipal support” applies not only to each local municipality in which the landfilling site will be situated but also to adjacent municipalities, where an adjacent municipality has allowed residential land use within 3.5 km of the proposed landfilling site.

Evidence of the required “municipal support” is defined within s. 6.01(5) as a copy of a municipal council resolution from each of the applicable municipalities that indicates the municipality supports the undertaking to establish the landfilling site.

IMPACTS OF BILL 197

- Upper tier municipalities (who have been given jurisdiction over waste management by the *Municipal Act* or other provincial legislation) which are in support of the establishment of a landfilling site, are still required to be obtained municipal support from any other municipality that is within 3.5 km of the proposed landfilling site.
- These amendments allow lower tier municipalities to determine whether a landfilling site can be established in an adjacent upper tier municipality, even if the host municipality is in support of the landfilling site.
- Bill 197 does not address a situation where, as a result of an election, or as a result of a change of mind by Council, a local municipality which had previously passed a resolution in support of the establishment of a landfilling site, subsequently passes a resolution withdrawing that support. This further heightens the risk to a proponent seeking to establish a landfilling site.

Municipal Autonomy

- Bill 197 removes local decision-making powers from municipalities and puts it the hands of their neighbours. Whom often have different waste disposal challenges and responsibilities.
- Bill 197 sets a dangerous precedent by now giving neighbouring municipalities (regardless of population size) decision-making powers over what kinds of commercial enterprises can operate in other communities. This means that Markham can halt a project in Pickering, and Toronto can veto a project in Vaughan or Mississauga — and vice versa.
- Upper tier municipalities, who are responsible for their own waste management under *The Municipal Act* will have to rely more heavily on shipping waste by truck to landfills in Michigan and other U.S. states.

Precedent

Municipal support is required after notice is given by a proponent and must be provided prior to submission of the environmental assessment to the Ministry.

- If consideration is given to the time and cost associated with conducting an environmental assessment for a proposed landfilling site, it is unlikely that a proponent would commence an environmental assessment, or even give notice of proposed terms of reference without first having the required resolutions of all applicable local municipalities.
- At the same time it is also reasonable to expect that the affected municipalities may be unwilling to pass such resolutions without first having all of the relevant information which would otherwise be generated during the completion of the environmental assessment.
- With these considerations in mind, the real question is whether any proponent would proceed with an environmental assessment for the establishment of a landfilling site.
- Bill 197 However puts politics ahead of science, public safety, and the economy. It claims to give municipalities more power, but it in fact will do the opposite. This hurts both private and public landfill proponents, the legislation also makes it virtually impossible for municipalities to manage their waste in the future.

Recommendations

- Ask for an amendment to Bill 197 to limit enhanced say to host municipalities.
- Contact your local MPP to make them aware of your position
- Contact Association of Municipalities of Ontario [*and the Rural Ontario Municipalities Association*]
- Contact Minister of Municipal Affairs, and Minister of Environment, Conservations, and Parks and make them aware of the impact this legislation will have on your municipality.
- Raise this issue at Council, and with your counterparts in other municipalities.

Background

- *Landfills are an economically vital and safe disposal option for the 8 million tonnes of waste materials a year in Ontario that are not reused or recycled.*
- *Ontario's available landfill capacity is expected to be exhausted in 12 years, by the year 2032.*
- *It takes five to ten years for a new landfill to be approved under Ontario's rigorous Environment Assessment (EA) process.*
- *About 70% of the materials discarded by Ontarians are sent to landfill disposal.*
- *Over 80% of remaining waste disposal capacity is represented in just fifteen landfill sites (both private and public).*

THE CORPORATION OF THE TOWNSHIP OF LARDER LAKE

69 Fourth Avenue, Larder Lake, ON
 Phone: 705-643-2158 Fax: 705-643-2311



MOVED BY:
 ___ Thomas Armstrong
 ___ Patricia Hull
 ___ Paul Kelly
 Lynne Paquette

SECONDED BY:
 ___ Thomas Armstrong
 ___ Patricia Hull
 Paul Kelly
 ___ Lynne Paquette

Motion #: 56
 Resolution #: 6
 Date: January 12, 2021

WHEREAS, the council of the Township of Larder Lake supports the resolution of the Municipality of Charlton and Dack, requesting that the Province of Ontario address municipal insurance cost; And

WHEREAS, the Association of Municipalities of Ontario Outlined seven recommendation to address insurance issues including:

1. The provincial government adopt a model of full proportionate liability to replace joint and several liability.
2. Implement enhancements to the existing limitations period including the continued applicability of the existing (10) day rule on slip and fall cases given recent judicial interpretations and whether a one-year limitation period may be beneficial.
3. Implement a cap for economic loss awards.
4. Increase the catastrophic impairment default benefit limit to \$2 million and increase the third-party liability coverage to \$2 million in government regulated automobile insurance plans.
5. Assess and implement additional measures which would support lower premiums or alternatives to the provision of insurance services by other entities such as non- profit insurance reciprocals.
6. Compel the insurance industry to supply all necessary financial evidence including premiums, claims and deductible limit changes which support its and municipal arguments as to the fiscal impact of joint and several liability.
7. Establish a provincial and municipal working group to consider the above and put forward recommendations to the Attorney General.

THEREFORE, BE IT RESOLVED THAT the Council for the Municipality of Larder Lake call on the Province of Ontario to immediately review these recommendations and to investigate the unethical practice of preferred vendors who are paid substantial amounts over industry standards, despite COVID 19 delays, as insurance premiums will soon be out of reach for many communities.

AND FURTHER BE IT RESOLVED THAT this motion be provided to the Honourable Doug Ford, Premier of Ontario, the Honourable Rod Phillips, Minister of Finance, the Honourable Doug Downey, Attorney General of Ontario, the Honourable John Vanthof, MPP for Timiskaming- Cochrane, and all Ontario municipalities.

Recorded vote requested:

	For	Against
Tom Armstrong	✓	
Patricia Hull	✓	
Paul Kelly	✓	
Lynne Paquette	✓	
Patty Quinn	✓	

I declare this motion

<input checked="" type="checkbox"/> Carried
<input type="checkbox"/> Lost / Defeated
<input type="checkbox"/> Deferred to: _____ (enter date)
Because:
<input type="checkbox"/> Referred to: _____ (enter body)
Expected response: _____ (enter date)

Disclosure of Pecuniary Interest*

Chair:

*Disclosed his/her (their) interest(s), abstained from discussion and did not vote on this question.



**Corporation of the
Municipality of West Grey**

402813 Grey Road 4
RR 2 Durham, ON N0G 1R0
519-369-2200

January 13, 2021

Re: Schedule 8 of the Provincial Budget Bill 229, Protect, Support and Recover from COVID-19 Act

WHEREAS the Ontario Government proposes amendments to the Crown Forest Sustainability Act in Schedule 8 of the Provincial Budget Bill 229, Protect, Support and Recover from COVID-19 Act (Budget Measures), 2020;

WHEREAS the Crown Forest Sustainability Act applies to almost two thirds of Ontario's land base which amounts to over 70 million hectares of land that is habitat for many species at risk;

WHEREAS Bill 229 schedule 8 amends the Crown Forest Sustainability Act in order to exempt all forestry operations from mandatory consideration of species at risk protection and recovery as mandated by the Endangered Species Act;

WHEREAS Bill 229 schedule 8 removes the ability to issue orders in circumstances when there is imminent danger to a species at risk;

THEREFORE BE IT RESOLVED THAT West Grey council requests the Province of Ontario repeal schedule 8 of Bill 229 and that a copy of this resolution be forwarded to:

Premier Ford

Minister Philips, Minister of Finance

Minister Yakabuski, Minister of Natural Resources and Forestry

Minister Yurek, Minister of the Environment, Conservation and Parks

MPP Bill Walker, Bruce-Grey-Owen Sound

MPP Ian Arthur, NDP Environment Critic

Grey County Council
Ontario municipalities
Association of Municipalities of Ontario
Conservation Ontario
Saugeen Valley Conservation Authority
Grey Sauble Conservation Authority

Respectfully,

Genevieve Scharback,
Director of Administration / Clerk
Municipality of West Grey



Pam Damoff, MP, Oakville-North Burlington	pam.damoff@parl.gc.ca
Adam van Koeverden, MP, Milton	adam.vanKoeverden@parl.gc.ca
The Honourable Karina Gould, MP, Burlington	karina.gould@parl.gc.ca
Effie Triantafilopoulos, MPP, Oakville North - Burlington	effie.triantafilopoulos@pc.ola.org
Parm Gill, MPP, Milton	parm.gill@pc.ola.org
Jane McKenna, MPP, Burlington	jane.mckenna@pc.ola.org
Region of Halton	graham.milne@halton.ca
Town of Milton	townclerk@milton.ca
Town of Halton Hills	suzannej@haltonhills.ca
Town of Oakville	vicki.tytaneck@oakville.ca
Federation of Canadian Municipalities	info@fcm.ca
Association of Municipalities Ontario	amo@amo.on.ca
Ontario Big City Mayors	mayor@guelph.ca
Mayors and Regional Chairs of Ontario (MARCO) c/o Chair Karen Redman, Chair of MARCO	chair@regionofwaterloo.ca
Ontario Business Improvement Area Association (OBIAA)	doug@kerr-village.ca
Toronto Association of Business Improvement Areas (TABIA)	jkiru@toronto-bia.com
Tourism Industry Association of Ontario (TIAO)	bpotter@tiaontario.ca , cgreenwood@tiaontario.ca

Ontario Restaurant, Hotel and Motel Association (ORHMA) -	telenis@orhma.com
Ontario Chamber of Commerce (OCC)	cearacoppsewards@occ.ca
Milton Chamber of Commerce	info@miltonchamber.ca
Halton Hills Chamber of Commerce	admin@haltonhillschamber.on.ca
Oakville Chamber of Commerce	info@oakvillechamber.com
Burlington Economic Recovery Network (BERN)	anita.cassidy@burlington.ca
Tourism Burlington	pam.Belgrade@burlington.ca
Burlington Chamber of Commerce	carla@burlingtonchamber.com
Burlington Downtown Business Association	brian@burlingtondowntown.ca
Aldershot Village BIA	judy@aldershotbia.com

January 19, 2021

SUBJECT: COVID-19 emergency response verbal update (CSSRA-01-21)

Please be advised that at its meeting held Monday, January 11, 2021, the Council of the City of Burlington approved the following resolution:

Whereas the Digital Main Street Program has been a critical support to local main street businesses during COVID-19; and

Whereas as part of the program Burlington has benefitted from hiring two Digital Service Squad members who have reached out to over 1000 businesses and supported over 130 businesses to date in growing their digital presence and tools. In addition, qualifying businesses have been able to access a \$2,500 Digital Transformation Grant to implement digital tools within their business; and

Whereas current funding for our Digital Service Squad members end in February 2021; and

Whereas when the province of Ontario went into lockdown on December 26th online and digital channels became the primary method for main street businesses to interact with customers and generate revenues; and

Whereas many businesses have reached out to Burlington's Digital Service Squad team for support in how to engage with customers, update their website and use social channels to promote curb side pickup and takeaway, in line with provincial lockdown restrictions placed on business; and

Whereas as of December 31st 2020 applications for both the \$2,500 Digital Transformation Grant and new applications for Digital Service Squad support have been closed to new applications awaiting renewal of funding.

Therefore be it resolved that:

City Council, in partnership with the Burlington Economic Recovery Network (BERN) and Team Burlington, call on the provincial and federal governments to:

- renew and expand funding to the Digital Main Street program as soon as possible to help our businesses to survive the provincial lockdown and reopening of the economy in the future;
- renew the \$2,500 Digital Transformation Grant and Digital Service Squad support; and
- expand the Digital Main Street Transformation Grant to be available to main street businesses that are located outside of BIAs as the initial program restricted applicants to BIA member businesses only
- Commit to a minimum 2-year funding extension to the Digital Main Street program

Further be it resolved that:

The Mayor and Council representative on the BERN be directed to write a letter, jointly with BERN and Team Burlington members, advocating the extension and expansion of the Digital Main Street Program and Digital Transformation Grant to the Provincial Minister of Municipal Affairs and Housing, Minister Economic Development, Job Creation & Trade and Minister of Small Business and Red Tape Reduction, and the Federal Minister of Economic Development and Official Languages and Minister of Small Business, Export Promotion and International Trade; and

The City Clerk be directed to send a copy of the letter and resolution, once approved, to:

- Burlington Ministers of Parliament including Minister Karina Gould, MP Pam Damoff and MP Adam Van Koeverden

- Burlington Members of Provincial Parliament including MPP Jane McKenna, MPP Effie Triantafilopoulos and MPP Parm Gill
- Halton Regional Council
- Members of the Towns of Milton, Halton Hills and Oakville Councils
- Federation of Canadian Municipalities (FCM)
- Association of Municipalities of Ontario (AMO)
- Ontario Big City Mayor's Caucus (OBCM)
- Mayors and Regional Chairs of Ontario (MARCO)
- GTHA Mayors and Chairs
- Ontario Business Improvement Area Association (OBIAA)
- Toronto Association of Business Improvement Areas (TABIA)
- Tourism Industry Association of Ontario (TIAO)
- Ontario Restaurant, Hotel and Motel Association (ORHMA)
- Ontario Chamber of Commerce (OCC)
- Milton Chamber of Commerce
- Halton Hills Chamber of Commerce
- Oakville Chamber of Commerce
- Team Burlington (Burlington Economic Development, Burlington Chamber of Commerce, Tourism Burlington, Burlington Downtown Business Association and Aldershot Village BIA)
- Burlington Economic Recovery Network (BERN)

If you have any questions, please contact me at extension 7702 or the e-mail address above.

Sincerely,



Amanda Fusco
Deputy City Clerk



Burlington Economic Recovery Network (BERN)
414 Locust Street
Burlington, Ontario
L7S 1T7

Minister of Economic Development and Official Languages' Office
235 Queen Street
Ottawa, Ontario
K1A 0H5

Minister Economic Development, Job Creation & Trade's Office
777 Bay Street, 18th floor
Toronto, Ontario
M7A 1S5

Dear Minister Joly and Minister Fedeli:

On January 11, 2021, City of Burlington Council passed the enclosed resolution calling for the Provincial and Federal government to extend and expand funding for the Digital Main Street program to support local business.

The City of Burlington's fundamental priority throughout the COVID-19 pandemic has been to protect the health and safety of Burlington residents, employers and employees, and support our business community to survive the economic impacts of COVID-19 public health measures.

The members of Team Burlington (Burlington Economic Development, Burlington Chamber of Commerce, Tourism Burlington, Burlington Downtown Business Association and Aldershot Village BIA) came together to create the Burlington Economic Recovery Network (BERN) to engage our business community and ensure they are receiving the support they need during this challenging time. Supporting our local businesses to create digital sales tools was one the key recommendations of BERN which was achieved through accessing the Digital Main Street program.

The Digital Main Street Program has been a critical support to local main street businesses during COVID-19 that Team Burlington has implemented based on business concerns raised by the Burlington Economic Recovery Network. As part of the program Burlington has benefitted from hiring two Digital Service Squad members who have had over 1,000 touchpoints with businesses and supported over 130 businesses to date in growing their digital presence and tools. In addition, qualifying businesses have been able to access a \$2,500 Digital Transformation Grant to implement digital tools within their business.

When the province of Ontario went into lockdown on December 26th online and digital channels became the primary method for main street businesses to interact with customers and generate revenues. Many businesses reached out to Burlington's Digital Service Squad team for support in how to engage with customers, update their website and use social channels to promote curb side pickup and takeaway, in line with provincial lockdown restrictions placed on business. As of December 31st 2020 applications for both the \$2,500 Digital Transformation Grant and new applications for Digital Service Squad support have been closed to new applications awaiting renewal of funding.

At the January 11th Burlington City Council meeting the enclosed resolution was passed, in partnership with the Burlington Economic Recovery Network (BERN) and Team Burlington, calling on the provincial and federal governments to:

- renew and expand funding to the Digital Main Street program as soon as possible to help our businesses to survive the provincial lockdown and reopening of the economy in the future;
- renew the \$2,500 Digital Transformation Grant and Digital Service Squad support; and
- expand the Digital Main Street Transformation Grant to be available to main street businesses that are located outside of BIAs as the initial program restricted applicants to BIA member businesses only
- Commit to a minimum 2 year funding extension to the Digital Main Street program

The Ontario Business Improvement Area Association (OBIAA) has successfully managed two Digital Main Street projects and it continues to be a highly successful and sought-after project. With funding now ended we highly recommend the Digital Main Street 3.0 program proposed by OBIAA have its funding renewed expeditiously for a minimum of two years. In addition we would ask for an expansion of the Digital Transformation Grants qualification criteria to include all main street business not just businesses located in Business Improvement Areas (BIAs). While the Digital Service Squad team members provide essential supports to help main street businesses improve their digital presence the additional funds provided through the \$2,500 Digital Transformation Grant is critical to support businesses to implement digital tools to support their businesses to survive the impacts of the measures associated with lockdown and stay at home orders to their business. The expansion of these supports would help address the concerns identified as part of the Ontario's Main Street Recovery Plan to build e-commerce tools so small business can do more online.

As we move through the pandemic, please know that the City of Burlington will continue to seek opportunities to work with you to help Burlington residents and businesses. Programs like Digital Main Street support our local business community and residents by improving opportunities to

offer a safe consumer and employee experience so that local businesses operations can remain viable.

Thank you in advance. If you have any questions, please feel free to contact Burlington Economic Recovery Network's lead on this matter Anita Cassidy, Executive Director of Burlington Economic Development, at Anita.Cassidy@burlington.ca or (905) 332-9415. It would be a pleasure to hear from you.

Sincerely,



Randall Smallbone
Chair, Burlington Economic Recovery Network



Mayor Marianne Meed Ward
City of Burlington

Cc:

Minister of Municipal Affairs and Housing
Minister of Small Business and Red Tape Reduction
Minister of Small Business, Export Promotion and International Trade
Minister Karina Gould
MP Pam Damoff
MP Adam Van Koeverden
MPP Jane McKenna
MPP Effie Triantafilopoulos
MPP Parm Gill
Halton Regional Council
Members of the Towns of Milton, Halton Hills and Oakville Councils
Federation of Canadian Municipalities (FCM)
Association of Municipalities of Ontario (AMO)
Ontario Big City Mayor's Caucus (OBCM)
Mayors and Regional Chairs of Ontario (MARCO)
GTHA Mayors and Chairs
Ontario Business Improvement Area Association (OBIAA)
Toronto Association of Business Improvement Areas (TABIA)
Tourism Industry Association of Ontario (TIAO)



Ontario Restaurant, Hotel and Motel Association (ORHMA)
Ontario Chamber of Commerce (OCC)
Milton Chamber of Commerce
Halton Hills Chamber of Commerce
Oakville Chamber of Commerce
Team Burlington (Burlington Economic Development, Burlington Chamber of
Commerce, Tourism Burlington, Burlington Downtown Business Association and
Aldershot Village BIA)
Burlington Economic Recovery Network (BERN)



CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

3131 OLD PERTH ROAD · PO BOX 400 · RR 2 · ALMONTE ON · K0A 1A0

PHONE: 613-256-2064
FAX: 613-256-4887
WEBSITE: www.mississippimills.ca

January 18, 2021

Ministry of Municipal Affairs and Housing

17th Floor, 777 Bay Street
TORONTO, ON
M7A 2J3

Attention: The Honourable Steve Clark

Re: Request for Revisions to Municipal Elections

Dear Minister Clark,

On October 20, 2020 the Council of the Municipality of Mississippi Mills passed a resolution in support of Wollaston Township to request the Ministry of Municipal Affairs and Housing to review the *Municipal Elections Act* and provide amendments to provide clearer, stronger wording, to assist municipal Clerks in addressing issues to allow for a more definitive decision to be made when adding names to the voters' list and to ensure that there is a clear and accessible way to report election fraud and that the rules described in the *Municipal Elections Act* are actually enforceable even if there is not a current case law.

A copy of the resolution is attached for your reference.

Sincerely,

Jennifer Russell
Deputy Clerk
jrussell@mississippimills.ca
613-256-2064 x 225
3131 Old Perth Rd, PO Box 400
Almonte, ON K0A 1A0

cc. Premier Doug Ford, Daryl Kramp, AMO and all Ontario Municipalities

Attachment: Resolution No. 421-20



COUNCIL RESOLUTION

October 20, 2020

Resolution No 421-20

Moved by Deputy Mayor Minnille

Seconded by Councillor Dalgity

CW148-20 Info List Item #6 - Request for Revisions to Municipal Elections

BE IT RESOLVED, that the Council of the Municipality of Mississippi Mills ask Minister of Municipal Affairs and Housing, the Hon, Steve Clark, to review the Municipal Elections Act and provide amendments to ensure that loopholes are closed on any pay to play schemes in rural communities where non-resident electors are permitted to participate in elections so that \$100.00 leases do not tum into ballots for garden sheds;

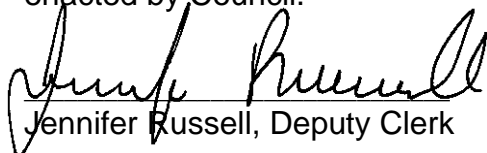
AND BE IT FURTHER RESOLVED, that the Council of the Municipality of Mississippi Mills ask the Minister of Municipal Affairs and Housing, the Hon. Steve Clark, to review the Municipal Elections Act and provide amendments to provide clearer, stronger wording, to assist municipal Clerks in addressing issues to allow for a more definitive decision to be made when adding names to the voters' list;

AND BE IT FURTHER RESOLVED, that the Council of the Municipality of Mississippi Mills ask the Minister of Municipal Affairs and Housing, the Hon. Steve Clark, to ensure that there is a clear and accessible way to report election fraud;

AND BE IT FURTHER RESOLVED, that the Council of the Municipality of Mississippi Mills ask the Minister of Municipal Affairs and Housing, the Hon. Steve Clark, to ensure that the rules described In the Municipal Elections Act are actually enforceable even if there is not current case law;

AND BE IT FURTHER RESOLVED, that support for this resolution be sent to Premier Doug Ford, Daryl Kramp, M.P.P. for Hastings-Lennox and Addington, all Ontario Municipalities and the Association of Municipalities of Ontario.

I, Jennifer Russell, Deputy Clerk for the Corporation of the Municipality of Mississippi Mills, do hereby certify that the above is a true copy of a resolution enacted by Council.


Jennifer Russell, Deputy Clerk





Municipality of Southwest Middlesex (via e-mail)

January 18th 2021

Re: Support of Resolution from the Council of Southwest Middlesex addressing concerns regarding municipal drainage matters and need for coordination with the national railways.

Please be advised that on January 6th 2021 the Town of Plympton-Wyoming Council passed the following motion to support the Council of Southwest Middlesex's motion (attached) requesting that the Province of Ontario work with the Federal Minister of Transportation to address concerns regarding municipal drainage matters and need for coordination with the national railways.

Motion #13 – Moved by Bob Woolvett, Seconded by Gary Atkinson that Plympton-Wyoming Council supports the Municipality of Southwest Middlesex's resolution regarding Drainage Matters: CN Rail.
Motion Carried.

If you have any questions regarding the above motion, please do not hesitate to contact me by phone or email at ekwarciak@plympton-wyoming.ca.

Sincerely,

Erin Kwarciak

Clerk

Town of Plympton-Wyoming

Cc: (all sent via e-mail)

The Honorable Marc Gardeau, Minister of Transport

The Honorable Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs

Monte McNaughton, MPP Lambton-Middlesex-London

Lianne Rood, MP Lambton-Kent-Middlesex

The Association of Municipalities of Ontario

All Ontario Municipalities

The Corporation of the Town of Plympton-Wyoming

P.O Box 250, 546 Niagara Street, Wyoming Ontario N0N 1T0

Tel: 519-845-3939 Ontario Toll Free: 1-877-313-3939



Municipality of Southwest Middlesex

December 7, 2020

Please be advised that the Council of Southwest Middlesex passed the following resolution at it's November 25, 2020 Council meeting:

Drainage Matters: CN Rail

Moved by Councillor McGill

Seconded by Councillor Vink

“WHEREAS municipalities are facilitators of the provincial process under the *Drainage Act* providing land owners to enter into agreements to construct or improve drains, and for the democratic procedure for the construction, improvement and maintenance of drainage works; and

WHEREAS municipal drain infrastructure and railway track infrastructure intersect in many areas in Ontario; and

WHEREAS coordination with national railways is required for the construction or improvement of drains that benefit or intersect with national railways; and

WHEREAS the national railways have historically participated in the process for construction, improvement and maintenance of drainage works; and

WHEREAS currently municipalities are experiencing a lack of coordination with national railways on drainage projects; and

WHEREAS the lack of coordination is resulting in projects being significantly delayed or cancelled within a year; and

WHEREAS municipal drains remove excess water to support public and private infrastructure and agricultural operations;

THEREFORE be it resolved that the Province of Ontario work with the Federal Minister of Transportation to address concerns regarding municipal drainage matters and need for coordination with the national railways; and

THAT Council circulate the resolution to the Provincial Ministers of Agriculture, Food, and Rural Affairs, and Municipal Affairs and Housing, and the Federal Minister of Transportation, the local MP and MPP, the Association of Municipalities of Ontario, and all municipalities.”

Municipality of Southwest Middlesex Resolution #2020-274

Carried

Sincerely,

A handwritten signature in cursive script, reading "Jillene Bellchamber-Glazier". The signature is written in a dark ink and is positioned above the printed name and title.

Jillene Bellchamber-Glazier
CAO-Clerk

Cc: The Honorable Marc Gardeau, Minister of Transport
The Honorable Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs
Monte McNaughton, MPP Lambton-Middlesex-London
Lianne Rood, MP Lambton-Kent-Middlesex
The Association of Municipalities of Ontario
All Ontario Municipalities



The Corporation of the Township of Matachewan (via e-mail)
P.O. Box 177,
Matachewan, ON P0K 1M0

January 18th 2021

Re: Support of Resolution from Township of Matachewan regarding request for future grant application deadlines be given a longer turnaround time;

Please be advised that on January 6th 2021 the Town of Plympton-Wyoming Council passed the following motion to support the Council of the Township of Matachewan's motion (attached) requesting that the application deadline on any further grants have a longer turnaround time; that was passed on November 25th 2020:

Motion #13 – Moved by Bob Woolvett, Seconded by Gary Atkinson that Plympton-Wyoming Council supports the Township of Matachewan's resolution regarding Extending the Turnaround Time for Grant Applications.

Motion Carried.

If you have any questions regarding the above motion, please do not hesitate to contact me by phone or email at ekwarciak@plympton-wyoming.ca.

Sincerely,

Erin Kwarciak

Clerk

Town of Plympton-Wyoming

Cc: (all sent via e-mail)
Association of Municipalities of Ontario (A.M.O.)
All Municipalities in Ontario

The Corporation of the Town of Plympton-Wyoming

P.O. Box 250, 546 Niagara Street, Wyoming Ontario N0N 1T0

Tel: 519-845-3939 Ontario Toll Free: 1-877-313-3939



**THE CORPORATION OF THE
TOWNSHIP OF MATACHEWAN**

December 14, 2020

Honourable Steve Clark
Office of the Minister
Minister of Municipal Affairs and Housing
777 Bay Street, 17th Floor
Toronto, ON M7A 2J3

Dear Honourable Clark:

There have been numerous announcements of available grants for municipalities. We acknowledge and are very appreciative of the opportunity to apply for these grants. For small municipalities with few employees, the turn around time for applications is very short and restrictive.

We would like to request that the application deadline on any further grants have a longer turn around time.

A copy of Resolution 2020-257 is attached. Your consideration and support of this resolution would be greatly appreciated.

Sincerely,

A handwritten signature in black ink, appearing to read "Barbara Knauth", written over a large, stylized flourish.

Barbara Knauth
Deputy Clerk Treasurer

Cc: Association of Municipalities of Ontario (A.M.O.)
Federation of Northern Ontario Municipalities (F.O.N.O.M.)
All Municipalities in Ontario



THE CORPORATION OF THE TOWNSHIP OF MATACHEWAN
P.O. Box 177, Matachewan, Ontario P0K 1M0

DATE: November 25, 2020

RESOLUTION #: 2020-257

Moved by: *Ms. A. Commando-Dubé*
Seconded by: *Mr. N. Costello*

WHEREAS we have been getting numerous announcements of available grants; and
WHEREAS we are very appreciative of the opportunity to apply for these grants; however, the turn around time for applications is very short and restrictive for small municipalities with few employees;

NOW THEREFORE we, the Corporation of the Township of Matachewan, send a letter to the Hon. Steve Clarke, Minister of Municipal Affairs and Housing acknowledging the appreciation of the grants but requesting that the application deadline on any further grants have a longer turn around time; and

FURTHER THAT a copy of this resolution be forwarded to A.M.O., F.O.N.O.M. and all municipalities in Ontario.

	COUNCILLOR	YEA	NAY	PID
CARRIED	<input checked="" type="checkbox"/> Ms. A. Commando-Dubé Mayor			
AMENDED	Mr. N. Costello Mayor			
DEFEATED	Mr. G. Dubé Councillor			
TABLED	Ms. S. Ruck Councillor			
	Mr. A. Durand Councillor			

Anne Commando-Dubé

Anne Commando-Dubé
Mayor

Janet Gore

Janet Gore
Clerk

Certified to be a true copy of the original.
[Signature]



312915 Dereham Line
R. R. # 1, Mount Elgin, ON N0J 1N0
Phone: (519) 877-2702; (519) 485-0477;
Fax: (519) 485-2932
www.swox.org

January 11, 2021

Premier Doug Ford
Legislative Building, Queens Park
Toronto, ON M7A 1A1

Dear Premier Ford:

Speeding on provincial, county and municipal roadways continues to put the lives of Ontarians at risk. While we have access to several tools to help mitigate speeding traffic, the one tool that is currently not fully available to us is Automatic Speed Enforcement (ASE) (aka Photo Radar). Over the past decade, in South West Oxford the vast majority of charges laid are for drivers travelling well in excess of the posted speed limit. The cost of providing police time for something that could be done through the use of technology is disturbing to our council. The Council feels that it would be far more effective to have police concentrate on other problems such as Break and Enters, illegal drugs and domestic problems.

We need a way to address the poor behaviours and habits that are putting our citizens at risk and tying up much needed first responder resources that could be better utilized to improve the well-being of our communities. Speeding, particularly through our small villages, creates community concerns for the safety and wellbeing of our children and other vulnerable members. We need your help.

In keeping with this The Council of the Township of South-West Oxford duly moved and carried the following resolution at the regular meeting held on January 5, 2021:

...RESOLVED that the Council of the Township of South-West Oxford provide direction to the Clerk to send a letter to the Premier, MPP Ernie Hardeman, AMO and all Ontario municipalities in support of the use of Automatic Speed Enforcement (photo radar) by municipalities.

Please help municipalities in the Province by passing the necessary regulations for municipalities to use ASE (if they choose) that will bring about the driving behavioural changes we need.

We look forward to your help with this issue.

Yours truly,

A handwritten signature in cursive that reads 'Mary Ellen Greb'.

Mary Ellen Greb, CAO

c.c. AMO, Honourable Ernie Hardeman, Ontario Municipalities



PORT COLBORNE

Corporate Services Department
Clerk's Division

Municipal Offices: 66 Charlotte Street
Port Colborne, Ontario L3K 3C8 • www.portcolborne.ca

T 905.835.2900 ext 106 F 905.834.5746
E amber.lapointe@portcolborne.ca

January 22, 2021

The Honourable Doug Ford, Premier of Ontario
Legislative Building, Queen's Park
Toronto, ON M7A 1Y7

VIA E-MAIL

Dear Premier Ford:

Re: Resolution – Amending the AGCO Licensing and Application Process for Cannabis Retail Stores to Consider Radial Separation from Other Cannabis Locations

Please be advised that, at its meeting of December 14, 2020, the Council of The Corporation of the City of Port Colborne resolved as follows:

That the resolution received from the City of Hamilton Re: Amending the AGCO Licensing and Application Process for Cannabis Retail Stores to Consider Radial Separation from Other Cannabis Locations, be supported.

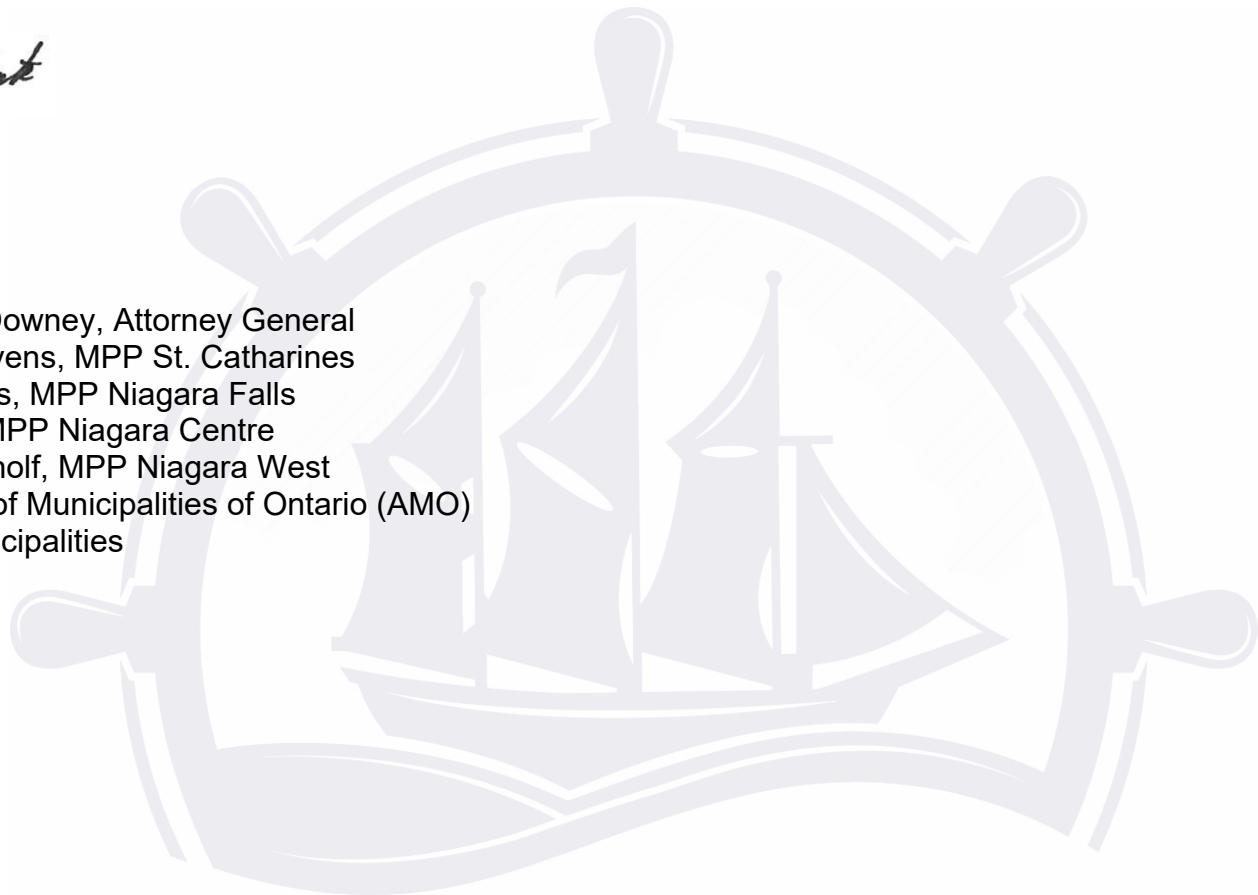
A copy of the above noted resolution is enclosed for your reference. Your favourable consideration of this request is respectfully requested.

Sincerely,

Amber LaPointe
City Clerk

Encl.

ec: Hon. Doug Downey, Attorney General
Jennifer Stevens, MPP St. Catharines
Wayne Gates, MPP Niagara Falls
Jeff Burch, MPP Niagara Centre
Sam Oosterholf, MPP Niagara West
Association of Municipalities of Ontario (AMO)
Ontario Municipalities





OFFICE OF THE MAYOR
CITY OF HAMILTON

September 8, 2020

Honourable Doug Ford
Premier of Ontario
Premier's Office, Room 281
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Honourable Doug Downey
Attorney General
Ministry of the Attorney General
McMurtry-Scott Building
720 Bay Street, 11th Floor
Toronto, ON M7A 2S9

Subject: **Amending the AGCO Licensing and Application Process for Cannabis Retail Stores to Consider Radial Separation from Other Cannabis Locations**

Dear Premier & Attorney General,

Hamilton City Council, at its meeting held on August 21, 2020, approved a motion, Item 6.1, which reads as follows:

WHEREAS in late 2019 the Province of Ontario announced that the AGCO had been given regulatory authority to open the market for retail cannabis stores beginning in January 2020, without the need for a lottery;

WHEREAS the AGCO has continued to send Cannabis Retail Store applications to the City of Hamilton for the required 15-day comment period,

WHEREAS the City has reviewed 61 Cannabis Retail Store applications for comment since January 2020;

WHEREAS the AGCO does not take into consideration radial separation for Cannabis Retail Stores.

THEREFORE, BE IT RESOLVED:

.../3

- (a) That the Mayor contact the Premier of Ontario, Ministry of Attorney General, and local Members of Parliament to ask that the Province consider amending its licensing and application process for Cannabis Retail Stores to consider radial separation from other cannabis locations.
- (b) That the request be sent to other municipalities in Ontario, including the Association of Municipalities of Ontario for their endorsement.
- (c) That Staff be requested to submit heat maps outlining the location of all proposed AGCO Cannabis Retail Store in the City on all AGCO Cannabis Retail Store applications.

As per the above, we write to request, on behalf of the City of Hamilton, that the appropriate legislative and regulatory changes be made and implemented to the AGCO licensing and application process to take into consideration radial separation for Cannabis Retail Stores as a condition of approval for a license.

Currently the City of Hamilton has reviewed 61 cannabis retail location applications since January 2020. Approximately 12 of these potential locations are within 50m (or less) of each other.

The City of Hamilton appreciates that the AGCO conducts a background search prior to approving any licenses, however the lack of separation between locations poses a community safety issue, as the over saturation in specific area(s)/wards, can negatively impact the surrounding community with increased traffic flow, and an overall “clustering” of stores within a small dense area.

The City of Hamilton is confident that radial separations from cannabis retail locations will have a significant positive impact on the community and allow for its residents to continue to enjoy a safe and healthy community lifestyle.

Sincerely,



Fred Eisenberger
Mayor

C: Hon. Donna Skelly, MPP, Flamborough-Glanbrook

Hon. Andrea Horwath, Leader of the Official Opposition, MPP, Hamilton Centre

Hon. Paul Miller, MPP, Hamilton East-Stoney Creek

Hon. Monique Taylor, MPP, Hamilton Mountain

Hon. Sandy Shaw, MPP, Hamilton West-Ancaster-Dundas



PORT COLBORNE

Corporate Services Department
Clerk's Division

Municipal Offices: 66 Charlotte Street
Port Colborne, Ontario L3K 3C8 • www.portcolborne.ca

T 905.835.2900 ext 106 F 905.834.5746
E amber.lapointe@portcolborne.ca

January 22, 2021

The Honourable Doug Ford, Premier of Ontario
Legislative Building, Queen's Park
Toronto, ON M7A 1Y7

VIA E-MAIL

Dear Premier Ford:

Re: Resolution – Drainage Matters on Canadian National Railway Lands

Please be advised that, at its meeting of December 14, 2020, the Council of The Corporation of the City of Port Colborne resolved as follows:

That the resolution received from the Municipality of Southwest Middlesex Re: Drainage Matters on Canadian National Railway Lands, be supported.

A copy of the above noted resolution is enclosed for your reference. Your favourable consideration of this request is respectfully requested.

Sincerely,

Amber LaPointe
City Clerk

Encl.

ec: Hon. Omar Alghabra, Federal Minister of Transport
Hon. Ernie Hardeman, Ministry of Agriculture, Food and Rural Affairs
Hon. Steve Clark, Minister of Municipal Affairs and Housing
Chris Bittle, MP St. Catharines
Tony Baldinelli, MP Niagara Falls
Vance Badawey, MP Niagara Centre
Dean Allison, MP Niagara West
Jennifer Stevens, MPP St. Catharines
Wayne Gates, MPP Niagara Falls
Jeff Burch, MPP Niagara Centre
Sam Oosterhof, MPP Niagara West
Association of Municipalities of Ontario (AMO)
Ontario Municipalities



Municipality of Southwest Middlesex

December 7, 2020

Please be advised that the Council of Southwest Middlesex passed the following resolution at its November 25, 2020 Council meeting:

Drainage Matters: CN Rail

Moved by Councillor McGill
Seconded by Councillor Vink

“WHEREAS municipalities are facilitators of the provincial process under the *Drainage Act* providing land owners to enter into agreements to construct or improve drains, and for the democratic procedure for the construction, improvement and maintenance of drainage works; and

WHEREAS municipal drain infrastructure and railway track infrastructure intersect in many areas in Ontario; and

WHEREAS coordination with national railways is required for the construction or improvement of drains that benefit or intersect with national railways; and

WHEREAS the national railways have historically participated in the process for construction, improvement and maintenance of drainage works; and

WHEREAS currently municipalities are experiencing a lack of coordination with national railways on drainage projects; and

WHEREAS the lack of coordination is resulting in projects being significantly delayed or cancelled within a year; and

WHEREAS municipal drains remove excess water to support public and private infrastructure and agricultural operations;

THEREFORE be it resolved that the Province of Ontario work with the Federal Minister of Transportation to address concerns regarding municipal drainage matters and need for coordination with the national railways; and

THAT Council circulate the resolution to the Provincial Ministers of Agriculture, Food, and Rural Affairs, and Municipal Affairs and Housing, and the Federal Minister of Transportation, the local MP and MPP, the Association of Municipalities of Ontario, and all municipalities.”

Municipality of Southwest Middlesex Resolution #2020-274

Carried

Sincerely,

A handwritten signature in cursive script, reading "Bellchamber-Glazier".

Jillene Bellchamber-Glazier
CAO-Clerk

Cc: The Honorable Marc Gardeau, Minister of Transport
The Honorable Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs
Monte McNaughton, MPP Lambton-Middlesex-London
Lianne Rood, MP Lambton-Kent-Middlesex
The Association of Municipalities of Ontario
All Ontario Municipalities



PORT COLBORNE

Corporate Services Department
Clerk's Division

Municipal Offices: 66 Charlotte Street
Port Colborne, Ontario L3K 3C8 • www.portcolborne.ca

T 905.835.2900 ext 106 F 905.834.5746
E amber.lapointe@portcolborne.ca

January 25, 2021

The Honourable Ernie Hardeman
Ministry of Agriculture, Food and Rural Affairs
11th Floor, 77 Grenville St.
Toronto, ON M5S 1B3

VIA E-MAIL

Dear Mr. Hardeman:

Re: Resolution – Amending the Tile Drainage Installation Act

Please be advised that, at its meeting of December 14, 2020, the Council of The Corporation of the City of Port Colborne resolved as follows:

That the resolution received from the Township of Howick Re: Amending the Tile Drainage Installation Act, be supported.

A copy of the above noted resolution is enclosed for your reference. Your favourable consideration of this request is respectfully requested.

Sincerely,

Amber LaPointe
City Clerk

Encl.

ec: Jeff Burch, MPP Niagara Centre
Wayne Gates, MPP Niagara Falls
Jennifer Stevens, MPP St. Catharines
Sam Oosterhoff, MPP Niagara West
Rural Ontario Municipal Association
Ontario Federation of Agriculture
Christian Farmers Federation of Ontario
Association of Municipalities of Ontario (AMO)
Land Improvement Contractors of Ontario
Drainage Superintendents of Ontario Association
Ontario Municipalities



44816 Harriston Road, RR 1, Gorrie On N0G 1X0
Tel: 519-335-3208 ext 2 Fax: 519-335-6208
www.howick.ca

City of Port Colborne
RECEIVED
DEC 03 2020
CORPORATE SERVICES
DEPARTMENT

December 3, 2020

The Honourable Ernie Hardeman
Minister of Agriculture, Food and Rural Affairs

By email only minister.omafra@ontario.ca

Dear Mr. Hardeman:

Please be advised that the following resolution was passed at the December 1, 2020 Howick Council meeting:

Moved by Councillor Hargrave; Seconded by Councillor Illman:

Be it resolved that Council request the Ministry of Agriculture, Food and Rural Affairs amend the Tile Drainage Installation Act and/or the regulations under the Act that would require tile drainage contractors file farm tile drainage installation plans with the local municipality; and further, this resolution be forwarded to Minister of Agriculture, Food and Rural Affairs, Huron-Bruce MPP Lisa Thompson, Perth-Wellington MPP Randy Pettapiece, Rural Ontario Municipal Association, Ontario Federation of Agriculture, Christian Farmers Federation Of Ontario, Land Improvement Contractors of Ontario, Drainage Superintendents of Ontario and all Ontario municipalities. Carried. Resolution No. 288/20

If you require any further information, please contact this office, thank you.

Yours truly,

Carol Watson

Carol Watson, Clerk
Township of Howick



**Background Information to the Township of Howick
Resolution No. 288-20 Requesting Amendments to the
Agricultural Tile Drainage Installation Act**

Rational for Proposed Amendments

Over the years, Howick Township staff have received many requests for tile drainage information on farmland. Usually these requests come after a change in ownership of the farm. Some of these drainage systems were installed recently but many are 30 to 40 or more years old. Many were installed by contractors who are no longer in business or who have sold the business and records are not available.

Information is generally available if the tile was installed under the Tile Drain Loan Program because a drainage plan is required to be filed with the municipality. If the tile system was installed on a farm without using the Tile Drain Loan Program, there likely are no records on file at the municipal office.

The other benefits to filing tile drainage plans with the municipality are identified in Section 65 of the Drainage Act.

- 65(1) – Subsequent subdivision of land (severance or subdivision)
- 65(3) – Drainage connection into a drain from lands not assessed to the drain
- 65(4) – Drainage disconnection of assessed lands from a drain
- 65(5) – Connecting to a municipal drain without approval from council

Section 14 of the Act states:

(1) "The Lieutenant Governor in Council may make regulations,

(a) providing for the manner of issuing licences and prescribing their duration, the fees payable therefor and the terms and conditions on which they are issued;

(a.1) exempting classes of persons from the requirement under section 2 to hold a licence, in such circumstances as may be prescribed and subject to such restrictions as may be prescribed;

(b) Repealed: 1994, c. 27, s. 8 (5).

(c) establishing classes of machine operators and prescribing the qualifications for each class and the duties that may be performed by each class;



- (d) providing for courses of instruction and examinations and requiring licence holders or applicants for a licence under this Act to attend such courses and pass such examinations;
- (e) prescribing the facilities and equipment to be provided by persons engaged in the business of installing drainage works;
- (f) prescribing standards and procedures for the installation of drainage works;
- (g) prescribing performance standards for machines used in installing drainage works;
- (h) prescribing forms and providing for their use;
- (i) respecting any matter necessary or advisable to carry out effectively the intent and purpose of this Act. R.S.O. 1990, c. A.14, s. 14; 1994, c. 27, s. 8 (4, 5)."

I believe it would be beneficial if a regulation required the installer, of agricultural drainage, to file a plan of the drainage system with the municipality following completion of the work.

While most of Section 14 deals with contractor, machine and installer licences, I think that Section 14(f) or 14(i) may allow a regulation change. This would be a better solution than an amendment to the Act.

Recommendations:

- Request by municipal resolution that the Ministry of Agriculture, Food and Rural Affairs amend the Tile Drainage Installation Act and/or the regulations, under the Act, that would require tile drainage contractors file all farm tile drainage installation plans in the Municipality where the installation took place
- Send the municipal resolution to:
 - Minister of Agriculture, Food and Rural Affairs
 - Lisa Thompson, MPP Huron Bruce
 - Randy Pettapiece, MPP Perth Wellington
 - Rural Ontario Municipal Association roma@roma.on.ca
 - [OFA](#)
 - [CFFO](#)
 - All Ontario municipalities
 - the Land Improvement Contractors of Ontario (LICO), and
 - the Drainage Superintendents Association of Ontario (DSAO)

Wray Wilson, Drainage Superintendent
Township of Howick
drainage@howick.ca

WHEREAS the operation, finance and regulatory compliance of elections is fully undertaken by municipalities themselves; and,

WHEREAS local governments are best poised to understand the representational needs and challenges of the body politic they represent, and when looking at alternative voting methods to ensure more people vote safely, it becomes more difficult to implement these alternatives with the proposed shorter period between Nomination day and the October 24, 2022 Election day;

NOW THEREFORE BE IT RESOLVED THAT Corporation of the County of Prince Edward Council send a letter to the Ministry of Municipal Affairs and Housing urging that the Government of Ontario continues to respect Ontario municipalities' ability to apply sound representative principles in their execution of elections;

AND THAT the Corporation of the County of Prince Edward Council recommends that the Government of Ontario supports the freedom of municipalities to run democratic elections within the existing framework the Act currently offers;

AND THAT this resolution be circulated to all Ontario Municipalities, AMO and AMCTO.

CARRIED



Catalina Blumenberg, Clerk

January 22, 2021

RE: Item for Discussion – Infrastructure Funding

At its meeting of January 20, 2021, the Council of the Corporation of the Town of Bracebridge ratified motion 21-GC-024, regarding Infrastructure Funding, as follows:

“WHEREAS the Association of Municipalities of Ontario (AMO) has reported that municipal governments own more of Ontario’s infrastructure than any other order of government, and most of it is essential to economic prosperity and quality of life;

AND WHEREAS municipalities deliver many of the services that are critical to residents in every community, and these services rely on well-planned, well-built and well-maintained infrastructure;

AND WHEREAS the Ontario Provincial Government has stated that universal asset management will be the foundation of its municipal infrastructure strategy because effective asset management planning helps ensure that investments are made at the right time to minimize future repair and rehabilitation costs and maintain assets;

AND WHEREAS Federal and Provincial infrastructure funding models now contain requirements for recipients to demonstrate that comprehensive asset management planning principles are applied when making decisions regarding infrastructure investment;

AND WHEREAS infrastructure funding limits need to be large enough to support significant projects that have a lasting community impact over multiple generations;

AND WHEREAS targeted funding for critical infrastructure is inconsistent with the principle foundation of an asset management strategy which prioritizes needs over wants and has resulted in underfunding of the wide range of infrastructure that municipalities are responsible for maintaining, such as arenas and libraries;

AND WHEREAS the Community, Culture and Recreation Stream of the Investing in Canada Infrastructure Program received demand of almost \$10 billion for a \$1 billion funding envelope;

AND WHEREAS broad eligibility for funding is more appropriate as municipalities best understand their infrastructure needs together with the needs of their community;

AND WHEREAS no and/or insufficient funding programs currently exist to fund the demonstrated need for the building, restoration and enhancement of community, culture and recreation assets;

AND WHEREAS funding the replacement of these needed capital assets is beyond the financial capacity of most communities;

AND WHEREAS the age of the Town of Bracebridge arena is greater than 70 years old, and the Library greater than 110 years old, requiring immediate replacement;

AND WHEREAS the Town of Bracebridge was recently denied any funding under the Community, Culture and Recreation stream of the Investing in Canada Infrastructure Program, despite clearly meeting the tests of proper asset management and identifying needs over wants;

AND WHEREAS the economy of Ontario has been negatively impacted by the ongoing measures implemented to reduce the spread of COVID-19;

NOW THEREFORE the Council of The Corporation of the Town of Bracebridge resolves as follows:

1. THAT the Federal and Provincial Governments provide immediate broad and substantial municipal funding opportunities for well-planned, shovel-ready projects already prioritized under municipal asset management plans to provide immediate stimulus to the local, provincial and the federal economies in order to rebound from the impact of the COVID-19 pandemic.
2. AND THAT this resolution be forwarded to the Right Honourable Prime Minister of Canada; the Federal Minister of Infrastructure and Communities; the Honourable Premier of Ontario; the Ontario Minister of the Finance; the Ontario Minister of Infrastructure; the Ontario Minister of Municipal Affairs and Housing; the Association of Municipalities of Ontario (AMO); the Federation of Canadian Municipalities (FCM); the Local Member of Parliament (MP); the Local Member of Provincial Parliament (MPP); and all Municipalities in Ontario.

In accordance with Council's direction I am forwarding you a copy of the resolution for your attention.

Please do not hesitate to contact me if I can provide any additional clarification in this regard.

Yours truly,



Graydon Smith
Mayor

January 22, 2021

RE: Insurance Rates Resolution

Please be advised that the Council of the Municipality of Grey Highlands, at its meeting held January 20, 2021, passed the following resolution:

2021-39

Moved by Tom Allwood, Seconded by Aakash Desai

Whereas the cost of municipal insurance in the Province of Ontario has continued to increase – with especially large increases going into 2021; and

Whereas Joint and Several Liability continues to ask property taxpayers to carry the lion’s share of a damage award when a municipality is found at minimum fault; and

Whereas these increases are unsustainable and unfair and eat at critical municipal services; and

Whereas the Association of Municipalities of Ontario outlined seven recommendations to address insurance issues including:

- 1. The provincial government adopt a model of full proportionate liability to replace joint and several liability.**
- 2. Implement enhancements to the existing limitations period including the continued applicability of the existing 10-day rule on slip and fall cases given recent judicial interpretations and whether a 1 year limitation period may be beneficial.**
- 3. Implement a cap for economic loss awards.**
- 4. Increase the catastrophic impairment default benefit limit to \$2 million and increase the third-party liability coverage to \$2 million in government regulated automobile insurance plans.**
- 5. Assess and implement additional measures which would support lower premiums or alternatives to the provision of insurance services by other entities such as nonprofit insurance reciprocals.**
- 6. Compel the insurance industry to supply all necessary financial evidence including premiums, claims and deductible limit changes which support its own and municipal arguments**

**as to the fiscal impact of joint and several liability.
7. Establish a provincial and municipal working group to consider the above and put forward recommendations to the Attorney General;**

Now therefore be it resolved that the Council for the Municipality of Grey Highlands call on the Province of Ontario to immediately review these recommendations and to investigate the unethical practice of preferred vendors who are paid substantial amounts over industry standards, despite COVID 19 delays, as insurance premiums will soon be out of reach for many communities and

**Be it further resolved that this motion be provided to the Honourable Doug Ford, Premier of Ontario, the Honourable Peter Bethlenfalvy, Minister of Finance, the Honourable Doug Downey, Attorney General of Ontario, the Honourable Bill Walker, MPP for Bruce - Grey - Owen Sound, and all Ontario municipalities.
CARRIED.**

As per the above resolution, please accept a copy of this correspondence for your information and consideration.

Sincerely,



Jerri-Lynn Levitt
Deputy Clerk
Council and Legislative Services
Municipality of Grey Highlands

CKOHT Board Bulletin

January 2021

INTRODUCING CKOHT BOARD BULLETINS

With the introduction of the Advisory Council of the Chairs, comes the CKOHT Board Bulletin. Going forward, the Board Bulletin will be published in the same month of the advisory council meetings, offering the board members of our CKOHT partner organizations important information and updates on the progress of our CKOHT. The board bulletin will be distributed to the Executive Directors and CEOs of our partner organizations to include in their board packages.

COUNCIL OF THE BOARD CHAIRS LAUNCHED

On January 19th, the Advisory Council of the Board Chairs met for their inaugural meeting. Mr. Steven Brown, Board Chair of the Chatham-Kent Community Health Centres and Dr. Sheri Roszell, Board Chair of the Thamesview Family Health Team were confirmed as the Co-Chairs. Below is a screenshot of the members during the board only portion of the meeting.



CKOHT STRATEGIC PLANNING PROCESS

As the CKOHT looks to its future, a strategic plan is needed in order to set priorities, focus resources, confirm common goals, and provide guidance and direction to the operations of the CKOHT. The development of a strategic plan is an engaging process that brings together a diversity of opinions, experience, knowledge and perspective. There are multiple organizations within the CKOHT who are updating their strategic plans. Information sharing and coordinated engagement will be key in the development of the CKOHT strategic plan. The timeline for the strategic plan development is as follows:

January 2021

- CKOHT Coaches engaged and consulted on the strategic planning process for feedback based on learned best practices

February 2021

- Environmental scan prepared for Collaborative Steering Committee.

March-April 2021

- Broad internal and external engagement on priorities for the CKOHT system.
- Draft strategic plan presented to the Strategy and Performance Working Group and Advisory Councils for feedback.

May 2021

- Strategy and Performance Working Group receives the strategic plan and makes recommendation to Collaborative Steering Committee.
- Collaborative Steering Committee approves the strategic plan including Goals and measures of Success.

June 2021

- Strategy and Performance Working Group determines ongoing metric and reporting requirements based on strategic plan
- New Strategic Plan shared with all internal and external stakeholders

Our Phase 1 Partners

Société Alzheimer Society

CHATHAM-KENT



CHATHAM-KENT

Health Alliance



CHATHAM-KENT

FAMILY HEALTH TEAM



westover
TREATMENT CENTRE



Chatham-Kent
Hospice



Thamesview
FAMILY HEALTH TEAM



Chatham-Kent
Community Health Centres

Centres de santé communautaire
de Chatham-Kent



MARCH
OF DIMES
CANADA

LA MARCHÉ
DES DIX SOUS
DU CANADA



Chatham-Kent

Cultivating Growth, Shore to Shore



Transform
SHARED SERVICE ORGANIZATION

Erie St. Clair **LHIN**



Canadian Mental
Health Association
Lambton Kent

Association canadienne
pour la santé mentale
Filiale de Lambton Kent



Erie St. Clair Behavioural Supports Ontario



Tilbury District
FAMILY HEALTH TEAM



St. Andrew's
Residence

Active Living • Professional Care

CK OHT HIGHLIGHTS

November 2020 Highlights

- Transformation Summit – hosted electronically
- Transfer Payment Agreement – Received and Signed
- CKOHT Executive Transformation Lead hired
- CKOHT launches Remote Patient Monitoring (RPM) Program for COVID-19 and other patients, including an innovative community physician on call program to divert ED visits (78 referrals to date)

December 2020 Highlights

- CKOHT members completed ADVANCE (Accountability, shared leadership and goVernANCE) training
- CKOHT IMS group establishes Incident Management Framework
- COHT relaunches newsletters for community engagement

January 2021 Highlights

- CKOHT releases letter to community re: Covid-19
- CKOHT is selected as one of six OHTs in Ontario to participate in a study led by the Health System Performance Research Network



Back to Top