



COMMUNITY SERVICES/DUFFERIN OAKS/MUSEUM COMMITTEE AGENDA

Thursday, November 26, 2020 at 2:00 p.m.

By video conference – The meeting will be live streamed on YouTube at the following link: <https://www.youtube.com/channel/UCCx9vXkywflJr0LUVkKnYWQ>

Land Acknowledgement Statement

Roll Call

Declarations of Pecuniary Interests

PUBLIC QUESTION PERIOD

Questions can be submitted to info@dufferincounty.ca or 519-941-2816 x2500 prior to 4:30 p.m. on November 25, 2020.

COMMUNITY SERVICES

1. COMMUNITY SERVICES/DUFFERIN OAKS/MUSEUM – November 26, 2020
Item #1 – By Name List (BNL) Update

A report from the Director of Community Services, dated November 26, 2020, to update Council on the progress being made to tackle homelessness using Dufferin's By Name List (BNL).

Recommendation:

THAT the report of the Director, Community Services, titled By Name List (BNL) Update, dated November 26, 2020, be received.

2. COMMUNITY SERVICES/DUFFERIN OAKS/MUSEUM – November 26, 2020
Item #2 – Quarterly Community Services Activity Report – Third Quarter 2020

A report from the Director of Community Services, dated November 26, 2020, to provide Council with the quarterly infographics that summarize work being

undertaken by the Community Services Housing, Ontario Works and Children's Services Divisions.

Recommendation:

THAT the report of the Director, Community Services, titled Quarterly Community Services Activity Report – Third Quarter, 2020, dated November 26, 2020 be received.

3. COMMUNITY SERVICES/DUFFERIN OAKS/MUSEUM – November 26, 2020
Item #3 – Rapid Housing Initiative (RHI)

A report from the Director of Community Services, dated November 26, 2020, to share information with Council on the newly announced Rapid Housing Initiative (RHI).

Recommendation:

THAT the report of the Director, Community Services, titled Rapid Housing Initiative (RHI), dated November 26, 2020, be received.

4. COMMUNITY SERVICES/DUFFERIN OAKS/MUSEUM – November 26, 2020
Item #4 – EarlyON Service Review Update 3

A report from the Director of Community Services, dated November 26, 2020, to share with Council the ongoing changes to Service Delivery and budget implications within the EarlyON service, as a result of the ongoing COVID-19 pandemic.

Recommendation:

THAT the report of the Director, Community Services, titled EarlyON Service Delivery Review Update 3, dated November 26, 2020, be received.

DUFFERIN OAKS

5. COMMUNITY SERVICES/DUFFERIN OAKS/MUSEUM – November 26, 2020
ITEM #5 – One Time Funding – Infection Prevention and Control

A report from the Administrator of Dufferin Oaks, dated November 26, 2020, to inform committee members of a recent one time funding announcement.

Recommendation:

THAT the report of the Administrator, dated November 26, 2020, with regards to the One Time Funding be received;

AND THAT the creation of an additional Assistant Director of Care position be approved.

REPORTS

6. COMMUNITY SERVICES/DUFFERIN OAKS/MUSEUM – November 26, 2020
Item #6 – Joint Accessibility Advisory Committee Minutes

Minutes from the Joint Accessibility Advisory Committee minutes from the meeting on September 1, 2020.

Recommendation:

THAT the minutes of the Joint Accessibility Advisory Committee from the September 1, 2020 meeting, be received.

CORRESPONDENCE

7. COMMUNITY SERVICES/DUFFERIN OAKS/MUSEUM – November 26, 2020
ITEM #7 – Ministry of Municipal Affairs and Housing

Correspondence from the Ministry of Municipal Affairs and Housing, dated October 30, 2020, regarding delegation requests for the 2021 Annual Rural Ontario Municipal Association (ROMA) Conference.

Recommendation:

For consideration of Committee.

BUDGET

8. COMMUNITY SERVICES/DUFFERIN OAKS/MUSEUM – November 26, 2020
ITEM #8 – Draft 2021 Budget

Review and discussion of the Draft 2021 Operating and Capital Budget for Community Services, Dufferin Oaks and Museum of Dufferin.

The 2021 Draft Budget Package is available at the following link:

<https://www.dufferincounty.ca/sites/default/files/finance/2021%20Draft%20Budget%20Revised.pdf>

Next Meeting

To be confirmed

Video Conference



REPORT TO COMMITTEE

To: Chair Ryan and Members of the Community Services/Dufferin Oaks/Museum Committee

From: Anna McGregor, Director of Community Services

Meeting Date: November 26, 2020

Subject: **By Name List (BNL) Update**

In Support of Strategic Plan Priorities and Objectives:

Good Governance - ensure transparency, clear communication, prudent financial management

Inclusive and supportive community – support efforts to address current and future needs for a livable community

Purpose

The purpose of this report is to update Council on the progress being made to tackle homelessness using Dufferin's By Name List (BNL).

Background and Discussion

By Name List (BNL)

A By-Name List (BNL) is a real-time list of all people experiencing homelessness in a community. It includes a robust set of data points that support coordinated access and prioritization at a household level and an understanding of homeless inflow and outflow at a system level. Dufferin County implemented its own BNL on May 1, 2019 as a tool to identify the most vulnerable community members who were experiencing homelessness and to connect them to services to support them to find and maintain housing.

Dufferin was able to create a BNL and introduce a Coordinated Access approach with support from the Canadian Alliance to End Homelessness, Built For Zero Canada (BFZ-C) Campaign and federal funding as part of the Reaching Home program, as noted in report CS 2019-03-28 Built For Zero Canada.

On August 30, 2019 Dufferin was recognised by the Canadian Alliance to End Homelessness (CAEH) for achieving the first key milestone to achieve its Quality By-Name List. To achieve a Quality By-Name List, communities must confirm a score of 11/11 on the By-Name List Scorecard, confirm completion of the Provider Participation Tool, and submit three consecutive months of reliable chronic By-Name List data.

On October 28, 2020 Dufferin was further recognized as achieving an Advanced Quality By-Name list. To achieve an Advanced Quality By-Name List, communities must confirm a score of 11/11 on the Advanced By-Name List Scorecard, confirm a mechanism for including ALL people experiencing homelessness on the By-Name List, capture additional key data points to help end homelessness in their community, and include other service providers in the process of adding, referring, and updating Dufferin's By-Name List. As the 2nd community to achieve an Advanced Quality By-Name List, Dufferin County is a leading community, proving to others that it's possible.

Coordinated Access

Coordinated Access systems are designed to streamline the process for people experiencing homelessness to access housing and support services needed to permanently end their homelessness.

By standardizing the intake and assessment process, sharing information in real-time within a community, adopting uniform prioritization policies and coordinating referral processes, coordinated access systems connect people to the right housing and supports as efficiently as possible, based on their preferences and level of need.

On October 22, 2020 Dufferin was recognized as achieving Basic Quality Coordinated Access. To achieve Basic Quality Coordinated Access, communities must confirm a score of 16/16 on their Coordinated Access Scorecard, completion of the Provider Participation Tool and completion of the Coordinated Access Initial Written Documents Checklist.

To support Dufferin's Coordinated Access, the County facilitate a weekly Coordinated Access Table (CAT) meeting where the BNL is reviewed and discussed. The CAT comprises of the local service providers who work with people in housing crisis and who are homeless. Current membership includes, the County of Dufferin Housing staff, Family Transition Place, Choices Youth Shelter, CMHA Peel Dufferin, Salvation Army, The Lighthouse, Services and Housing In the Province (SHIP), Dufferin Area Family Health

Team, White Owl Native Ancestry Association and Central West Local Health Integration Network.

Through Coordinated Access, all types of homelessness are addressed and all individuals on the BNL are given support. The type, or intensity of support is determined by the definition the individual falls under. To better understand the numbers, it is important to differentiate between chronic homelessness and non-chronic homelessness. Chronic homelessness is when an individual experiences homelessness for at least 180 days in the past 6 months and/or at least 546 cumulative days in the last 3 years.

Composition of the BNL

It is important to note, the numbers within this report are based on very specific points in time. An individual's homeless experience can change on a daily basis and people move in and out of homelessness. Homelessness can be experienced while residing in a shelter, couch surfing or living rough.

Since the start of the BNL in May 2019, there have been 145 homeless people who have connected with the program, of which approximately 54% were male, 43% female and 3% transgender. There have been 2 individuals who identify as Black, 2 as Hispanic, 1 as Arab and 16 as Indigenous.

As of October 31, 2020, the BNL had 0 individuals who identified as Black and 1 who identified as Indigenous and chronic. There were 25 homeless individuals on the BNL, of which 60% were male, 32% were female and 8% were transgender. The age split on the BNL was; 24% youth (16yrs-24yrs), 68% adult (25yrs-59yrs) and 8% senior (60yrs+). The percentage of seniors experiencing homelessness has consistently been much lower than youth and adults.

Of the current 25 homeless individuals on the list, 11 of these are experiencing chronic homelessness. There are approximately two (2) times as many non-chronic males on the BNL than females.

The data shows the difference between the number of males and females experiencing homelessness. Higher chronic male homelessness may be due to the fact that both Family Transition Place and Choices Youth Shelter are available as support primarily for homeless women and youth respectively, and their clients are given referrals to the BNL and supports, so their homeless experience is minimal or diverted.

In contrast, there are no specific men only services for homeless men in Dufferin and as a result there may be delays in them hearing about the BNL and for them to see the benefits of accessing it. Discussions with the CAT have focused on how to better target the vulnerable men in the community, with a targeted information campaign designed in October 2020, which will be rolled out in November 2020.

What is promising, are the benefits being seen in Dufferin County since the start of the BNL in May 2019. The use of Reaching Home (federal funding) provided support to secure staff, to support homeless individuals access to housing and the supports to help them maintain it. In the last 7 months many of those experiencing homelessness, both chronic and non-chronic, have been connected to housing and supports and remain working with the program to ensure continued success.

Moving forward with the BNL, staff are confident, Dufferin will continue to improve how it connects with the homeless population in the community, to be in a better position to support them with housing. This was illustrated by an increase in homeless numbers in September, which was parallel to the timing of bringing on of a new partner to the CAT, who is strongly connected to Dufferin County's vulnerable population, in addition to the implementation of new processes which ease connection of homeless individuals to the support of Coordinated Access.

Summary

In October 2016 when the first Dufferin homeless enumeration exercise was carried out the study found 78 people were homeless. In May 2018, less than 2 years later the enumeration process found 44 people were homeless. As on October 31, 2020, 25 people are identified as homeless.

Changing to a Coordinated Access system and using a BNL resulted in better links to services for Dufferin's vulnerable population. When County Council approved the reallocation of funds to help the chronic caseload on the BNL, it also helped reduced those numbers. [See report presented to Community Services/Dufferin Oaks Committee 2019-08-22 Dufferin Portable Housing Allowance Implementation (2020)]

The County of Dufferin with its local community partner agencies are working to end chronic homelessness in Dufferin, not manage homelessness. As the federal and provincial governments discuss increases to funding, to address homelessness, Dufferin is well placed to target the funding where it is needed most.

The supply of affordable housing is vitally important to this work. County staff will continue to advocate, pursue funding opportunities and work in partnership with local agencies to create more affordable housing opportunities.

Financial, Staffing, Legal, or IT Considerations

The ongoing work to administer the BNL and support the Coordinated Access Table can be accommodated within the current budgets.

Recommendation

THAT the report of the Director, Community Services, titled By Name List (BNL) Update, dated November 26, 2020, be received.

Respectfully Submitted By:

Anna McGregor
Director of Community Services



REPORT TO COMMITTEE

To: Chair Ryan and Members of the Community Services/Dufferin Oaks/Museum Committee

From: Anna McGregor, Director of Community Services

Meeting Date: November 26, 2020

Subject: **Quarterly Community Services Activity Report – Third Quarter 2020**

In Support of Strategic Plan Priorities and Objectives:

Good Governance - ensure transparency, clear communication, prudent financial management

Economic Vitality – promote an environment for economic growth and development

Inclusive and supportive community – support efforts to address current and future needs for a livable community

Purpose

The purpose of this report is to provide Council with the quarterly infographics that summarize work being undertaken by the Community Services Housing, Ontario Works and Children's Services Divisions.

Background and Discussion

Attached is the Housing Services, Ontario Works and the Children's Services Activity Reports for the third quarter of 2020. Services and programs continued to be provided in a modified manner in Q3 of 2020 (July, August, September) due to the pandemic.

The pandemic created the opportunity to reflect and explore service delivery methods. The changes to how services were provided due to public health and safety measures, have impacted the numbers provided in previous quarterly reports. The attached infographics provide quick reference information for consideration.

Updates to Service Delivery in Q3

Housing Services:

- Providers (Co-ops and Non-Profits) were provided information on the bylaw changes regarding masks in multi-residential buildings
- Tenants (Rent Supplement and County) were also provided with the information regarding masks
- Move-ins for Rent Supplement and County units are still occurring. Units are not shown until vacant. If a tenant chooses not to accept a unit due to COVID it does not count as a refusal
- Community Support Workers (CSWs) call County tenants bi-weekly unless they request not to be. Currently about 30% of County tenants are receiving calls. Approx. 45 Rent Supplement tenants are called bi-weekly
- Maintained normal business practices where possible, such as Annual Reviews and Operational Reviews
- Rent-Geared-to-Income (RGI) simplification started for Rent Supplement and County tenants
- The Homelessness Prevention Program is still being provided
- The Homeownership Program reopened for applications

Ontario Works:

- The Orangeville Employment Resource Centre at the Edelbrock Centre continued to operate for essential in-person visits only, 8:30 a.m. - 11:00 a.m., Monday – Friday. The ERC Co-ordinator screens clients at the door and ensures safely protocols are adhered to
- Planning and preparing took place to reopen the Shelburne Employment Resource Centre (SERC). The SERC will reopen for essential in-person visits only starting in Q4, 8:30 a.m. - 11:00 a.m., Monday – Friday
- Intake phone calls and online applications are being managed remotely and applications for Ontario Works are completed over the phone with required documentation
- MyBenefits - the online service available to those receiving Ontario Works (OW) – is now defaulting to “paperless”

Children Services:

- Emergency Child Care for frontline workers through the YMCA ended on June 26, 2020. Regular operations of Dufferin child care providers started in late June, with the first provider reopening on June 22 and all provider sites reopened by September 8th. Child Care Fee Subsidy resumed as each provider reopened

- EarlyON sites were closed as a result of the pandemic on March 16, 2020. EarlyON phone communications with parents continued in Q3
 - Healthy Babies Healthy Children is a partnership with Public Health where follow up calls are made to moms who have given birth in the last 7-10 days. EarlyON staff are able to do a check-in and provide additional supports and resources as requested by the parent. The calls take place Monday - Friday, 9 a.m. - 4 p.m.
 - The Ask EarlyON phone line is open Monday - Friday, 9 a.m. - 4 p.m. and offers parents the opportunity to call and speak to a staff member with any parenting/child related questions and concerns
- EarlyON Outdoor Programming started on September 22nd. Two programs ran in Orangeville and Shelburne and one program ran in Grand Valley
- EarlyON virtual programming has been well attended. For a list of programs and descriptions please see the attached flyer
- The EarlyON Facebook page continued to be an important communication tool to reach families with information, resources and parenting support. Staff have been able to connect and engage with families and support them in a responsive and inclusive way through virtual programming, including live Facebook programming and by sharing articles, links, pages, resources, videos and other informative tools
- Raising the Bar held a number of virtual workshops in Q3
- The Dufferin Child Care Provider Supervisor network and our community partners came together in companionship through multiple Zoom gatherings to navigate, collaborate and support each other within this fast paced, ever-shifting climate in the child care sector

Financial, Staffing, Legal, or IT Considerations

There is no impact.

Recommendation

THAT the report of the Director, Community Services, titled Quarterly Community Services Activity Report – Third Quarter, 2020, dated November 26, 2020, be received.

Respectfully Submitted By:

Anna McGregor
Director, Community Services

Attachments:

Quarterly Community Services Report Q3 2020 – Housing
Quarterly Community Services Report Q3 2020 – Ontario Works
Quarterly Community Services Report Q3 2020 – Children
EarlyON Virtual Program Flyer

HAD¹ COMPOSITION & AVERAGE WAIT TIMES

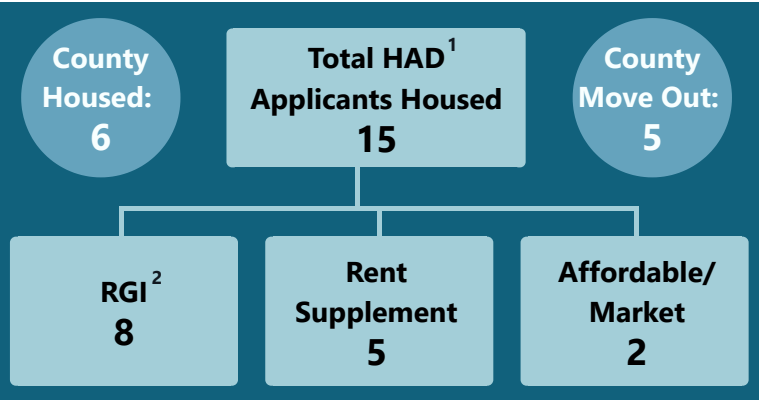


HAD¹ Average Wait Times for Housed Applicants



Please note: Wait times vary depending on family size, age of applicant and choice of location the applicant selects

HOUSED APPLICANTS



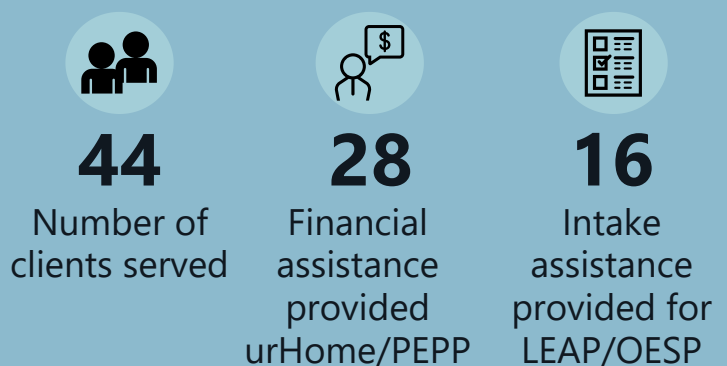
UNIT COMPOSITION

Total Units with Rental Support Supplied: 388



HOMELESSNESS PREVENTION PROGRAM (HPP)

Please note: The Edelbrock Centre reduced its services in mid-March due to COVID-19. It continues to be open for essential in-person visits only, 8:30 a.m. - 11:00 a.m., Monday - Friday



NEW ANNOUNCEMENTS THIS QUARTER

The province announced that it was providing additional funding to municipalities through Phase 2 of the Social Services Relief Fund (SSRF) to better help protect vulnerable people from COVID-19. Funds will be used to expand rent support programming, enhance cleaning, renovate and retrofit units, provide staff support and more.

Housing Services recruited and filled the position of Housing Placement Worker. The Housing Placement Worker started in July.

The Ontario Priorities Housing Initiative (OPHI) Housing Allowance Program currently has 57 applicants and is full. The Canada-Ontario Housing Benefit (COHB), which started in July, is also currently full with 20 applicants. A waitlist is available for both programs.

¹ HAD - Housing Access Dufferin ² RGI - Rent Geared to Income

⁺ please note: statistics are accurate as of October 23, 2020

CHILD CARE FEE SUBSIDY

Average monthly number of children receiving fee subsidy **144**

Average monthly number of new children receiving fee subsidy **7**

Fee Subsidy age groups by percentage

0	12%	32%	22%	34%
Infant	Toddler	Preschool	Kindergarten	School Age

SOCIAL MEDIA

EARLYON FACEBOOK Q3 STATS

We are connecting, supporting and engaging with families through live Facebook programming and by sharing articles, links, videos and more.

End of July

1,721

Followers

End of August

1,725

Followers

End of Sept.

1,744

Followers

EARLYON CHILD & FAMILY CENTRES¹

OUTDOOR PROGRAMMING

EarlyON Outdoor Programming started on September 22. Two programs ran in Orangeville and Shelburne and one program ran in Grand Valley.

Outdoor Programming total participants **39**

Number of participants by location	• Orangeville	10
	• Shelburne	21
	• Grand Valley	8

VIRTUAL & OTHER PROGRAMMING²

10

Ask EarlyON total calls

32

Healthy Babies Healthy Children³ total calls

69

Feelings After Birth total participants

10

Come Understand Parenting total participants

35

Fill Your Cup total participants

RAISING THE BAR

RAISING THE BAR PROGRAM⁴

Total number of virtual workshops in Q3 **10**

Total number of registered early childhood educators served in workshops in Q3 **157**

SPECIAL NEEDS RESOURCING

iCAN (Inclusion for Children with Additional Needs)

41

Average monthly number of children up to and including Senior Kindergarten age receiving programming

12

Average monthly number of school age children receiving programming

NEW ANNOUNCEMENTS THIS QUARTER

The EarlyON staff planned and delivered outdoor programming for families to interact and enjoy the beautiful scenery and fresh air of local parks, nature areas and trails while socially distanced.

Dufferin child care educators gathered virtually to engage in dialogue, on such topics as self-regulation and responding to change, to support their pedagogical values and the well being of educators, children and families through the pandemic.

Provincial funding supports were provided during the pandemic to licensed child care centres to help ensure sustainability, during the period of closure and upon reopening up until August 31, 2020.

¹ EarlyON sites closed in mid-March ² For program descriptions please see the attached flyer

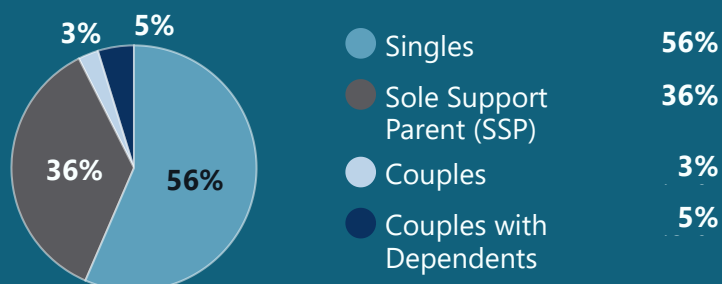
³ Healthy Babies Healthy Children is a partnership with Public Health. Follow up calls are made to moms who have recently given birth ⁴ Raising the Bar (Early Learning Quality Accreditation Program)

* please note: statistics are accurate as of October 23, 2020

INTAKE



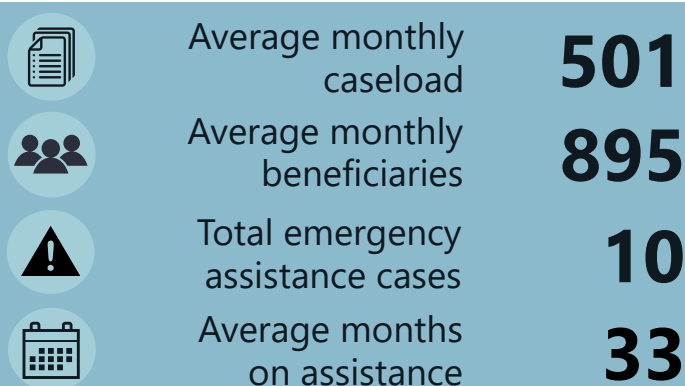
CASE COMPOSITION



CLIENT OUTCOMES



CASELOAD



EMPLOYMENT RESOURCE CENTRES & MORE

The **OERC²** is open:

- 8:30 a.m. - 11:00 a.m., Monday - Friday for essential in-person visits only
- Required documentation can be submitted by placing the documents in the mail box located at Entrance B

Preparations took place to reopen the **SERC³**
The SERC will reopen in Q4

- Throughout Q3, the Ontario Works staff have continued to provide exceptional service to those in need
- Applications and updates are still being completed over the phone and through e-mail
- One staff member remains in the office at all times to ensure the most vulnerable clients are served in person
- The Program Assistants have continued to work diligently to ensure all calls are quickly answered and paperwork is processed

NEW ANNOUNCEMENTS THIS QUARTER

In August, Dufferin County was selected as the only Ontario Works site to participate in the two-way communication pilot through MyBenefits. This will allow clients to securely message their caseworkers through MyBenefits. It will also allow clients to directly upload documents to us. The pilot will be launching in December 2020.

On September 30, the Province unveiled plans to modernize social assistance. The initial phase of the plan will be rolled out in the coming months. Some of the new measures include:

- Enhanced access to employment and training
- Accelerating digital delivery, such as an online application, expansion of the MyBenefits digital platform
- A centralized intake process
- Risk-based eligibility reviews
- Greater collaboration with partners

¹ Average # of business days from screening to financial eligibility decision

² Orangeville Employment Resource Centre is located at the Edelbrock Centre

³ Shelburne Employment Resource Centre is located at the Mel Lloyd Centre

* please note: statistics are accurate as of October 23, 2020

We are here for you virtually by offering...



Ask EarlyON

Call or text Monday to Friday
9-4 to talk to an EarlyON staff
member- 519-938-0559

Come Understand Parenting

A emotionally safe support
group which offers the parent
or pregnant mom the
opportunity to acquire positive
parenting skills, access
community resources and the
opportunity to meet other
parents.


EarlyON Dufferin Facebook

Follow our facebook page for
updated resources, current
information and our programs



Feelings After Birth

A safe and confidential support group
for women who want to come together
and discuss the sometimes difficult
emotions after the birth or adoption of
a baby.




Fill Your Cup

A support group which offers
mothers the opportunity to meet
other mothers in their community,
share ideas and questions around
parenting, access to a variety of
knowledgeable guest speakers in a
welcoming and safe
environment.

Contact

Tina Quail-Davis
tquail@dufferincounty.ca
Shelley Doney
sdoney@dufferincounty.ca





REPORT TO COMMITTEE

To: Chair Ryan and Members of the Community Services/Dufferin Oaks/Museum Committee

From: Anna McGregor, Director of Community Services

Meeting Date: November 26, 2020

Subject: **Rapid Housing Initiative (RHI)**

In Support of Strategic Plan Priorities and Objectives:

Good Governance - ensure transparency, clear communication, prudent financial management

Inclusive and supportive community – support efforts to address current and future needs for a livable community

Purpose

The purpose of this report is to share information with Council on the newly announced Rapid Housing Initiative (RHI).

Background and Discussion

As Council considers their strategic priorities, and as affordable housing is part of those considerations, this report will share information on new federal funding for affordable housing.

The Government of Canada, through Canada Mortgage Housing Corporation (CMHC), has launched the Rapid Housing Initiative (RHI). A \$1 billion program to help address urgent housing needs of vulnerable Canadians, especially in the context of COVID-19, through the rapid construction of affordable housing. The initiative can provide capital contributions to speed up the delivery of affordable housing. The Rapid Housing Initiative (RHI) will:

- Support the creation of up to 3,000 new permanent affordable housing units

- Cover the construction of modular housing, as well as the acquisition of land, and the conversion/rehabilitation of existing buildings to affordable housing
- Accept applications until December 31, 2020. Applications will be reviewed by January 31, 2021
- Aim to commit all funds before March 31, 2021, and ensure housing is available within 12 months of agreements

Before submitting an application, potential applicants are advised to contact the appropriate Regional CMHC specialist and to review the 12 page Rapid Housing Initiative Applicant Guide 2020. Applicant Guide attached for reference.

The application portal is open to municipalities, provinces and territories, Indigenous governing bodies and organizations, and non-profit organizations, with applications prioritized based on the strength of the application. A scoring system is detailed in the Applicant Guide.

To raise awareness of the new funding, particularly in light of the tight timelines and prescriptive criteria, County staff created an electronic information sheet, with embedded links, and sent the details to local housing providers and local service agencies. Information sheet attached for reference.

Financial, Staffing, Legal, or IT Considerations

No impact.

Recommendation

THAT the report of the Director, Community Services, titled Rapid Housing Initiative (RHI), dated November 26, 2020, be received.

Respectfully Submitted By:

Anna McGregor
Director of Community Services

Attachments:
Rapid Housing Initiative Information Sheet
Rapid Housing Initiative Applicant Guide

PROJECTS STREAM OVERVIEW

The Government of Canada, through CMHC, has launched the Rapid Housing Initiative (RHI). RHI:

- Provides up to 100% capital contributions to cover eligible residential construction costs (see below for details)
- Projects must target Canadians in severe housing need, and people and populations who are vulnerable

Stream Highlights:

- CMHC will accept applications until **December 31, 2020**
- Before submitting an application, please contact a CMHC specialist (click [here](#) to find a specialist)
- Applications will be reviewed by January 31, 2021. CMHC aims to commit all funds by March 31, 2021
- Units must be delivered within 12 months of a signed contribution agreement
- All units must be affordable (household will be paying less than 30% of gross income on housing costs)
- Affordability must be maintained for a minimum of 20 years

Eligible recipients may receive funding for one of three eligible project types:

1. Construction of a modular multi-unit rental project, which may include the acquisition of the land
2. Acquisition of land and buildings for the purpose of conversion of a non-residential building to an affordable rental project
3. Acquisition of land and existing buildings in state of disrepair or abandoned for the purpose or rehabilitation where units were previously lost from the housing stock

ELIGIBILITY REQUIREMENTS

The RHI is open to:

- Municipal, Provincial, and Territorial Governments including their agencies
- Indigenous governing bodies and organizations
- Non-profit organizations

Eligible applicants must have:

- Property Management Experience
- Construction Management Experience

Property Type and Size Requirements:

- Standard rental, transitional, permanent supportive housing, single room occupancy and seniors housing (requiring light to no care)
- Must have a minimum of **five** units or beds
- Minimum contribution request of \$1M
- Primary use is residential
- Permanent housing (three months or more)

DOCUMENTATION REQUIRED

Applies to both government and non-government entities:

- Application worksheet
- Development and construction project management schedule

Applies only to non-government entities:

- Confirmation of property management/construction experience
- Company ownership documents
- Project management schedule
- Identification of operational and capital funding
- Identification of program and other supports
- Confirmation that the land is secured, zoned, has municipal approvals and cost estimates
- Environmental site assessment and copy of any registered encumbrances

Click [here](#) to view a copy of the Applicant Guide

PRIORITIZATION CRITERIA

Projects will be prioritized based on criteria. Examples of which include:

People or populations who are vulnerable

- Homeless, or at risk of homelessness
- Women/women and children/ women fleeing violence
- Seniors, veterans or young adults
- Black Canadians
- Those with physical and developmental disabilities
- Those dealing with mental health and addiction
- Indigenous peoples
- Newcomers
- LGBTQ2+
- Racialized groups

Land status

- Land that is either owned in fee simple or leasehold interest where the lease term is greater than 20 years or land that is under an agreement of purchase and sale

Click [here](#) to view the full list of criteria

Please click [here](#) for more information and to apply



TABLE OF CONTENTS

APPLICATION FOR PROJECTS STREAM3

 BEFORE APPLYING3

 ABOUT THE APPLICATION FOR PROJECTS STREAM3

 BEFORE SUBMITTING YOUR APPLICATION4

HOW TO COMPLETE THE RAPID HOUSING INITIATIVE APPLICATION FORM4

 REVIEW YOUR CONTACT INFORMATION.....4

 NEW TO THE CMHC PORTAL.....4

 RETURNING TO THE CMHC PORTAL4

 SELECT THE PROGRAM AND PROVIDE PROPONENT INFORMATION5

PROJECT DETAILS.....5

 GENERAL DETAILS5

 BUDGET (PROJECT COSTS)6

 ADD BUILDING(S)6

 FUNDING SOURCES6

 FUNDING REQUESTED FROM CMHC:6

 ADD DOCUMENTS7

 SUBMIT YOUR APPLICATION8

APPENDIX A8

Use of Information & Disclaimer: Information contained in this *Applicants' Guide* is proprietary information to CMHC. It is made available and shall be used for the sole purpose of providing applicants with sufficient information to prepare responses to the Rapid Housing Initiative application process. You shall not make any other use of the information contained in this Guide

APPLICATION FOR PROJECTS STREAM

BEFORE APPLYING

Before you begin your application, please review the [RHI Highlight Sheet](#) and the [Documentation Requirements List](#), and contact one of our [CMHC Specialists](#). It is important that you first speak with one of them as they will help you understand the program, clarify all the requirements and assist you with the rest of the application process.

ABOUT THE APPLICATION FOR PROJECTS STREAM

- This guide will help you complete the online application process for the Rapid Housing Initiative. It provides an overview of the questions and answers as a reference when completing an application.
- You must submit your application to the Rapid Housing Initiative through the secure online application portal. For applicants with limited access to broadband internet, and/or other barriers, an application can be provided and submitted using alternative means. Please discuss your situation with the [CMHC Specialist](#) who has supported you before beginning your application.

CMHC is committed to protecting the private information of applicants. The information entered into the portal is retained in a secure database.

On the application portal, your progress is visible at the top of each page. Please note:

- All fields marked with an asterisk (*) are required fields. All required fields on each page must be populated with accurate information before moving to the next set of questions.
- Moving forward through the application saves the information automatically. Partially completed pages – those that are missing required fields – will not save.
- Use the links at the bottom of each page to navigate through the application, including moving between the different sections.
- The application portal will time-out after 30 minutes of inactivity and the information on this page will not be saved.

BEFORE SUBMITTING YOUR APPLICATION

For Non-Government entities: please review the [RHI Documentation Requirements](#) with your CMHC Specialist to determine the requirements that apply to you.

For Government entities: you must submit a filled out [application worksheet](#) and a copy of your Development and Construction Project Management Schedule with milestones.

Documentation will be required at application. Information about how to attach documents/files is located at the end of this guide.

You are required to ensure your application is complete and accurate in order to provide CMHC with the information required to assess and expedite your application. Applications that are not completed will be withdrawn from consideration. **Your [CMHC Specialist](#) is there to assist you with your application.**

HOW TO COMPLETE THE RAPID HOUSING INITIATIVE APPLICATION FORM

Review your contact information

New to the CMHC portal?

If you have not used the portal before, on the portal login page, select “Don’t have an account? Sign up now”. Enter your email address and press, “send notification code”. An email will be sent to your email address with the code; enter this code in the field for the verification code and press “Verify Code”.

The same account is used to apply to other CMHC programs/initiatives. Your contact and profile information are saved in a secure database. Your personal and organization information is saved under “My Profile” and “Organization Profile”, which you can access at any time.

In the next section, you will be asked to provide contact information about you, your organization and the project proponent.

Returning to the CMHC Portal?

Ensure your profile information is still correct. The person listed in the profile information is the primary contact on the application. The Profile section is your personal information as the person completing the application.

Please ensure that all required fields are accurate for CMHC to contact you about your application if necessary. Note: If the street name is numerical (e.g. 51st), you must enter it as “51st”. The system will not accept numbers only (e.g. 51).

Select the program and provide proponent information

Question:	Display Field Required Information:
Program you're applying for	Rapid Housing Initiative will appear by default
Is your organization the Proponent organization on this application?	Select Yes or No. If No, additional fields to complete will appear. You will have to provide complete information on the Proponent organization and the Proponent address.
Are you the Proponent contact for this application?	Select Yes or No. If No, additional fields to complete will appear. You will have to provide the contact information for an individual who can speak on behalf of the Proponent organization.

Once you are ready to proceed, **you must agree to the Terms and Conditions of the application**. To view the Terms and Conditions, click on "Terms and Conditions" to open the document in a new window.

PROJECT DETAILS

General details

Question:	Display Field Required Information:
Project Name	Provide the name of your project. If your project does not have a unique name, you may enter the project address, e.g. "100 Main Street" or "100 51 st Street".
Expected Project Start Date	Select a date from the calendar function
Expected Project Completion Date	Select a date from the calendar function. For applications consisting of multiple projects, you may enter the project specific information in the "Building" section.
Additional Information	<p>This section contains multiple questions to determine the eligibility of your project. The questions are related to land, modular project, affordability, operating subsidy, funding needed, units, etc.</p> <p>To complete this section, you must click on each of the questions on the Application Portal. You will see a pop-up window, in which you must select your answer. Click on <i>save and go to next question</i>.</p>
Add targeted vulnerable population	Click on Add a priority group and select the one your project will target for tenancy. Enter the total number of units when the units are self-contained, otherwise, enter the number of beds for each targeted priority group.

Budget (Project Costs)

In this section you will add information about the total project costs broken down by land/ acquisition costs, hard and soft costs, contingencies and other costs. For other costs, identify the nature of the other costs in the description box. For applications involving multiple projects, enter the project specific information under the "Building" section.

Add Building(s)

In this section of the application, you will provide information on your building(s) such as name, expected start date and completion date, type, purpose, number of units and beds, location, residential and non-residential space, etc. For some of these questions, a drop-down menu will appear.

To begin, click "Add Building". If you have multiple buildings in your project, you will be required to complete this section for each building. If you decide at any time to end the process of adding a building to your project application, you may click "Cancel and Return to Building list" to exit the Building Details section.

If you have multiple buildings in your project: Select "Save and Add Another Building". Repeat this step for each additional building in your application. If you have only one building in the project: Select "Done with Adding Buildings". You will see your buildings listed at the top of the screen.

To make edits or deletions, select the drop-down arrow at the right side of the building field and choose edit or delete. To edit, you will be returned to the project information where you can make changes and save. To delete, you will be prompted to confirm deleting the record; select "delete" to remove the record from the application or select "cancel" to return to your building list.

Funding Sources

In this section, please **indicate each source of capital funding ("collaborator")**, how much cash equity or grants/contributions and/or waivers (e.g. development fees) this source is investing into the project costs in addition to the funding being sought from the RHI. The total amount of all funding sources should equal the amount you have indicated in the Budget (Project Costs) section.

Funding requested from CMHC:

Question:	Display Field Required Information:
Collaborator Organization Name	Enter CMHC
Capital funding amount expected	Indicate the total funding amount you are requesting from CMHC for your project.
Collaborator Type	Select CMHC

Click on ***Save and Add another Funding Source/Collaborator*** to add your information on **Other Funding Sources**.

Question:	Display Field Required Information:
Collaborator Organization Name	Enter your organization name
Capital funding amount expected	Indicate the cash equity the source is providing to the project
Collaborator Type	Select the appropriate type

You have now completed the required Funding Sources information. Click on “Done with adding Funding Sources/Collaborators”. You may now continue to the next step in the application process.

Add Documents

To attach files to the application, click on “Browse” and select the files from your computer. Click “Upload Files” to attach the files to the application. Once successfully attached, your files will be listed under “My Documents” on the Attachments page.

The attachments must be in one of the following formats: PDF, DOC, DOCX, PPT,

PPTX, TXT, JPG, JPEG, PNG, XLS, XLSX. You may attach as many files as you want to your application.

Each file should be no more than 10MB.

Naming your files clearly will help our specialists review your application more quickly.

You may include any other documentation that provides details of your project and/or supports your application. It is the responsibility of the applicant to ensure that all information provided is complete and accurate.

Submit your Application

As previously mentioned, **you must speak with a CMHC Specialist prior to beginning and submitting your application** to make sure your project meets the eligibility criteria and is ready for to be submitted. Also review the RHI Documentation Requirements List to make sure you didn't forget anything.

If you have completed your application and have attached all the required documents, you are ready to submit. You can also choose to review and print your application, or you can submit it later if you are not ready. When ready, click on “Submit my application” to send your application to CMHC.

APPENDIX A – PROJECTS STREAM PRIORITIZATION SCORING GRID

Proponents submitting applications under the Projects Stream will be allocated scores based on the answers they provide to questions related to certain Prioritization Criteria. Included below is a breakdown of how scoring will be allocated.

In addition to the scores below, up to 20 points will be allocated based on the level of need in the market where the project is located. CMHC will determine this score using market data which measures the severity of housing need in each market. Housing need is determined based on the total population in severe core housing need in Canada as a percentage of that population located per Census Metropolitan Area/Census Area.

- **Duration of confirmed operating subsidy (25 points)**
 - Operation subsidy not yet confirmed (0 point)
 - Confirmed up to 5 years (5 points)
 - Confirmed >5 years but ≤10 years (10 points)
 - Confirmed >10 years but <20 years (15 points)
 - Confirmed for full 20-year affordability period (25 points)
- **Cost sharing (equity/grants or waivers only*) (20 points)**
 - RHI Funding requested for 100% of costs (0 points)
 - RHI Funding requested for 81% to 90% of costs (5 points)
 - RHI Funding requested for 71% to 80% of costs (10 points)
 - RHI Funding requested for 60% to 70% of costs (15 points)
 - RHI Funding requested for less than 60% of costs (20 points)

***Note:** Due to the expedient nature of the RHI, proponents will not earn additional points if they indicate an intention to seek out construction financing from a lender. The timelines involved in obtaining loan approvals, negotiating and executing agreements and registering security would materially hinder a proponent's ability to deliver new housing units within a 12-month timeframe.

- **Expediency (20 points):**
 - **A) Achieving project occupancy* (10 points)**
 - Project occupancy within 12 months (0 points)
 - Project occupancy within 6 months (5 points)
 - Project occupancy within 3 months (10 points)

***Note:** Particularly in the case of an acquisition and conversion it may be possible to temporarily house people or populations who are vulnerable before the construction is completed. The RHI will allocate points on the basis that proponents are providing shelter to these individuals/households who may not have other options, particularly given the arrival of colder weather and evidence of the arrival of a second wave of COVID-19 in certain parts of the country.

- **B) Of project completion* (10 points)**
 - project completed within 12 months (0 points)
 - project completed within 9 months (5 points)
 - project completed within 6 months (10 points)

***Note:** Project completion is achieved when the modular construction /conversion/rehabilitation is substantially completed and occupancy permits have been issued.

- **Land status: (10 points)**
 - Land is not yet owned/no agreement of purchase and sale and no executed lease in place (or current lease is not for min 20-year duration) (0 points)
 - Land has an agreement of purchase and sale with a closing date that does not interfere with ability to deliver units within 12 months (imminent or close thereto) (5 points)
 - Land is already owned in fee simple/leasehold interest (must be minimum 20-year lease) (10 points)
- **Duration of affordability (10 points)**
 - 20 years (0 points)
 - > 21 up to 30 years (5 points)
 - >31+ years (10 points)
- **Confirmation of people and populations who are vulnerable served – Projects are primarily targeting any one of these 3 categories (provides a total of 10 points)**
 - Specifically targeting Black Canadians
 - Specifically targeting Women and Children
 - Specifically targeting Indigenous People

- **Energy Efficiency (5 points)**

These points are available only for proponents seeking to develop Modular units. To earn additional points, the project will be required to exceed the energy efficiency standards as set out in the 2015 National Energy Code for Buildings (NECB) or local/regional standard whichever is higher

- By 5% (2 points)
- By 10% (3 points)
- By 15% (4 points)
- By 20%+ (5 points)

- **Accessibility (5 points)**

These points are available only for proponents seeking to develop Modular units. To earn additional points, the project will be required to exceed the local accessibility requirements in their jurisdiction (by a percentage of additional accessible units).

- By 5% (2 points)
- By 10% (3 points)
- By 15% (4 points)
- By 20%+ (5 points)

Total: 125 points (115 for conversions/rehabilitations)

20200715-005





REPORT TO COMMITTEE

To: Chair Ryan and Members of the Community Services/Dufferin Oaks/Museum Committee

From: Anna McGregor, Director of Community Services

Meeting Date: November 26, 2020

Subject: **EarlyON Service Review Update 3**

In Support of Strategic Plan Priorities and Objectives:

Good Governance – ensure transparency, clear communication, prudent financial management

Inclusive & Supportive Community – support efforts to address current and future needs for a livable community

Purpose

This purpose of this report is to share with Council the ongoing changes to Service Delivery and budget implications within the EarlyON service, as a result of the ongoing COVID-19 pandemic.

Background & Discussion

The County is the designated Consolidated Municipal Service Manager (CMSM) for the delivery of Child Care and Early Years. Municipal funding and funding from the Ministry of Education (EDU) support the County's mandated responsibility as the Service Manager for child care and early years, to provide child care fee subsidy, special needs resourcing (i-CAN), general operating grants and early learning. This report will focus on early learning. (Child Care services were reviewed last year.)

The priority has been and continues to be to meet the needs of the children and families in Dufferin County by providing the best resources available during the COVID crisis and beyond, while ensuring the County continues to provide mandatory core services, including:

- supporting early learning and development
- engaging parents and caregivers
- making connections for families

The COVID pandemic created the opportunity to reflect and explore the County's service delivery methods and how those impact the amount of municipal contribution and County budget. The EarlyON Centres were still mandated to provide services despite the recent Provincial Emergency Order. As such, a virtual programming model was developed. Despite the EarlyON service, not being part of the County's overall large-scale Service Review, staff have been conducting their own review and providing updates to Council. This is the third update.

Staffing

For the overall EarlyON service, the full staffing complement had remained at seventeen (17); twelve (12) front facing and five (5) behind the scenes. For further details see report CC 2020-08-13 EarlyON Service Delivery Review Update and report CC 2020-09-10 EarlyON Service Delivery Review Update 2. One member of staff recently resigned. As a result, the staffing complement is now sixteen (16).

Five (5) staff are now operating a new model of service delivery and a total of eleven (11) members of staff remain on re-deployment or are currently on the Infectious Disease Emergency Leave (IDEL). Of note, at this time the IDEL is due to end on January 2, 2021. It is anticipated that staff who are currently on IDEL will be placed on temporary lay-off following the end of their IDEL.

As work continues to develop services, with a mix of virtual and in-person programming, one (1) more member of staff will be recalled from leave. There will be ten (10) members of staff who are either re-deployed or on IDEL, as the service moves into the new year. Six (6) staff will provide services in line with, the ever changing, public health requirements.

Funding

Municipal funding and funding from the Ministry of Education (EDU) support the County's mandated responsibility as the Service Manager for the County of Dufferin's delivery of early learning services.

This service does not have a cost sharing responsibility, i.e. the municipality is not required to match any of the provincial funding, unlike funding for Child Care. The municipality has voluntarily contributed an average of \$490,000 per year, to the EarlyON service, over the last five years.

The 2020 budget has a voluntary municipal contribution of \$467,000 and \$504,000 in 2021. If staffing was held to the level at which provincial funding was maximized with minimal municipal contribution, i.e. six (6) staff, as previously noted, the savings would reduce the County cost to nearly zero. This could help fund the cost sharing requirement in the Child Care side, i.e. not a withdrawal of funding but redirecting it to where it is needed most. For example, to help address some of the Child Care Subsidy Wait List.

Financial, Staffing, Legal, or IT Considerations

The County as a municipality is experiencing increasing demand and decreasing funding, irrespective of COVID-19. This does impact the municipality's contribution, which ultimately comes from the tax levy. The change in service delivery has resulted in a more modern and responsive service delivery model, while reducing the municipal financial burden. Holding the staffing compliment at six (6) will make full use of the provincial funding and will reduce the municipal contribution to nearly zero.

The results from the ongoing review of the EarlyON service with associated budget and staffing considerations will be shared with Council in the New Year.

Recommendation

THAT the report of the Director, Community Services, titled EarlyON Service Delivery Review Update 3, dated November 26, 2020, be received.

Respectfully Submitted By:

Anna McGregor
Director, Community Services



REPORT TO COMMITTEE

To: Chair Ryan and Members of the Community Services/Dufferin Oaks/Museum Committee

From: Brenda Wagner, Administrator

Meeting Date: November 26, 2020

Subject: One Time Funding – Infection Prevention and Control

In Support of Strategic Plan Priorities and Objectives:

Good Governance – ensure transparency, clear communication, prudent financial management

Inclusive & Supportive Community – support efforts to address current & future needs for a livable community

Purpose

The purpose of this report is to inform committee members of a recent one time funding announcement.

Background & Discussion

On November 17, 2020, Dufferin Oaks received notice that we had been approved to receive one time funding of \$62,957 effective April 1, 2020. This one time funding consists of \$42,287 to support hiring of infection prevention and control (IPAC) personnel and \$20,670 for training to support staff in enhancing their understanding of, and skills related to IPAC practices and protocols.

The need for specific and dedicated IPAC resources was noted as a key consideration in the Interim Long Term Care Commission Report and supports for these were also specifically identified in the recent Provincial Budget. As noted in the funding letter, the bulk of the funding is targeted towards the hiring of Infection Prevention and Control personnel. For Dufferin Oaks, it is recommended that funding be used to create an

additional manager position in the nursing department with the primary duty of the Infection Control and Prevention (IPAC) program.

In 2020, Dufferin Oaks experienced 2 COVID 19 outbreaks which highlighted the need for a robust IPAC plan and the resources to ensure ongoing monitoring. As part of the province's plan to ensure Long Term Care homes are prepared for the second surge of the pandemic, ongoing auditing has occurred at Dufferin Oaks in partnership with WDGPH, Central Health and the Ministry of Labour. The key focus of all these external audits has been in-depth reviews of the Infection Control program. By implementing this position, Dufferin Oaks would be adhering to the best practice of having a dedicated IPAC lead in the home and enhancing support to the Nursing Department. This additional position would also ensure the existing Assistant Director of Care position is able to focus on Occupational Health and Safety as well as Staff Development. By adding an additional manager in the nursing department, it also provides additional support to the largest department which currently employs 165 staff members.

Financial, Staffing, Legal, or IT Considerations

The Assistant Director of Care position is currently placed in wage grid 11 which has a compensation range of \$121,192.00 to \$141,783.00, inclusive of benefits. There would be additional work equipment required including office furniture, computer and software licenses. By applying the One Time Funding received, this would allow us to phase this position in to the 2021 budget year.

Recommendation

THAT the report of the Administrator, dated November 26, 2020, with regards to the One Time Funding be received;

AND THAT the creation of an additional Assistant Director of Care position be approved.

Respectfully Submitted By:

Brenda Wagner
Administrator

Attachment: 2020/2021 One Time Funding – Amendment to the Long Term Care Home Service Accountability Agreement for Infection Prevention and Control Personnel and Training

November 17, 2020

199 County Court Blvd.
Brampton, ON
L6W 4P3
Tel: 905-796-0040
Toll Free: 1-888-733-1177
www.centralwestlhinc.on.ca

199, boul. County Court
Brampton, ON
L6W 4P3
Téléphone : 905-796-0040
Sans frais : 1-888-733-1177
www.rlisscentre-ouest.on.ca

Electronic Delivery Only

Ms. Brenda Wagner
Administrator
Dufferin Oaks
c/o Corporation of the County of Dufferin
55 Zina Street
Orangeville, ON
L9W 1E5

Dear Ms. Wagner:

Re: 2020/21 One Time Funding–Amendment to the Long-Term Care Home Service Accountability Agreement for Infection Prevention and Control Personnel and Training

The Central West Local Health Integration Network (the “LHIN”) is pleased to advise that Corporation of the County of Dufferin operating as Dufferin Oaks (the “Home”) has been approved to receive one time funding of \$62,957 effective April 1, 2020. This one time funding consists of \$42,287 to support hiring of infection prevention and control (IPAC) personnel and \$20,670 for training to support staff in enhancing their understanding of, and skills related to IPAC practices and protocols.

Details of the funding and terms and conditions on which it will be provided are set out in Appendix A.

In accordance with the *Local Health System Integration Act, 2006* the LHIN hereby gives notice that, subject to the Home’s agreement, it proposes to amend the Long-Term Care Home Service Accountability Agreement (the “LSAA”) between the Home and the LHIN with effect as of the date of this letter. To the extent that there are any conflicts between what is in the LSAA and what has been added to the LSAA by this letter, this letter including the terms and conditions will govern in respect of the funding. All other terms and conditions in the LSAA will remain the same. Any funds that have not met the conditions at year-end or any unspent funds are subject to recovery. The Home is also required to maintain financial records for this allocation for year-end audit and evaluation by the LHIN, if requested.

Please indicate the Home’s acceptance of the proposed funding, the conditions in which it is provided, and the Home’s agreement to the amendment of the LSAA by signing below and returning one scanned copy of this letter to the LHIN via email to cwdocuments@lhins.on.ca within one week of receipt of this letter.

Should you have any questions regarding the information provided in this letter, please contact Ivan Todorov, Manager, Funding and Allocation at Ivan.Todorov@lhins.on.ca

The government remains committed to fiscal responsibility therefore it is critical that you continue to manage costs within your approved budget.

Thank you for your dedication and commitment to health care and the important service your organization provides to the residents of the Central West LHIN.

Sincerely,



Brock Hovey
VP, Corporate Services, Accountability & Quality (Central West LHIN)
Interim CFO & Vice President Finance, Performance & Corporate Services
(Mississauga Halton LHIN)

Enclosed: Appendix A

c: Donna Cripps, Interim CEO, Central, Central West, Mississauga Halton & North Simcoe
Muskoka LHINs, Transitional Regional Lead, Ontario Health (Central)

**Re: 2020/21 One Time Funding–Amendment to the Long-Term Care Home Service
Accountability Agreement for Infection Prevention and Control Personnel and
Training for \$62,957**

AGREED TO AND ACCEPTED BY:

Corporation of the County of Dufferin o/a Dufferin Oaks

By:

Darren White, Warden
I have the authority to bind Dufferin Oaks

Date: _____

And By:

Pam Hillock, County Clerk
I have the authority to bind Dufferin Oaks

Date: _____

Appendix A

1. **Long-Term Care Home:** Corporation of the County of Dufferin, operating as Dufferin Oaks (the “Home”)
2. **Initiative:** Infection Prevention and Control (IPAC) Personnel and Training
3. **Terms and Conditions of Funding:**

3.1 Funding: 2020/21 One Time

<i>Description</i>	<i>IPAC Staffing</i>	<i>IPAC Training</i>	<i>Total</i>
Infection Prevention and Control Personnel and Training	\$42,287	\$20,670	\$62,957

3.2 Terms and Conditions of Funding

The Home acknowledges and agrees that:

- (i) The funding is provided pursuant to the terms and conditions of the Long-Term Care Home Service Accountability Agreement (the “LSAA”). To the extent that there are any conflicts between what is in the LSAA and is added to the LSAA by this letter, the terms and conditions in this letter, including Appendix A, will govern. All other terms and conditions in the LSAA will remain the same;
- (ii) It will use the funding for the specific purpose of supporting the delivery of this initiative. Funding will not be diverted for any other purpose, including to fund increases in employee compensation;
- (iii) It will maintain financial records for the funding;
- (iv) Funding not spent by March 31 of each funding year and funding used for purposes not authorized by these terms and conditions are subject to recovery by the LHIN;
- (v) The LHIN reserves the right to reallocate funding to other agencies to achieve the most effective use of the funding in meeting the LHIN's priorities;
- (vi) Funding will be subject to recovery if performance deliverables are not achieved; and
- (vii) Reporting of Funding & Activity:
 - a. Maintain records on the use of the funding and the achievement of the deliverables;
 - b. Provide records upon request to the LHIN to demonstrate compliance; and
 - c. Track and report on such other performance metrics as may be required by the LHIN.

3.3 Funding Approach

Funding will be effective from April 1, 2020, with funding being allocated based on the number of long-term care (LTC) beds they support. Funding consists of two allocations, one to support hiring of Infection Prevention and Control (IPAC) staff, and a second to support IPAC training for new and existing staff to enhance their understanding of, and skills related to IPAC practices and protocols. IPAC Staffing has a minimum value of \$10,000.

3.4 Expenditure Criteria for IPAC and Training:

Responsibilities for the new IPAC personnel must include:

- Sharing and disseminating IPAC knowledge and expertise with home staff.
- Integrating surveillance (and/or testing) findings into formal plans for IPAC in the LTC home.
- Developing and implementing IPAC policies and procedures based on currently accepted best practices and legislative and/or program requirements.
- Providing knowledge and advice regarding the value and role of the IPAC function.
- Supporting residents/families, administration, committees/communities of practice in IPAC practices and knowledge.
- Participating in development/review of occupational health policies and procedures related to IPAC.
- Developing and reviewing the effectiveness of the IPAC program in the LTC home.
- Communicating and providing resources and other supports needed to ensure appropriate practices are followed.
- Participating in local IPAC Community of Practice and/or IPAC Hub.

Infection prevention and control training and education must focus on:

- Basic, intermediate and advanced principles and practices in IPAC;
- Outbreak prevention and management;
- Appropriate use of personal protective equipment;
- Respiratory hygiene; and
- Hand hygiene.

The Home has the following options for spending the funds:

- Hire a dedicated person
- Assign a person to focus on IPAC work and use funds to pay for that dedicated time
- Pool funding and share IPAC personnel with other Long-Term Care Homes
- Purchase this expertise from the local IPAC hub.



Electronic Participation
The Corporation of the Town of Orangeville
Chair and Secretary participated remotely

**Minutes of a meeting of the Joint Accessibility Advisory Committee
Held on September 1, 2020 at 10:30 a.m.**

Please note all members participated electronically

Members Present

Councillor Lisa Post
Diva Anderson (arrived 10:55 a.m.)
Larry Barnett
Simran Bhamu
Peggy Bond (regrets)
Paul Charbonneau
Mike Gravelle (absent)
James Jackson (absent)
Larry Rankin (regrets)
Trevor Lewis
Alethia O'Hara-Stephenson
Kat Anderson

Staff Present

S. Doherty, Manager, Rec/Events
T. Macdonald, Assistant Clerk

1 Notice

None.

2 Call to Order

The Chair called the meeting to order at 10:44 a.m.

3 Introduction of New Members

The Chair welcomed new members Trevor Lewis, Alethia O'Hara-Stephenson and Kat Anderson to the committee and all committee members made introductory remarks.

4 Disclosures of (Direct or Indirect) Pecuniary Interest

None.

5 Adoption of Minutes of Previous Council Meeting

Recommendation 2020-011

Moved by Larry Barnett

That the minutes of the following meeting is hereby approved:

March 3, 2020

Carried.

6 Presentations

None

7 Reports and Items for Discussion

7.1 Abilities Fair

This matter is to be added to a spring meeting of the committee.

7.2 Accessibility Pamphlet

Sharon Doherty advised that a new pamphlet is required and that Communications will craft a post card style document, a draft of which will be provided at the November meeting with a recommendation that printing remain on hold until 2021.

7.3 Accessibility Plan

Sharon Doherty indicated that the Accessibility Report was submitted and there has not yet been any feedback received. Accessibility Plan needs to be updated and the expired plan will be shared with the committee.

Sharon Doherty also discussed the content of the Accessibility Page on the new Town of Orangeville website which will be live on September 10, 2020. The contents of the new web page will be shared with the committee.

7.4 Tip of the Month

Larry Rankin provided two tips prior to the meeting for the committee members to consider:

Isolation that is caused by the pandemic can adversely affect one's mental state. Please visit cmhapeeldufferin.ca if you are struggling with mental health issues.

A disability often can be marginalized if you can recognize a disabled person for what they can accomplish instead of fixating on their limitations.

Recommendation 2020-012

Moved by Larry Barnett

That the tip of the month for September will be isolation that is caused by the pandemic can adversely affect one's mental state. Please visit cmhapeeldufferin.ca if you are struggling with mental health issues;

And that the tip of the month for October will be disability often can be marginalized if you can recognize a disabled person for what they can accomplish instead of fixating on their limitations.

Carried.

7.5 Work Plan Update

None.

7.6 Committee Meeting Schedule

The committee meeting schedule was discussed and the next meeting will take place on Tuesday, October 6, 2020 at 3:30 p.m.

The following committee members would like to participate via video at future meetings that are electronic: Simran Bhamu, Kat Anderson, Alethia O'Hara-Stephenson, Trevor Lewis, Paul Charbonneau, James Jackson, Councillor Post. Larry Barnet and Diva Anderson would like to participate via telephone.

The committee discussed how to better facilitate participation for all members.

8 Correspondence

Nolan Bentley provided correspondence to the committee regarding accessibility ramps. Simran Bhamu provided an overview of the committee's previous discussion on this matter.

Recommendation 2020-013

Moved by Larry Barnet

That Sharon Doherty obtain a legal opinion on liability surrounding accessibility ramps and by-law.

Carried.

Recommendation 2020-014

Moved by Paul Charbonneau

That the correspondence from Nolan Bentley be received.

Carried.

9 New Business

Larry Barnett commented on the new construction at Metro and Shoppers Drug Mart. Mr. Barnett expressed concern that the existing accessible parking at Shoppers Drug Mart is a greater distance from the new door and would like Town staff to investigate. Tracy Macdonald will ask that Brandon Ward, Manager, Planning investigate the matter and report back.

Alethia O'Hara-Stephenson advised that she has been contacted by an individual with parking spaces in Shelburne not being wide enough to allow for wheelchair parking and will obtain more information relating to specific locations.

Alethia O'Hara-Stephenson also inquired about the availability of sign language and Sharon Doherty outlined some difficulties she has encountered with obtaining interpreters but that if this service is required efforts would be made to ensure it was available.

Simran Bhamu advised that very few business listings indicate that the business is accessible even though they may be. Councillor Post will follow up with Economic Development relating to this matter.

10 Date of Next Meeting

The next meeting will be held on October 6, 2020 at 3:30 p.m.

11 Adjournment

The meeting adjourned at 11:34 a.m.

Michelle Hargrave

From: Clerk
Sent: Friday, October 30, 2020 1:31 PM
To: Michelle Hargrave
Subject: FW: Municipal Delegations at ROMA 2021 Conference

Committee pending

Michelle Dunne|Deputy Clerk| Corporate Services

County of Dufferin|Phone: 519-941-2816 Ext. 2504| mdunne@dufferincounty.ca |55 Zina Street,
Orangeville, ON L9W 1E5

From: Delegations (MMAH) <Delegations@ontario.ca>
Sent: Friday, October 30, 2020 1:00 PM
To: Delegations (MMAH) <Delegations@ontario.ca>
Subject: Municipal Delegations at ROMA 2021 Conference

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the contents to be safe.

Hello/ Bonjour,

Please be advised that the Municipal Delegation Request Form for the Rural Ontario Municipal Association 2021 Annual Conference is available online. Information about delegations and a link to the form are available here: [English](#). The deadline to submit requests is **Monday November 30, 2020**.

Le formulaire pour demander une rencontre avec le ministères pour le Congrès annuel de la ROMA (Rural Ontario Municipal Association) 2021 est disponible en ligne. Pour plus d'information sur les délégations et le formulaire, veuillez suivre le lien suivant : [français](#). Date limite pour présenter une demande: **lundi 30 novembre 2020**.

Thank you/ Merci