



City of Hamilton
EMERGENCY & COMMUNITY SERVICES COMMITTEE
AGENDA

Meeting #: 23-002
Date: February 16, 2023
Time: 1:30 p.m.
Location: Council Chambers
Hamilton City Hall
71 Main Street West

Loren Kolar, Legislative Coordinator (905) 546-2424 ext. 2604

1. **CEREMONIAL ACTIVITIES**
2. **APPROVAL OF AGENDA**
(Added Items, if applicable, will be noted with *)
3. **DECLARATIONS OF INTEREST**
4. **APPROVAL OF MINUTES OF PREVIOUS MEETING**
 - 4.1 January 19, 2023
5. **COMMUNICATIONS**
6. **DELEGATION REQUESTS**
 - 6.1 Joanne Santucci, Hamilton Food Share, respecting the Status of Hamilton's Emergency Food System (for a future meeting)
 - 6.2 Ingrid Waisgluss, respecting Recreational Facilities (for a future meeting)
7. **DELEGATIONS**

- 7.1 Dr. Sally Palmer, Hamilton Social Work Action Committee respecting the Impacts of the 2022 Nutritious Food Basket and Social Assistance Rates

(approved at the January 19, 2023 meeting)

- 7.2 Kevin Gonci, Golden Horseshoe Track & Field Council, respecting the 2023 ParticipACTION Community Challenge

(approved at the January 19, 2023 meeting)

8. STAFF PRESENTATIONS

9. CONSENT ITEMS

- 9.1 Urban Indigenous Strategy and Indigenous Relations Updates (HSC21001(a))

- 9.2 Canada-Wide Early Learning and Child Care Update (HSC22035(a)) (City-Wide)

- 9.3 Ontario Works and the Impacts of Provincial Social Assistance Reform (HSC23010) (City Wide)

- 9.4 Update on Health Partnerships to Pursue Increase to Permanent Supportive Housing Options (HSC23013) (City Wide)

- 9.5 Advisory Committee Minutes

a. Seniors Advisory Committee - September 9, 2022

b. Seniors Advisory Committee - December 2, 2022

c. Hamilton Veterans Committee - September 27, 2022

d. Hamilton Veterans Committee - October 25, 2022

e. LGBTQ Advisory Committee - July 19, 2022

f. LGBTQ Advisory Committee - November 22, 2022

g. LGBTQ Advisory Committee Meeting Notes - December 20, 2022

10. DISCUSSION ITEMS

- 10.1 Hamilton Alliance for Tiny Shelters Proposal (HSC22015(a))(City Wide)

(Deferred from the January 19, 2023 meeting)

- 10.2 Income and Asset Limits for Rent Geared to Income Assistance (HSC23004) (City Wide)
- 10.3 Updates to the Emergency Plan (HSC22001(a)) (City Wide)
- 10.4 Citizen Committee Report from the LGBTQ Advisory Committee entitled, In Response to the passing of Redeemer University LGBTQIA+ student Bekett Noble

11. MOTIONS

12. NOTICES OF MOTION

13. GENERAL INFORMATION / OTHER BUSINESS

13.1 Amendments to the Outstanding Business List

a. Items to be Removed

- a. 19-E: Allocation Policy for Sport Fields, Diamonds and Arenas
E&CS 19-002, Item 2
Addressed in Reviews conducted up to April 1, 2020, as per recommendations
- b. 20-F: 2020 Arena Opening Plan
E&CS 20-010, Item 3
Addressed issue with a report to the 2021 Operating Budget
- c. 20-H: Homelessness in Hamilton
E&CS 20-010 Item (f)(iii)
Addressed at ECS 21-013, December 9, 2021 in Item 8.2, Report HSC20020(d)
- d. 21-L: National Childcare Strategy – Investigating the Potential for Direct Municipal Agreement with the Federal Government
ECS 21-012, Item 1
Addressed in ECS 22-009, June 2, 2022, Item 10.1, Report HSC22035

- e. 17-A: Progress of the Implementation of Our Future Hamilton (CM15001(b))/(CES15010(b))

(d) Staff report to GIC annually on the progress made by community stakeholders & the City in implementing Our Future Hamilton 2018

Moved to GIC Outstanding Business List as a reminder to have staff report annually

- b. Item with New Due Date or Status Update

14. PRIVATE AND CONFIDENTIAL

15. ADJOURNMENT



EMERGENCY & COMMUNITY SERVICES COMMITTEE MINUTES 23-001

1:30 p.m.

Thursday, January 18, 2023

Council Chambers

Hamilton City Hall

71 Main Street West

Present: Councillors B. Clark (Chair), C. Kroetsch, T. Hwang, T. Jackson, A. Wilson and M. Wilson

Regrets: Councillor N. Nann – Personal

THE FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR CONSIDERATION:

1. Red Hill Family Centre Annual Licensing Inspection (HSC23001) (Ward 5) (Item 9.1)

(Hwang/Jackson)

That Report HSC23001, respecting the Red Hill Family Centre Annual Licensing Inspection, be received.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES	-	Clark, Brad	Ward 9
YES	-	Hwang, Tammy	Ward 4
YES	-	Kroetsch, Cameron	Ward 2
YES	-	Jackson, Tom	Ward 6
ABSENT	-	Nann, Nrinder	Ward 3
YES	-	Wilson, Alex	Ward 13
YES	-	Wilson, Maureen	Ward 1

2. Fixing Long-Term Care Act, 2021 (FLTCA) and Ontario Regulation 246/22 (HSC23008) (Wards 7 and 13) (Item 9.2)

(Jackson/Hwang)

That Report HSC23008, respecting *Fixing Long-Term Care Act, 2021 (FLTCA)* and Ontario Regulation 246/22, be received.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES	- Clark, Brad	Ward 9
YES	- Hwang, Tammy	Ward 4
YES	- Kroetsch, Cameron	Ward 2
YES	- Jackson, Tom	Ward 6
ABSENT	- Nann, Nrinder	Ward 3
YES	- Wilson, Alex	Ward 13
YES	- Wilson, Maureen	Ward 1

3. 2023 Budget Submission LGBTQ Volunteer Advisory Committee (CM23001) (City Wide) (Item 11.1)

(Hwang/M. Wilson)

- (a) That the LGBTQ Advisory Committee 2023 base budget submission attached as Appendix "A" to Report CM23001 in the amount of \$4,050.00, be approved and referred to the 2023 budget process for consideration.
- (b) That, in addition to the base funding, a one-time budget allocation for 2023 of \$2,000, for training around anti-racism, anti-oppression, and other topics related to the committee's mandate, to be partially funded by the LGBTQ Advisory Committee reserve (\$1,300), be approved and referred to the 2023 budget process for consideration.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES	- Clark, Brad	Ward 9
YES	- Hwang, Tammy	Ward 4
YES	- Kroetsch, Cameron	Ward 2
YES	- Jackson, Tom	Ward 6
ABSENT	- Nann, Nrinder	Ward 3
YES	- Wilson, Alex	Ward 13
YES	- Wilson, Maureen	Ward 1

4. Standardization of Paramedic Emergency Service Vehicles (HSC23002) (City Wide) (Item 11.2)

(Jackson/Hwang)

- (a) That Demers Braun Crestline Ambulance Manufacturer Inc. (Demers) ambulance vehicles certified for use in the Province of Ontario be

designated a standardized Good for Hamilton Paramedic Service pursuant to City Procurement Policy, Section 4.14, Policy # 14 Standardization, with this designation to be reviewed no later than December 31, 2030;

- (b) That ambulance vehicle original equipment ambulance parts be obtained on a single source basis from Demers Braun Crestline Ambulance Manufacturer Inc or its authorized agents pursuant to City Procurement Policy 11 through to December 31, 2030;
- (c) That the Chief, Hamilton Paramedic Service, or designate, be authorized and directed to enter into and sign, on behalf of the City of Hamilton, any negotiated agreements and necessary associated documents with the Demers Braun Crestline Ambulance Manufacturer Inc., or its authorized agents with content acceptable to the City Solicitor for the purchase of ambulance vehicles and related original equipment and ambulance parts, subject to Procurement Policy, Section 4.2, Policy # 2 Approval Authority;
- (d) That the Chevrolet Tahoe Special Service Vehicle (SSV) and Ford Interceptor Special Service Vehicle (SSV) be designated a Standardized Good for Hamilton Paramedic Service pursuant to City Procurement Policy, Section 4.14, Policy # 14 Standardization, with this designation to be reviewed in 2030;
- (e) That all Hamilton Paramedic Service Emergency Vehicles Specializations, upfitting, associated specialized vehicle equipment repairs and parts be obtained on a single source basis from Rowland Emergency and Specialty Vehicles Inc. pursuant to City Procurement Policy # 11 through to December 31, 2030;
- (f) That the Hamilton Paramedic Service be authorized to utilize the Province of Ontario's enterprise-wide Vendor of Record (VOR) arrangements and volume licensing agreements available for vehicle purchasing along with accessing the Ontario Police Cooperative Purchasing Group negotiated pricing for Special Service Vehicles pursuant to City Procurement Policy # 12;
- (g) That the Chief, Hamilton Paramedic Service, or designate, be authorized and directed to enter into and sign, on behalf of the City of Hamilton, any negotiated agreements and necessary associated documents with Rowlands Emergency and Specialized Vehicles with content acceptable to the City Solicitor for the purchase of ambulance service emergency vehicle specializations, upfitting, associated specialized vehicle equipment repairs and parts, subject to Procurement Policy, Section 4.2, Policy # 2 Approval Authority;
- (h) That the Chief, Hamilton Paramedic Service, or designate, be authorized to amend any Contracts executed and any ancillary documents identified in (a) through (g) above as required if a supplier(s) identified in Report HSC23002 undergoes a name change.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES	- Clark, Brad	Ward 9
YES	- Hwang, Tammy	Ward 4
YES	- Kroetsch, Cameron	Ward 2
YES	- Jackson, Tom	Ward 6
ABSENT	- Nann, Nrinder	Ward 3
YES	- Wilson, Alex	Ward 13
YES	- Wilson, Maureen	Ward 1

5. Affordable Housing Funding Program (AHFP) (HSC23003) (City Wide) (Item 11.4)

(Kroetsch/A. Wilson)

- (a) That the Affordable Housing Funding Program (AHFP) attached as Appendix "A" to Report HSC23003 be adopted;
- (b) That Development Charge By-law No. 19-142 be amended to delete section 25(e) referring to affordable housing development charge exemption given the adoption of the Affordable Housing Funding Program, as set out in recommendation above;
- (c) That an annual budget of \$4 M to be funded from the net levy be referred to the 2023 Tax Operating Budget process for the primary purpose of funding the Affordable Housing Funding Program in accordance with the Program Guidelines outlined in Appendix "A" to Report HSC23003;
- (d) That subject to approval of Recommendations (a) and (b) above, the Affordable Housing Funding Program (AHFP) Reserve Fund Policy attached as Appendix "B" to Report HSC23003 be approved and the Reserve Fund be established subject to the terms outlined in the Policy and that unused funds for the current financial year be transferred to the Reserve;
- (e) That the General Manager of the Healthy and Safe Communities Department or their designate be authorized and directed to execute and administer the Affordable Housing Fund Program (AHFP) including entering into any or all agreements required to deliver the AHFP in a form satisfactory to the City Solicitor and content satisfactory to the General Manager of the Healthy and Safe Communities Department; and,
- (f) That the General Manager of the Healthy and Safe Communities Department or their designate be authorized to revise the Affordable Housing Fund Program (AHFP) Guidelines attached as Appendix "A" to Report HSC23003 as necessary to ensure efficient delivery of the Program; **and**

- (g) *That the General Manager of the Healthy and Safe Communities Division report to the 2023 Operating Budget on the sufficiency of the 4 M dollars of funding, in the context of need with recommended alternatives for consideration at that time.*

Result: **Main Motion as Amended**, CARRIED by a vote of 6 to 0, as follows:

YES	- Clark, Brad	Ward 9
YES	- Hwang, Tammy	Ward 4
YES	- Kroetsch, Cameron	Ward 2
YES	- Jackson, Tom	Ward 6
ABSENT	- Nann, Nrinder	Ward 3
YES	- Wilson, Alex	Ward 13
YES	- Wilson, Maureen	Ward 1

6. Hamilton Alliance for Tiny Shelters Site Options and Considerations (HSC22015(b)) (City Wide) (Item 11.6)

(A. Wilson/Kroetsch)

- (a) That staff be directed to review City-owned lands, including parks, based on the considerations identified in Appendix "A" to Report HSC22015(b), and identify a list of candidate properties for a Tiny Shelter development, and provide the candidate properties to HATS for their review and prioritization;
- (b) That staff report back to the Emergency and Community Services Committee (ECS) with respect to the top three most appropriate City-owned lands that generally address the considerations in Appendix "A" to Report HSC22015(b) and that have been identified as suitable by HATS;
- (c) That staff include in the report back the approach proposed by HATS for a HATS-led community engagement process with respect to any identified sites; and,
- (d) That should HATS identify any new privately-owned lands that have been not previously considered but are available for a Tiny Shelter development, that staff review them against the same considerations identified in Appendix "A" to Report HSC22015(b), and report back to the Emergency and Community Services Committee under the same process identified in (a), (b) and (c).

Result: **Motion CARRIED** by a vote of 6 to 0, as follows:

YES	- Clark, Brad	Ward 9
YES	- Hwang, Tammy	Ward 4
YES	- Kroetsch, Cameron	Ward 2
YES	- Jackson, Tom	Ward 6
ABSENT	- Nann, Nrinder	Ward 3

YES - Wilson, Alex Ward 13
 YES - Wilson, Maureen Ward 1

7. Winter Response Strategy (HSC23012) (City Wide) (Item 11.7)

(A. Wilson/M. Wilson)

- (a) That staff be authorized to implement an immediate Winter Response Strategy, to March 31, 2023, to support vulnerable individuals within the homelessness serving systems as follows:
- (i) A designated Recreation Centre (Benetto) to operate between 8:00 a.m. and 10:00 p.m. during statutory holidays and inclement weather events resulting in centre closure to support up to 10 individuals, estimated to be a total of 9 days, at an approximate cost of \$65 K;
 - (ii) 21 additional low-barrier daily overnight warming spaces provided through The HUB to ensure equitable access for vulnerable, unsheltered and hidden homeless populations across the City through contractual agreements at an approximate cost of \$250 K;
 - (iii) Additional low-barrier daily overnight warming spaces to ensure equitable access for vulnerable, unsheltered and hidden homeless populations across the City through contractual agreements with community agencies and faith-based groups, at an approximate cost of \$100 K;
- (b) That recommendation (a) respecting the immediate Winter Response Strategy for Q1 2023, be accommodated within the Housing Services 2023 Operating Budget and if necessary, a funding source will be identified through 2023 Year End reporting;
- (c) That the General Manager of the Healthy and Safe Communities Department or their designate be directed and authorized, on behalf of the City of Hamilton, to enter into, execute and administer all agreements and documents necessary to implement the grant(s) outlined above on terms and conditions satisfactory to the General Manager of the Healthy and Safe Communities Department or their designate and in a form satisfactory to the City Solicitor.
- (d) That staff report back to the August 17, 2023 Emergency and Community Services Committee meeting with recommendations for an annual winter response strategy.

Result: Motion CARRIED by a vote of 5 to 0, as follows:

YES - Clark, Brad Ward 9
 ABSENT - Hwang, Tammy Ward 4

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YES	-	Kroetsch, Cameron	Ward 2
YES	-	Jackson, Tom	Ward 6
ABSENT	-	Nann, Nrinder	Ward 3
YES	-	Wilson, Alex	Ward 13
YES	-	Wilson, Maureen	Ward 1

8. 2023 Budget Submission - Housing and Homelessness Advisory Committee (HSC22056) (City Wide) (Item 11.8)

(Jackson/Clark)

That the Housing and Homelessness Advisory Committee 2023 base budget submission attached as Appendix "A" to Report HSC22056 in the amount of \$1,000 be approved and referred to the 2023 budget process for consideration.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES	-	Clark, Brad	Ward 9
ABSENT	-	Hwang, Tammy	Ward 4
YES	-	Kroetsch, Cameron	Ward 2
YES	-	Jackson, Tom	Ward 6
ABSENT	-	Nann, Nrinder	Ward 3
YES	-	Wilson, Alex	Ward 13
YES	-	Wilson, Maureen	Ward 1

9. Housing Stability Benefit Team Staffing (HSC23005) (City Wide) (Item 15.1)

(Jackson/A. Wilson)

- (a) That the direction provided to staff in Closed Session, respecting Report HSC23005, Housing Stability Benefit Team Staffing, be approved; and,
- (b) That Report HSC23005, respecting Housing Stability Benefit Team Staffing, remain confidential.

Result: Motion CARRIED by a vote of 5 to 0, as follows:

YES	-	Clark, Brad	Ward 9
ABSENT	-	Hwang, Tammy	Ward 4
YES	-	Kroetsch, Cameron	Ward 2
YES	-	Jackson, Tom	Ward 6
ABSENT	-	Nann, Nrinder	Ward 3
YES	-	Wilson, Alex	Ward 13
YES	-	Wilson, Maureen	Ward 1

FOR INFORMATION:**(a) APPROVAL OF AGENDA (Item 2)**

The Committee Clerk advised the following changes to the agenda:

5. COMMUNICATIONS

- 5.3 Don Seymour, Executive Director, Wesley, respecting the Housing Alliance for Tiny Shelters (HATS)

Recommendation: Be received and referred to Item 11.6, Hamilton Alliance for Tiny Shelters site Options and Considerations (HSC22015(b)), for consideration.

- 5.4 Advisory Committee for Persons with Disabilities, respecting the Hamilton Alliance for Tiny Shelters Proposal

Recommendation: Be received and referred to Item 11.6, Hamilton Alliance for Tiny Shelters site Options and Considerations (HSC22015(b)), for consideration.

- 5.5 Philip Shanks, respecting the Tiny Homes Proposal

Recommendation: Be received and referred to Item 11.6, Hamilton Alliance for Tiny Shelters site Options and Considerations (HSC22015(b)), for consideration.

- 5.6 Medora Uppal, Co-Chair of the Women's Housing Planning Collaborative (WHPC), respecting Improved Shelter Crisis Response and Resourcing of the Homeless Sector

Recommendation: Be received

- 5.7 Kim Martin, Executive Director, Social Planning and Research Council of Hamilton, respecting the Hamilton Alliance for Tiny Shelters Proposal

Recommendation: Be received and referred to Item 11.6, Hamilton Alliance for Tiny Shelters site Options and Considerations (HSC22015(b)), for consideration.

- 5.8 Graham Cubitt, Director, Projects and Development, Indwell, respecting the Hamilton Alliance of Tiny Shelters (HATS)

Recommendation: Be received and referred to Item 11.6, Hamilton Alliance for Tiny Shelters site Options and Considerations (HSC22015(b)), for consideration.

6. DELEGATION REQUESTS

- 6.1 Delegations respecting Tiny Shelters and Homelessness in the City of Hamilton (for today's meeting)
 - c. Graham Cubitt, Hamilton is Home
 - d. Marty Umanetz, Hamilton Alliance for Tiny Shelters (HATS)
 - e. James Kemp
 - f. Julia Kollek, Hamilton Alliance for Tiny Shelters (HATS)
 - g. Brenda Duke
 - h. Sue VanEgdom, Hamilton Alliance for Tiny Shelters (HATS)
 - i. Jean Fair

- 6.3 Kayla Hagerty, respecting Warming Centres in the City of Hamilton (for today's meeting)

- 6.4 Kevin Gonci, Golden Horseshoe Track and Field Council, respecting the 2023 ParticipACTION Community Challenge (for a future meeting)

- 6.5 Marcie McIlveen, HAMSMART, respecting Safe Use in Shelter and the Need for a Second Consumption and Treatment Services Site (for a future meeting)

The Delegation from David Kipp, Construction Technology Teacher, Westdale Secondary, Highschool has been WITHDRAWN

8. STAFF PRESENTATIONS

- 8.2 Housing and Homelessness Advisory Committee Annual Presentation

9. CONSENT ITEMS

- 9.3 Seniors Advisory Committee Minutes - December 2, 2022

11. DISCUSSION ITEMS

- 11.7 Winter Response Strategy (HSC23012) (City Wide)

- 11.8 2023 Budget Submission - Housing and Homelessness Advisory Committee (HSC22056) (City Wide) (Item 8.2) – moved from Staff Presentations

- 11.3 Proposal for Drop-In Services Post March 2023 (HSC23006) (City Wide) (Item 11.3) WITHDRAWN, to be considered at the March 23, 2023 meeting

CHANGE IN THE ORDER OF ITEMS

- 11.5 Report HSC220015(b), respecting Hamilton Alliance for Tiny Shelters Site Options and Considerations, was moved up on the agenda to be discussed prior to the consideration of HSC22015(a), respecting a Hamilton Alliance for Tiny Shelters Proposal.

(Hwang/A. Wilson)

That the agenda for the January 18, 2023 Emergency and Community Services Committee meeting be approved, as amended.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES	- Clark, Brad	Ward 9
YES	- Hwang, Tammy	Ward 4
YES	- Kroetsch, Cameron	Ward 2
YES	- Jackson, Tom	Ward 6
ABSENT	- Nann, Nrinder	Ward 3
YES	- Wilson, Alex	Ward 13
YES	- Wilson, Maureen	Ward 1

(b) DECLARATIONS OF INTEREST (Item 3)

None.

(c) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 4)

(i) December 1, 2022 (Item 4.1)

(Hwang/A. Wilson)

That the Minutes of the December 1, 2022 meeting of the Emergency and Community Services Committee, be approved, as presented.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES	- Clark, Brad	Ward 9
YES	- Hwang, Tammy	Ward 4
YES	- Kroetsch, Cameron	Ward 2
YES	- Jackson, Tom	Ward 6
ABSENT	- Nann, Nrinder	Ward 3
YES	- Wilson, Alex	Ward 13
YES	- Wilson, Maureen	Ward 1

(d) COMMUNICATIONS (Item 5)**(Hwang/Kroetsch)**

That the following Communication Items be approved, as presented:

- (i) Resignation from the Seniors Advisory Committee (Item 5.1)

Recommendation: Be received

- (ii) Walter Furlan, respecting a Hamilton Alliance for Tiny Shelters project (Item 5.2)

Recommendation: Be received

- (iii) Don Seymour, Executive Director, Wesley, respecting the Housing Alliance for Tiny Shelters (HATS) (Added Item 5.3)

Recommendation: Be received and referred to the consideration of Item 11.6, Hamilton Alliance for Tiny Shelters site Options and Considerations (HSC22015(b)).

- (iv) Advisory Committee for Persons with Disabilities, respecting the Hamilton Alliance for Tiny Shelters Proposal (Added Item 5.4)

Recommendation: Be received and referred to the consideration of Item 11.6, Hamilton Alliance for Tiny Shelters site Options and Considerations (HSC22015(b)).

- (v) Philip Shanks, respecting the Tiny Homes Proposal(Added Item 5.5)

Recommendation: Be received and referred to the consideration of Item 11.6, Hamilton Alliance for Tiny Shelters site Options and Considerations (HSC22015(b)).

- (vi) Medora Uppal, Co-Chair of the Women's Housing Planning Collaborative (WHPC), respecting Improved Shelter Crisis Response and Resourcing of the Homeless Sector (Added Item 5.6)

Recommendation: Be received

- (vii) Kim Martin, Executive Director, Social Planning and Research Council of Hamilton, respecting the Hamilton Alliance for Tiny Shelters Proposal (Added Item 5.7)

Recommendation: Be received and referred to the consideration of Item 11.6, Hamilton Alliance for Tiny Shelters site Options and Considerations (HSC22015(b)).

- (viii) Graham Cubitt, Director, Projects and Development, Indwell, respecting the Hamilton Alliance of Tiny Shelters (HATS) (Added Item 5.8)

Recommendation: Be received and referred to the consideration of Item 11.6, Hamilton Alliance for Tiny Shelters site Options and Considerations (HSC22015(b)).

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES	- Clark, Brad	Ward 9
YES	- Hwang, Tammy	Ward 4
YES	- Kroetsch, Cameron	Ward 2
YES	- Jackson, Tom	Ward 6
ABSENT	- Nann, Nrinder	Ward 3
YES	- Wilson, Alex	Ward 13
YES	- Wilson, Maureen	Ward 1

(e) DELEGATION REQUESTS (Item 6)

(Hwang/M. Wilson)

That the following Delegation Requests, be approved, as presented:

- (i) Delegations respecting Item 11.6, Hamilton Alliance for Tiny Shelters site Options and Considerations (HSC22015(b)) (for today's meeting) (Item 6.1)
- (a) Denise Davy (Item 6.1(a))
 - (b) Jeff Willmer, A Better Tent City Waterloo (Item 6.1(b))
 - (c) Graham Cubitt, Hamilton is Home (Added Item 6.1(c))
 - (d) Marty Umanetz, Hamilton Alliance for Tiny Shelters (HATS) (Added Item 6.1(d))
 - (e) James Kemp (Added Item 6.1(e))
 - (f) Julia Kollek, Hamilton Alliance for Tiny Shelters (HATS) (Added Item 6.1(f))
 - (g) Brenda Duke (Added Item 6.1(g))
 - (h) Sue VanEgdom, Hamilton Alliance for Tiny Shelters (HATS) (Added Item 6.1(h))
 - (i) Jean Fair (Added Item 6.1(h))

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- (ii) Sally Palmer, Hamilton Social Work Action Committee and the Campaign for Adequate Welfare & Disability Benefits, respecting the Nutritious Food Basket Report (for a future meeting) (Item 6.2)
- (iii) Kayla Hagerty, respecting Warming Centres in the City of Hamilton (for today's meeting) (Added Item 6.3)
- (iv) Kevin Gonci, Golden Horseshoe Track and Field Council, respecting the 2023 ParticipACTION Community Challenge (for a future meeting) (Added Item 6.4)
- (v) Marcie McIlveen, HAMSMART, respecting Safe Use in Shelter and the Need for a Second Consumption and Treatment Services Site (for a future meeting) (Added Item 6.5)

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES	- Clark, Brad	Ward 9
YES	- Hwang, Tammy	Ward 4
YES	- Kroetsch, Cameron	Ward 2
YES	- Jackson, Tom	Ward 6
ABSENT	- Nann, Nrinder	Ward 3
YES	- Wilson, Alex	Ward 13
YES	- Wilson, Maureen	Ward 1

(f) DELEGATIONS (Item 7)

- (a) The following Delegations addressed the Committee respecting Item 11.6, Hamilton Alliance for Tiny Shelters site Options and Considerations (HSC22015(b)):
 - (a) Denise Davy (Added Item 7.1(a))
 - (b) Jeff Willmer, A Better Tent City Waterloo (Added Item 7.1(b))
 - (c) Graham Cubitt, Hamilton is Home (Added Item 7.1(c))
 - (d) Marty Umanetz, Hamilton Alliance for Tiny Shelters (HATS) (Added Item 7.1(d))
 - (e) James Kemp (Added Item 7.1(e))
 - (f) Julia Kollek, Dan Bednis and Tom Cooper, Hamilton Alliance for Tiny Shelters (HATS) (Added Item 7.1(f))
 - (g) Brenda Duke (Added Item 7.1(g))

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- (h) Sue VanEgdom, Hamilton Alliance for Tiny Shelters (HATS) (Added Item 7.1(h))
- (i) Jean Fair (Added Item 7.1(h))
- (a) The following Delegations addressed the Committee respecting warming centres in the City of Hamilton:
 - (i) Kayla Hagerty (Added Item 7.3)

(Kroetsch/M. Wilson)

That the following Delegations, be received:

- (a) Denise Davy (Added Item 7.1(a))
- (b) Jeff Willmer, A Better Tent City Waterloo (Added Item 7.1(b))
- (c) Graham Cubitt, Hamilton is Home (Added Item 7.1(c))
- (d) Marty Umanetz, Hamilton Alliance for Tiny Shelters (HATS) (Added Item 7.1(d))
- (e) James Kemp (Added Item 7.1(e))
- (f) Julia Kollek, Dan Bednis and Tom Cooper, Hamilton Alliance for Tiny Shelters (HATS) (Added Item 7.1(f))
- (g) Brenda Duke (Added Item 7.1(g))
- (h) Sue VanEgdom, Hamilton Alliance for Tiny Shelters (HATS) (Added Item 7.1(h))
- (i) Jean Fair (Added Item 7.1(h))
- (j) Kayla Hagerty (Added Item 7.3)

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES	- Clark, Brad	Ward 9
YES	- Hwang, Tammy	Ward 4
YES	- Kroetsch, Cameron	Ward 2
YES	- Jackson, Tom	Ward 6
ABSENT	- Nann, Nrinder	Ward 3
YES	- Wilson, Alex	Ward 13
YES	- Wilson, Maureen	Ward 1

For further disposition, refer to Items 7 and 8 respectively.

(g) STAFF PRESENTATIONS (Item 8)

(i) Hamilton Veterans Committee - 2022 Annual Report (Item 8.1)

Mike Rehill, Chair of the Hamilton Veterans Committee provided the Committee with the Hamilton Veterans Committee - 2022 Annual Report.

(Kroetsch/M. Wilson)

That the Presentation respecting the Hamilton Veterans Committee - 2022 Annual Report, be received.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES	- Clark, Brad	Ward 9
YES	- Hwang, Tammy	Ward 4
YES	- Kroetsch, Cameron	Ward 2
YES	- Jackson, Tom	Ward 6
ABSENT	- Nann, Nrinder	Ward 3
YES	- Wilson, Alex	Ward 13
YES	- Wilson, Maureen	Ward 1

(ii) Housing and Homelessness Advisory Committee Annual Presentation (Added Item 8.2)

Violetta Nikolskaya, Chair of the Housing and Homelessness Advisory Committee provided the Committee with the Housing and Homelessness Advisory Committee Annual Presentation.

(Hwang/Kroetsch)

That the Presentation respecting the Housing and Homelessness Advisory Committee Annual Presentation, be received.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES	- Clark, Brad	Ward 9
YES	- Hwang, Tammy	Ward 4
YES	- Kroetsch, Cameron	Ward 2
YES	- Jackson, Tom	Ward 6
ABSENT	- Nann, Nrinder	Ward 3
YES	- Wilson, Alex	Ward 13
YES	- Wilson, Maureen	Ward 1

(h) CONSENT (Item 9)

(i) Seniors Advisory Committee Minutes - December 2, 2022 (Item 9.3)

(Hwang/Wilson)

That the Seniors Advisory Committee Minutes - December 2, 2022, be received.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES	- Clark, Brad	Ward 9
YES	- Hwang, Tammy	Ward 4
YES	- Kroetsch, Cameron	Ward 2
YES	- Jackson, Tom	Ward 6
ABSENT	- Nann, Nrinder	Ward 3
YES	- Wilson, Alex	Ward 13
YES	- Wilson, Maureen	Ward 1

(i) DISCUSSION ITEMS (Item 11)

(i) Affordable Housing Funding Program (AHFP) (HSC23003) (City Wide) (Item 11.4)

(Kroetsch/A. Wilson)

- (a) That the Affordable Housing Funding Program (AHFP) attached as Appendix "A" to Report HSC23003 be adopted;
- (b) That Development Charge By-law No. 19-142 be amended to delete section 25(e) referring to affordable housing development charge exemption given the adoption of the Affordable Housing Funding Program, as set out in recommendation above;
- (c) That an annual budget of \$4 M to be funded from the net levy be referred to the 2023 Tax Operating Budget process for the primary purpose of funding the Affordable Housing Funding Program in accordance with the Program Guidelines outlined in Appendix "A" to Report HSC23003;
- (d) That subject to approval of Recommendations (a) and (b) above, the Affordable Housing Funding Program (AHFP) Reserve Fund Policy attached as Appendix "B" to Report HSC23003 be approved and the Reserve Fund be established subject to the terms outlined in the Policy and that unused funds for the current financial year be transferred to the Reserve;
- (e) That the General Manager of the Healthy and Safe Communities Department or their designate be authorized and directed to execute and administer the Affordable Housing Fund Program

(AHFP) including entering into any or all agreements required to deliver the AHFP in a form satisfactory to the City Solicitor and content satisfactory to the General Manager of the Healthy and Safe Communities Department; and

- (f) That the General Manager of the Healthy and Safe Communities Department or their designate be authorized to revise the Affordable Housing Fund Program (AHFP) Guidelines attached as Appendix "A" to Report HSC23003 as necessary to ensure efficient delivery of the Program;

(A. Wilson/C. Kroetsch)

That Report HSC23003, respecting the Affordable Housing Funding Program (AHFP), be **amended** to add a new subsection (g), as follows:

- (g) *That the General Manager of the Healthy and Safe Communities Division report to the 2023 Operating Budget on the sufficiency of the 4 million dollars of funding, in the context of need and recommend alternatives for the consideration at that time.***

Result: Amendment CARRIED by a vote of 6 to 0, as follows:

YES	- Clark, Brad	Ward 9
YES	- Hwang, Tammy	Ward 4
YES	- Kroetsch, Cameron	Ward 2
YES	- Jackson, Tom	Ward 6
ABSENT	- Nann, Nrinder	Ward 3
YES	- Wilson, Alex	Ward 13
YES	- Wilson, Maureen	Ward 1

For further disposition, refer to Item 5

- (ii) Hamilton Alliance for Tiny Shelters Proposal (HSC22015(a))(City Wide) (deferred from the December 1, 2022 meeting) (Item 11.5)**

(Clark/M. Wilson)

That Report HSC22015(a) respecting a Hamilton Alliance of Tiny Shelters Proposal, be DEFERRED to the February 16, 2023 meeting of the Emergency and Community Services Committee.

Result: Motion CARRIED by a vote of 5 to 0, as follows:

YES	- Clark, Brad	Ward 9
ABSENT	- Hwang, Tammy	Ward 4
YES	- Kroetsch, Cameron	Ward 2
YES	- Jackson, Tom	Ward 6
ABSENT	- Nann, Nrinder	Ward 3

YES - Wilson, Alex Ward 13
 YES - Wilson, Maureen Ward 1

(j) PRIVATE AND CONFIDENTIAL (Item 15)

(Jackson/Clark)

That the Committee move into Closed Session to discuss Item 15.1 respecting a Housing Stability Benefit Team Staffing (HSC23005), and Item 15.2 respecting the Canada Mortgage and Housing Corporation (CMHC) Rapid Housing Initiative (RHI) Round 3 (HSC20056(c)), pursuant to Section 9.3, Sub-section (b), (h) and (i) of the City's Procedural By-law 21-021, as amended, and Section 239(2), Sub-section (b), (h) and (i) of the Ontario Municipal Act, 2001, as amended, as the subject matter pertains to personal matters about an identifiable individual, including City or local board employees; information explicitly supplied in confidence to the City or a local board by Canada, a province or territory or a Crown agency of any of them; and a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the City or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization

Result: Motion CARRIED by a vote of 5 to 0, as follows:

YES - Clark, Brad Ward 9
 ABSENT - Hwang, Tammy Ward 4
 YES - Kroetsch, Cameron Ward 2
 YES - Jackson, Tom Ward 6
 ABSENT - Nann, Nrinder Ward 3
 YES - Wilson, Alex Ward 13
 YES - Wilson, Maureen Ward 1

(i) Housing Stability Benefit Team Staffing (HSC23005) (City Wide) (Item 15.1)

For further disposition refer to Item 9.

(ii) Canada Mortgage and Housing Corporation (CMHC) Rapid Housing Initiative (RHI) Round 3 (HSC20056(c)) (Item 15.2)

(Kroetsch/A. Wilson)

That Report HSC20056(c), respecting the Canada Mortgage and Housing Corporation (CMHC) Rapid Housing Initiative (RHI) Round 3, be REFERRED to Council for consideration.

Result: Motion CARRIED by a vote of 5 to 0, as follows:

YES - Clark, Brad Ward 9
 ABSENT - Hwang, Tammy Ward 4

**Emergency & Community Services Committee
Minutes 23-001**

**January 19, 2023
Page 19 of 19**

YES	-	Kroetsch, Cameron	Ward 2
YES	-	Jackson, Tom	Ward 6
ABSENT	-	Nann, Nrinder	Ward 3
YES	-	Wilson, Alex	Ward 13
YES	-	Wilson, Maureen	Ward 1

(k) ADJOURNMENT (Item 16)

(A. Wilson/Kroetsch)

That there being no further business, the Emergency and Community Services Committee be adjourned at 8:45 p.m.

Respectfully submitted,

Councillor B. Clark
Chair, Emergency and Community Services
Committee

Loren Kolar
Legislative Coordinator
Office of the City Clerk

From: clerk@hamilton.ca
To: [Kolar, Loren](#); [Vernem, Christine](#)
Subject: Delegation ECS Santucci Hamilton Food Share - Feb 16
Date: Thursday, January 19, 2023 8:50:56 AM

Magda Green

Administrative Assistant II to the City Clerk
City Clerk's Office, Corporate Services
City of Hamilton
905 546-2424 ext. 5485
magda.green@hamilton.ca

City Hall is located on the ancestral territory of the Haudenosaunee Confederacy, the Anishinaabe and many other Indigenous peoples. It is also covered by the Dish with One Spoon Wampum agreement, which asks that all sharing this territory do so respectfully and sustainably in community.

From: City of Hamilton <hello@hamilton.ca>
Sent: January 18, 2023 4:31 PM
To: clerk@hamilton.ca
Subject: Webform submission from: Request to Speak to a Committee of Council

Unsubscribe

It appears that you have subscribed to commercial messages from this sender. To stop receiving such messages from this sender, please [unsubscribe](#)

Submitted on Wed, 01/18/2023 - 16:30

Submitted by: Anonymous

Submitted values are:

Committee Requested

Committee
Emergency & Community Services Committee

Will you be delegating in-person or virtually?
In-person

Will you be delegating via a pre-recorded video?
No

Requestor Information

Requestor Information

Joanne Santucci
Hamilton food share
339 Barton Street
Stoney Creek, ON. L8E 2L2
joanne@hamiltonfoodshare.org
9059025533

Reason(s) for delegation request

I would like to inform the Committee on the status of Hamilton's Emergency Food System. Its been a while since we have connected and so much focus has been printed and published about food banks. I believe the Committee should get first hand information on our systems based approach in response to the depth of hunger in Hamilton given the extraordinary occurrence of COVID-19, skyrocketing inflation and the expectation of looming recession at our doorstep. Thank you and look forward to confirming our delegation to the Emergency and Community Services Committee for February 2nd. Joanne Santucci , CEO Hamilton Food Share

Will you be requesting funds from the City?

No

Will you be submitting a formal presentation?

Yes

The sender designated this message as non-commercial mandatory content with the following note:

[Change communication preferences](#)

71 Main Street West
Hamilton, L8P 4Y5, ON
Canada

From: clerk@hamilton.ca
To: [Kolar, Loren](#); [Vernem, Christine](#)
Subject: ECS Delegation re access to arenas etc WAISGLUSS
Date: Thursday, February 2, 2023 10:17:14 AM

From: City of Hamilton <hello@hamilton.ca>
Sent: February 1, 2023 9:17 PM
To: clerk@hamilton.ca
Subject: Webform submission from: Request to Speak to a Committee of Council

Submitted on Wed, 02/01/2023 - 21:16 Submitted by: Anonymous

Submitted values are:

Committee Requested

Committee
Emergency and Community Services

Will you be delegating in-person or virtually?

Virtually

Will you be delegating via a pre-recorded video?

No

Requestor Information

Ingrid Waisgluss



Preferred Pronoun

she/her

Reason(s) for delegation request

I would like to propose further uses for existing recreational infrastructure (arenas)

Will you be requesting funds from the City?

No



HAMILTON

Join the Challenge

JUNE 1 – 30, 2023



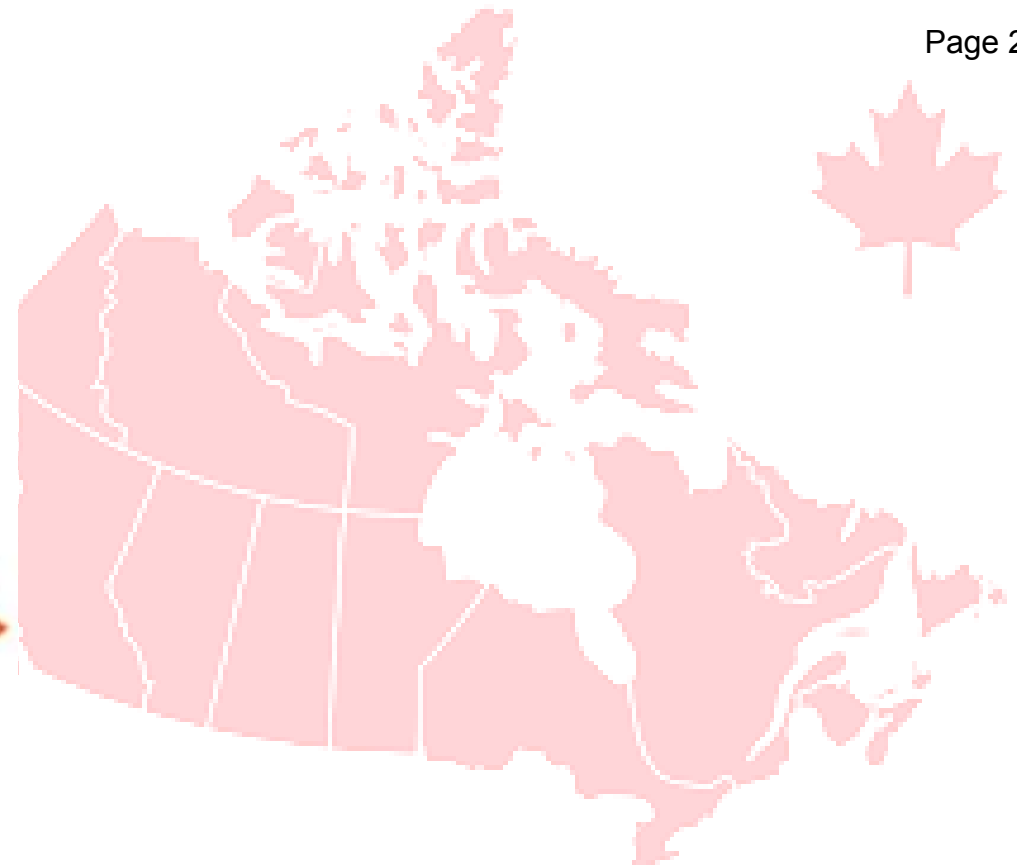
ParticipACTION

Encouraging Canadians to get healthy by getting active since 1971.

ParticipACTION is a national non-profit organization that inspires and supports Canadians to make physical activity a vital part of their everyday life.

As Canada's premier physical activity brand, ParticipACTION works with its partners, which include organizations in the sport, physical activity and recreation sectors, alongside government and corporate sponsors, to help Canadians reduce sedentary time and move more through innovative engagement initiatives and thought leadership.





What is the Community Challenge?

The ParticipACTION Community Challenge is a national physical activity and sport initiative that encourages everyone in Canada to get active throughout the month of June in search of Canada's Most Active Community.

CANADA'S MOST
ACTIVE COMMUNITY

RED
DEER



2022

Canada's Most Active Community

Red Deer, Alberta

Population: 105,000

Ontario's Most Active Community

North Grenville

Population: 18,508



**JOIN THE *PARTICIPACTION*
COMMUNITY CHALLENGE**



Who can participate in the Challenge?

It is open to everyone, and all minutes tracked on the app and website from

June 1 – 30 count toward a community's total score. After June 30, 50 finalist communities will be invited to submit an application explaining why they deserve to be Canada's Most Active Community.



Help your community win!

1. Track your personal physical activity minutes on the [ParticipACTION app](#) to help your community win! You also have the chance to win great prizes for yourself when you use the app.
2. You can also track physical activity minutes for yourself, your family or an organization on our website (tracking opens in the spring).



Join the Challenge



ACTIVITIES

Website: <https://www.hamilton.ca/>

Twitter: @cityofhamilton

Instagram: <https://www.instagram.com/cityofhamilton/>

Facebook: <https://www.facebook.com/CityOfHamilton/>

Internal Communications.

Recreation & EAP.

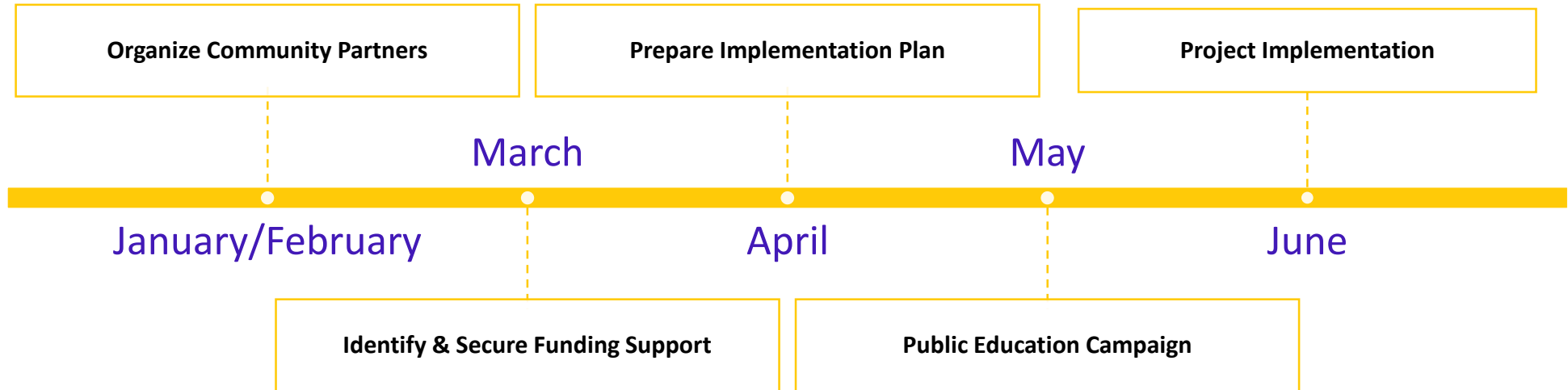
Existing Tracking Systems.

Ward Newsletters.



Project Implementation

PARTICIPACTION





HAMILTON

Join the Challenge

JUNE 1 – 30, 2023



Urban Indigenous Strategy and Indigenous Relations Team Updates as of December 2022

An overview of some of the key initiatives of the Urban Indigenous Strategy delivered by the Indigenous Relations Team (IRT) in 2021/2022 follow below.

Days of Recognition (Spirit #20, People #23, 29 and 32) ¹
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The following days of significance to the Indigenous Community and People were recognized:

- Indigenous Languages Day (March 30)
- National Day of Awareness for Missing and Murdered Indigenous Women and Girls (May 5)
- National Indigenous History Month (June), National Indigenous Peoples Day (June 21)
- Orange Shirt Day/National Day for Truth and Reconciliation (September 30)
- Treaty Week (First Week of November)
- Louis Riel Day (November 16)

The IRT focused on public and staff education to acknowledge, celebrate, and help others gain a better understanding of what the days of significance are, why they're important, and why they need to be recognized. For each day of recognition, the City website was updated with relevant content, educational resources, links to further information and each day of significance had a list of relevant resources available at the Hamilton Public Library (HPL). Various communication channels were employed including social media posts, newspaper ads, and emails, to acknowledge each day of significance and to encourage others to educate themselves on these topics. The IRT and HPL also collaborated to offer virtual education sessions to staff and the public facilitated by the Woodland Cultural Centre covering topics such as Truth and Reconciliation, Residential Schools and Treaty Relations in Canada and offered staff lunch and learn opportunities.

The team executed some key events for the days of recognition in 2022. In May 2022, the IR team partnered with Theatre Aquarius to showcase the play, "The Hours That Remain" by Indigenous playwright, Keith Barker about the epidemic of Missing and Murdered Indigenous Women and Girls (MMIWG). A public education display which included the Red Dress Exhibit was installed in the lobby of the theatre for the duration of the play's run. The IRT attended and supported in arranging members of the Indigenous Community to sing, drum and take part in the programming before and after the play.

In June 2022, two webinars facilitated by the Woodland Cultural Centre were offered in partnership with the Hamilton Public Library for staff and the general public's education. The sessions were a virtual tour of the Mohawk Institute and a learning session focussed on Truth and Reconciliation. Then, after two long years of not being able to

¹ Correspond to the Urban Indigenous Strategy Themed Actions

Urban Indigenous Strategy and Indigenous Relations Team Updates as of December 2022

gather for a celebration for National Indigenous Peoples Day/Month in person, the City was able to host this year at City Hall on June 21, 2022 with an afternoon of programming to celebrate and acknowledge the day. The event was filled with guest speakers, a keynote address from Elder and Knowledge Keeper Norman Jacobs, drummers, singers, performers and was a great way to celebrate the day with the Indigenous community in Hamilton. On that day the Signature Hamilton sign was lit up Orange and a National Indigenous Peoples Day banner also displayed at City Hall.

For September 30, 2022, the National Day of Truth and Reconciliation (NDTR) and Orange Shirt Day was recognized with various activities including providing opportunities for City staff to purchase orange shirts to wear, piloting an orange ribbon campaign (staff had an opportunity to buy an orange ribbon for a small donation to wear in the week leading up to September 30, 2022), and made additional virtual staff learning webinars available during the month. Proceeds from the sale of shirts and ribbons were donated to the Woodland Cultural Centre Education program. At City Hall, a NDTR banner was installed, Every Child Matters Flag flown, and the signature Hamilton sign lit orange as well. With the support of Senior Leadership, City staff were encouraged to observe a moment of silence at 2:15 p.m. on September 30, 2022 to honour and remember the lost children and survivors of the residential school system in Canada, and to reflect upon the painful history, trauma, and ongoing impacts to Indigenous communities locally and across Canada. Tools and resources were provided to people leaders to support conversations and learning with their teams regarding the day.

The IR team in collaboration with Public Health Services and various Indigenous community partners, hosted an Indigenous Music Social (Mino Biimadziwin Wakya'ta'shatse Social) at Gage Park on October 1, 2022. The event was held alongside the Hamilton Regional Indian Centre's Orange Shirt Day multi-day event. The Social was planned to support the Indigenous Community in Hamilton and reconnect with people, supports and agencies in the City that have been affected by the COVID-19 pandemic. The day was filled with Indigenous music artists, local Indigenous vendors, and tents/information booths from various local Indigenous community partners to let the community know what services and people can help them in the city.

On October 4, 2022, staff worked in collaboration with Niwasa Kendaaswin Teg to host an Art Exhibit at City Hall to honour and locally recognize Missing and Murdered Indigenous Women and Girls. The exhibit is called "Gigichi Zaagi'igoo" which translates to Our Love for You is Strong and was created by youth at Niwasa.

**Urban Indigenous Strategy and Indigenous Relations Team
Updates as of December 2022**

Indigenous Landmarks and Monuments Review (Spirit #11 and 12, People #36)

In July 2021, Council directed staff to undertake a [Review](#) (Report HSC21025/PED21149/PW21038) to identify short and long-term opportunities to address Indigenous and historical landmarks, spaces and markers across the city. About a month later, the Sir John A. Macdonald monument was pulled down by residents following a rally and protest; it has remained in temporary storage since that time. Over the fall and winter of 2022, the IRT engaged an Indigenous consulting firm, established an Indigenous Circle of Experts and co-developed a framework and process for moving forward.

In May 2022, Council approved [Phase 1 Report HSC21025a/PED21149a/PW21038a](#) and the Honouring our Roots: Creating Space for Indigenous Voices recommendations from the Circle of Experts. Five priority sites were identified by the Indigenous community:

- Sir John A. MacDonald monument (Gore Park, King St. at Hughson St.)
- Queen Victoria monument (Gore Park, west end facing James St.)
- Augustus Jones monument (King St. E. at Jones St. in Stoney Creek)
- United Empire Loyalist monuments (front of 50 Main St. E. and Dundurn Park)
- Ryerson Recreation Centre (251 Duke St.) (note: Ryerson school has been renamed by the Hamilton-Wentworth District School Board)

In accordance with the recommendations, temporary interpretive signage has been created in consultation with the Indigenous Circle of Experts. In addition, roles for two temporary staff (Curator - Indigenous Culture and Heritage and Indigenous Community Outreach and Research Coordinator) were developed. The recruitment was successful and two individuals have been hired to support the work in Phase 2.

Cultural Capacity Training (People #29)

As outlined in the Urban Indigenous Strategy Final Report (HSC19030), staff education is a key component to further awareness and education on Indigenous culture, history and traditions. Multiple learning opportunities are made available to staff throughout the year including webinars, documentary screenings, lunch and learn sessions on diverse topics such as land claims, treaties, residential schools, and reconciliation. In Q4 of 2022, the Senior Leadership Team participated in "Working Effectively with Indigenous Peoples for Local Governments" training facilitated by an external Indigenous provider. The course is designed for municipal employees specifically and to be used as a guide to fostering sustainable, long-term partnerships between municipal governments and Indigenous communities.

**Urban Indigenous Strategy and Indigenous Relations Team
Updates as of December 2022**

Indigenous Advisory Committee (Land #2 and 3)

The role of staff liaison to the Indigenous Advisory Committee (IAC) was transitioned to the IRT in late 2021 to align more closely with the work on the UIS. Through its monthly meetings and with a goal to improve communication between the City and the Indigenous community, staff from various divisions were invited to attend and exchange information or seek input from the committee. The IAC was pleased when they saw their efforts acknowledged when Hamilton Water reached out to advise the IAC of a water issue that was in the media before the committee could even bring the issue up on their own; they saw this as a step in the right direction on improving communication with the community. The IAC co-hosted National Indigenous Peoples Day/Month with the IRT by displaying an NIPD banner at City Hall, attending, and sponsoring the cake for the celebration event on June 21, 2022 at City Hall. Members of the committee provided guidance and support to IRT staff at other municipal events such as the National Day for MMIWG red dress exhibit, the art exhibit at City Hall, etc.

Through the year, the IAC also participated and/or supported the Indigenous community in Hamilton with resources for some community events/programs such as the Indigenous Music Social, the Water Walkers, Hamilton Regional Indian Centre Food Bank, and Orange Shirt Day. The IAC revised its Terms of Reference to ensure that moving forward, the Committee will be comprised of a diverse group of Indigenous Hamiltonians that represents all members of the community.

Community Involvement, Partnerships and Community Events (Land #4, Spirit #21, People #26 and 32)

The IRT partnered with many of the Indigenous community agencies on events, gatherings, and community engagement throughout the year, as highlighted below:

- In March 2022, together with the Hamilton Community Legal Clinic, the City purchased a teepee and gifted it to the Indigenous community to be used as needed. The IR team facilitated a Cree elder to come and share teepee teachings and teach the community how to erect the teepee and care for it. The teepee has been used by organizations in the city throughout the year at a variety of community events
- Coordinated with the Professional Aboriginal Advocacy Networking Group (PAANG) to put on The Celebration of Growth event on May 26, 2022 at the Hamilton Regional Indian Centre (HRIC); provides an opportunity for the Indigenous community to come out and meet some of the community service providers and share in drumming, dancing and food
- Worked with the Aboriginal Health Centre to deliver an activity as part of the opening of the Children's Garden Project at Gage Park in June 2022
- Supported the Branches of Native Development (BOND) to host their annual Soaring Spirits PowWow on June 24, 25, and 26, 2022 to honour the Summer Solstice and to celebrate the Indigenous community in Hamilton; activities

Urban Indigenous Strategy and Indigenous Relations Team Updates as of December 2022

included drumming, dancing, various cultural teachings, teepee teachings with a guest knowledge keeper from Alberta, a sacred fire and workshops

- Hosted an Indigenous Music Social in conjunction with De dwa da dehs nye>s (Aboriginal Health Centre) at Gage Park in October 2022
- Collaborated with Niwasa to host their MMIWG youth art exhibit in October 2022
- Supported HRIC for The Welcoming event with the newly elected Hamilton City Council in December 2022.

First Nations Engagement with Environmental Assessment Projects (Land #5, Spirit #19)

A cross-departmental workgroup (Public Works (PW), Planning and Economic Development (PED), Corporate Services – Legal and Procurement Sections (CS)) is continuing to develop a corporate-wide strategy and consistent approach to how the City engages with First Nations and other Indigenous groups regarding archaeology and environmental assessment work. Since Report HSC20030 (Municipal-Indigenous Relationship Building related to City-Initiated Archaeological and Natural Heritage Assessments) was approved, staff have been meeting with the Nations to continue to build on the interim Archaeological Monitoring Policy in the area of natural heritage assessments as well. Some of the dialogue is centred on the desire of these First Nations to revive their guardianship role, develop employment opportunities for Indigenous Peoples, build capacity and provide a type of quality assurance to projects.

Indigenous Relationship Agreements/Accords (Land #3 and 8)

Through discussions on various initiatives, the Indigenous Relations Team identified the need to develop further relationships with the local Treaty Nations beyond the work of the Urban Indigenous Strategy. The IRT is working on a framework for how to approach friendship agreements/ accords that can promote mutually beneficial relationships between the municipality and the neighbouring Nations.

Staffing Service Delivery – Child Care (People #24 and 36)

Created a new Subsidy Eligibility Worker - Indigenous position in the Early Years Operations section. This role will work with Indigenous-led child, family and community programs that support Indigenous communities to determine child care and early years requirements that meet the needs of their communities and support their children and families. Within their caseload, the position will recommend inclusive and culturally appropriate community support alternatives to clients.

**Urban Indigenous Strategy and Indigenous Relations Team
Updates as of December 2022**

Other Projects and Initiatives underway

- Working with a cross-departmental workgroup to develop a policy and procedure respecting the use of Sacred Fires in Hamilton (People #26)
- Collaborating with PED and HPL on a proposal for the Discovery Centre Study and identifying potential uses of the space
- Developing a policy on the Use of Indigenous sports logos and mascots in partnership with Recreation

Urban Indigenous Strategy Alignment

The following are the Truth and Reconciliation Commission's (TRC) 94 Calls to Action and the Final Report of the National Inquiry into Missing and Murdered Indigenous Women and Girl's (MMIWG) Calls for Justice that are being addressed by the key priorities of the Urban Indigenous Strategy and Indigenous Relations Team in 2022 and for 2023.

Cultural Capacity Training

- TRC's Calls to Action

57. We call upon federal, provincial, territorial, and municipal governments to provide education to public servants on the history of Aboriginal peoples, including the history and legacy of residential schools, the *United Nations Declaration on the Rights of Indigenous Peoples*, Treaties and Aboriginal rights, Indigenous law, and Aboriginal–Crown relations. This will require skills-based training in intercultural competency, conflict resolution, human rights, and anti-racism.

92. We call upon the corporate sector in Canada to adopt the United Nations Declaration on the Rights of Indigenous Peoples as a reconciliation framework and to apply its principles, norms, and standards to corporate policy and core operational activities involving Indigenous peoples and their lands and resources. This would include, but not be limited to, the following:

- iii. Provide education for management and staff on the history of Aboriginal peoples, including the history and legacy of residential schools, the United Nations Declaration on the Rights of Indigenous Peoples, Treaties and Aboriginal rights, Indigenous law, and Aboriginal–Crown relations. This will require skills based training in intercultural competency, conflict resolution, human rights, and anti-racism.

- MMIWG Calls to Justice

1.9 We call upon all governments to develop laws, policies, and public education campaigns to challenge the acceptance and normalization of violence

7.6 We call upon institutions and health service providers to ensure that all persons involved in the provision of health services to Indigenous Peoples receive ongoing training, education, and awareness in areas including, but not limited to:

- the history of colonialism in the oppression and genocide of Inuit, Métis, and First Nations Peoples;
- anti-bias and anti-racism;
- local language and culture; and
- local health and healing practices.

12.12 We call upon all child and family services agencies to engage in recruitment efforts to hire and promote Indigenous staff, as well as to promote the intensive and ongoing training of social workers and child welfare staff in the following areas

- history of the child welfare system in the oppression and genocide of Indigenous Peoples

Urban Indigenous Strategy Alignment

- anti-racism and anti-bias training
- local culture and language training
- sexual exploitation and trafficking training to recognize signs and develop specialized responses

Indigenous Landmarks and Monuments Review

- TRC's Calls to Action

75. We call upon the federal government to work with provincial, territorial, and municipal governments, churches, Aboriginal communities, former residential school students, and current landowners to develop and implement strategies and procedures for the ongoing identification, documentation, maintenance, commemoration, and protection of residential school cemeteries or other sites at which residential school children were buried. This is to include the provision of appropriate memorial ceremonies and commemorative markers to honour the deceased children.

79. We call upon the federal government, in collaboration with Survivors, Aboriginal organizations, and the arts community, to develop a reconciliation framework for Canadian heritage and commemoration. This would include, but not be limited to:

- i. Amending the Historic Sites and Monuments Act to include First Nations, Inuit, and Métis representation on the Historic Sites and Monuments Board of Canada and its Secretariat.
- ii. Revising the policies, criteria, and practices of the National Program of Historical Commemoration to integrate Indigenous history, heritage values, and memory practices into Canada's national heritage and history.
- iii. Developing and implementing a national heritage plan and strategy for commemorating residential school sites, the history and legacy of residential schools, and the contributions of Aboriginal peoples to Canada's history.

- MMIWG Calls to Justice

2.2 We call upon all governments to recognize Indigenous languages as official languages, with the same status, recognition, and protection provided to French and English. This includes the following directives:

- i. Federal, provincial, and territorial governments must legislate Indigenous languages in the respective territory as official languages.
- ii. All governments must make funds available to Indigenous Peoples to support the work required to revitalize and restore Indigenous cultures and languages.

Indigenous Relations Staffing Model

- TRC's Calls to Action

92. We call upon the corporate sector in Canada to adopt the United Nations Declaration on the Rights of Indigenous Peoples as a reconciliation framework and to apply its principles, norms, and standards to corporate policy and core operational activities involving Indigenous peoples and their lands and resources. This would include, but not be limited to, the following:

Urban Indigenous Strategy Alignment

ii. Ensure that Aboriginal peoples have equitable access to jobs, training, and education opportunities in the corporate sector, and that Aboriginal communities gain long-term sustainable benefits from economic development projects.

- MMIWG Calls to Justice

4.4 We call upon all governments to provide supports and resources for educational, training, and employment opportunities for all Indigenous women, girls, and 2SLGBTQIA people. These programs must be available within all Indigenous communities.

12.12 We call upon all child and family services agencies to engage in recruitment efforts to hire and promote Indigenous staff, as well as to promote the intensive and ongoing training of social workers and child welfare staff in the following areas:

- history of the child welfare system in the oppression and genocide of Indigenous Peoples
- anti-racism and anti-bias training
- local culture and language training

Indigenous Advisory Committee

- TRC's Calls to Action

92 We call upon the corporate sector in Canada to adopt the United Nations Declaration of the Rights of Indigenous Peoples as a reconciliation framework and to apply its principles, norms, and standards to corporate policy and core operational activities involving Indigenous peoples and their lands and resources. This would include, but not be limited to, the following:

- i. Commit to meaningful consultation, building respectful relationships, and obtaining the free, prior and informed consent of Indigenous peoples before proceeding with economic development projects.

Relationship Agreements

- TRC's Calls to Action

43. We call upon federal, provincial, territorial, and municipal governments to fully adopt and implement the United Nations Declaration on the Rights of Indigenous Peoples as the framework for reconciliation.

44. We call upon the Government of Canada to develop a national action plan, strategies, and other concrete measures to achieve the goals of the United Nations Declaration on the Rights of Indigenous Peoples.

47. We call upon federal, provincial, territorial, and municipal governments to repudiate concepts used to justify European sovereignty over Indigenous peoples and lands, such as the Doctrine of Discovery and terra nullius, and to reform those laws, government policies, and litigation strategies that continue to rely on such concepts

Urban Indigenous Strategy Alignment

92. We call upon the corporate sector in Canada to adopt the United Nations Declaration on the Rights of Indigenous Peoples as a reconciliation framework and to apply its principles, norms, and standards to corporate policy and core operational activities involving Indigenous peoples and their lands and resources. This would include, but not be limited to, the following:

- i. Commit to meaningful consultation, building respectful relationships, and obtaining the free, prior, and informed consent of Indigenous peoples before proceeding with economic development projects.
- ii. Ensure that Aboriginal peoples have equitable access to jobs, training, and education opportunities in the corporate sector, and that Aboriginal communities gain long-term sustainable benefits from economic development projects.

- **MMIWG Calls to Justice**

1.1 We call upon federal, provincial, territorial, municipal, and Indigenous governments (hereinafter “all governments”), in partnership with Indigenous Peoples, to develop and implement a National Action Plan to address violence against Indigenous women, girls, and 2SLGBTQQIA people, as recommended in our Interim Report and in support of existing recommendations by other bodies of inquiry and other reports. As part of the National Action Plan, we call upon all governments to ensure that equitable access to basic rights such as employment, housing, education, safety, and health care is recognized as a fundamental means of protecting Indigenous and human rights, resourced and supported as rights-based programs founded on substantive equality. All programs must be no-barrier and must apply regardless of status or location.

1.2 We call upon all governments, with the full participation of Indigenous women, girls, and 2SLGBTQQIA people, to immediately implement and fully comply with all relevant rights instruments, including but not limited to:

- v. UNDRIP, including recognition, protection, and support of Indigenous self-governance and self-determination, as defined by UNDRIP and by Indigenous Peoples, including that these rights are guaranteed equally to women and men, as rights protected under section 35 of the Constitution. This requires respecting and making space for Indigenous self-determination and self-governance, and the free, prior, and informed consent of Indigenous Peoples to all decision-making processes that affect them.

1.3 We call upon all governments, in meeting human and Indigenous rights obligations, to pursue prioritization and resourcing of the measures required to eliminate the social, economic, cultural, and political marginalization of Indigenous women, girls, and 2SLGBTQQIA people when developing budgets and determining government activities and priorities

Natural Heritage Monitoring

- **TRC’s Calls to Action**

43 We call upon federal, provincial, territorial, and municipal governments to fully adopt and implement the United Nations Declaration on the Rights of

Urban Indigenous Strategy Alignment


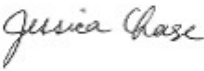
Indigenous Peoples as the framework for reconciliation.

92. We call upon the corporate sector in Canada to adopt the United Nations Declaration on the Rights of Indigenous Peoples as a reconciliation framework and to apply its principles, norms, and standards to corporate policy and core operational activities involving Indigenous peoples and their lands and resources. This would include, but not be limited to, the following:

- i. Commit to meaningful consultation, building respectful relationships, and obtaining the free, prior, and informed consent of Indigenous peoples before proceeding with economic development projects.
- ii. Ensure that Aboriginal peoples have equitable access to jobs, training, and education opportunities in the corporate sector, and that Aboriginal communities gain long-term sustainable benefits from economic development projects.



INFORMATION REPORT

TO:	Chair and Members Emergency and Community Services Committee
COMMITTEE DATE:	February 16, 2023
SUBJECT/REPORT NO:	Urban Indigenous Strategy and Indigenous Relations Updates (HSC21001(a)) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Jennifer DiDomenico (905) 546-2424 Ext. 5596
SUBMITTED BY:	Shelly Hill Manager, Indigenous Relations Team Healthy and Safe Communities Department
SIGNATURE:	
SUBMITTED BY:	Jessica Chase Director, Children's and Community Services Division Healthy and Safe Communities Department
SIGNATURE:	

COUNCIL DIRECTION

Not applicable

INFORMATION

Report HSC21001(a) provides a progress update on implementation of the Urban Indigenous Strategy and broader work in Indigenous relations for the City. There are many facets to the portfolio of the Indigenous Relations Team (IRT) including coordinating delivery of the Urban Indigenous Strategy (UIS) and progress towards its goals, developing relationships with the local Treaty Nations, and serving as an advisory and support role to City divisions. The goal of the IRT is to strengthen relationships with the Indigenous communities and to build capacity, knowledge and understanding within the organization to work effectively with Indigenous Peoples.

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**SUBJECT: Urban Indigenous Strategy and Indigenous Relations Updates
(HSC21001(a)) (City Wide) - Page 2 of 5**

Strategic Background:

- In 2004, the City ratified the [Haudenosaunee – Hamilton Red Hill Agreements](#) (PW04055) which set the foundation for a relationship between the communities to work together to fulfill our responsibilities in the Red Hill Valley via the [Joint Stewardship Board](#) (JSB)
- In the spring of 2015, Council committed to develop an Urban Indigenous Strategy in response to the 2015 Truth and Reconciliation Commission (TRC) of Canada's Final Report. The strategy was co-developed by City staff and Indigenous community partners
- In July 2019, [Hamilton's Urban Indigenous Strategy](#) (UIS) (HSC19030) was endorsed by Council which identifies actions and charts out a path to reconciliation that aims to strengthen the City's relationship with the Indigenous community
- An [Implementation Plan](#) (HSC21001) with term priorities was shared with Council in 2021
- Also in 2021, the organization shifted to a more comprehensive approach to Indigenous Relations and expanded the scope and portfolio of the UIS section to the IRT which reflects the overall work with Indigenous People (both the urban population in Hamilton as well as the Treaty Nations).

Key accomplishments:

Over the past eighteen months, significant progress has been made to build up the relationship the City has with Indigenous residents and enhance the value proposition of the Indigenous Relations Team. Some examples of the accomplishments include:

- Days of Recognition
 - using various communication tactics, learning tools, activities and events, acknowledged and honoured days of significance to the Indigenous community (National Day for Truth and Reconciliation/Orange Shirt Day, etc.)
- Indigenous Landmarks and Monuments Review
 - May 2022: Council approved [Phase 1 report](#) Honouring our Roots: Creating Space for Indigenous Voices (HSC21025(a))
 - Winter 2022: temporary interpretive signage was developed and hired two temporary staff to support Phase 2 work
- Initiated Indigenous Cultural Capacity Training with senior leadership in the organization
- Provided support to the City of Hamilton members of the Joint Stewardship Board (JSB)
- Collaborated and supported Indigenous partner agencies on community events (e.g. Indigenous Music Social)
- Took on the role of staff liaison and support to the [Indigenous Advisory Committee](#) (a Volunteer Advisory Committee to Council)

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**SUBJECT: Urban Indigenous Strategy and Indigenous Relations Updates
(HSC21001(a)) (City Wide) - Page 3 of 5**

- Continued to develop corporate-wide strategies, policies and consistent approaches to how the City engages with First Nations and other Indigenous groups regarding archaeology and environmental assessment work; including
 - Application of the Interim Archaeological Monitoring Policy
 - Creation of a Policy for Natural Heritage Monitoring
- Conducted a corporate-wide survey to understand the needs and priorities of divisions as it relates to the work of the Indigenous Relations team, and what resources and supports are required from the IRT for city-led work and initiatives;
- Development of a hybrid (centralized and decentralized) staffing model to encourage and increase the hiring of Indigenous individuals in key roles across the City, and resourcing recommendations to ensure the City has adequate resources and the organizational structure to support the implementation of the UIS and other Indigenous Relations priorities.

Additional initiatives and details on these achievements are attached as Appendix “A” to Report HSC21001(a).

Priorities for 2023:

Recognizing that the UIS is a significant strategy and implementation will be ongoing, work on the Actions has been prioritized within the UIS Implementation Plan Work Groups. Following are some key areas of focus for this year.

- **Cultural Capacity Training**

To build their cultural understanding, municipal staff and elected officials need education about Indigenous Peoples, history, treaties and Aboriginal rights. During the development of the UIS, this was identified as one of the most important TRC Calls to Action for the City of Hamilton to implement. Training for the newly elected Council is being planned for Q2 of 2023. Continuing with what was initiated with the Senior Leadership Team in late 2022, cultural capacity training is targeted to be rolled out to the organization more broadly, with a focus on people leaders in 2023.

- **Indigenous Landmarks and Monument Review**

Phase 2 of the project is underway with the interim interpretive signage being installed at each of the priority sites by spring 2023. The new Indigenous Curator and Indigenous Community Outreach Coordinator, roles developed through Phase 1 of the review, and now successfully recruited, will initiate consultation with the Indigenous and non-Indigenous community, along with a public education campaign on Indigenous histories of the area.

- **Indigenous Relations Staffing Model**

As the City moves forward with implementation of the UIS and its commitment to strengthening relationships with the Indigenous community, there is significant need to provide adequate support for this work, and additional staffing resources are required.

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**SUBJECT: Urban Indigenous Strategy and Indigenous Relations Updates
(HSC21001(a)) (City Wide) - Page 4 of 5**

An internal survey was conducted to inform priorities and resourcing for the IRT. The findings are that there is an increased level of support needed across the organization (such as advice on consultation, staff development, protocols, creation of policy/programs, etc.). A business case for permanent resourcing and director-level leadership in the Indigenous Relations team is before Council for consideration during the 2023 budget deliberations. In 2023, the IRT will also continue to work closely with Human Resources to develop and implement recruitment and retention best practices aimed at increasing and supporting Indigenous staff. This will also include the development of a community of practice for staff working on the various actions within the UIS.

- **Indigenous Advisory Committee**

The IRT will work with the Indigenous community in Hamilton to establish a new Indigenous Advisory Committee for the 2022-2026 term of Council. Although managed independently, the recruitment and selection process will coincide with recruitment for the Volunteer Advisory Committees overseen by Clerks.

- **Relationship Agreements**

Work is underway to improve the City's relationships with each of the Treaty Nations more broadly. The development of relationship agreements or friendship accords with each of the Treaty Nations will be a priority in 2023. This will include relationship agreements with the Mississaugas of the Credit First Nation, Six Nations of the Grand River, Haudenosaunee Confederacy Chiefs Council, and Huron-Wendat Nation.

- **Natural Heritage Monitoring**

Regarding First Nations' engagement with Environmental Assessment projects, the working group anticipates bringing recommendations on a policy and procedure on Natural Heritage assessments to Council in the latter half of 2023. This work builds on the success and learnings from the Indigenous Archaeological Monitoring Policy already established and will align closely with the development of relationship agreements.

The key priorities are designed to address the TRC as well as the Report on Missing and Murdered Indigenous Women and Girls (MMIWG) which is outlined in Appendix "B" to Report HSC21001(a).

The City of Hamilton together with Indigenous and non-Indigenous residents, and neighboring Treaty Nations is continuing on a journey to reconciliation that will honour the history, knowledge, rights, languages and cultures of Indigenous Peoples. This work requires ongoing commitment to strengthening relationships and adequate support of resources towards our desired outcomes.

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**SUBJECT: Urban Indigenous Strategy and Indigenous Relations Updates
(HSC21001(a)) (City Wide) - Page 5 of 5**

APPENDICES AND SCHEDULES ATTACHED

Appendix "A" to Report HSC21001(a) - Updates on initiatives in the Indigenous Relations portfolio

Appendix "B" to Report HSC21001(a) - Urban Indigenous Strategy Alignment



INFORMATION REPORT

TO:	Mayor and Members City Council
COMMITTEE DATE:	February 16, 2023
SUBJECT/REPORT NO:	Canada-Wide Early Learning and Child Care Update (HSC22035(a)) (City-Wide)
WARD(S) AFFECTED:	City-Wide
PREPARED BY:	Brenda Bax (905) 546-2424 ext. 4120
SUBMITTED BY:	Jessica Chase Director, Children's and Community Services Division Healthy and Safe Communities Department
SIGNATURE:	<i>Jessica Chase</i>

COUNCIL DIRECTION

N/A

INFORMATION

On March 28, 2022, the Province of Ontario signed the Canada-Wide Early Learning and Child Care (CWELCC) agreement with the federal government. The system is designed to support Ontario's children, families, employers, and the child care sector to provide high-quality, affordable, accessible, and inclusive licensed child care programs. The CWELCC agreement will provide funding to reduce child care fees for families with children 0 to 6 years of age to an average of \$12/day by September 2025. Both 2022 and 2023 are considered transitional years while the Ministry works with partners to create a new funding formula across the province. In 2022, the priorities focused on encouraging licensed child care programs to opt into CWELCC and reducing fees for families. In 2023, the priorities are implementation of a further reduction in fees for families, increasing workforce compensation for eligible staff and expansion of child care spaces.

The City of Hamilton, in its role as the Consolidated Service System Manager, continues to partner with the Ontario Ministry of Education to implement the CWELCC system at the local level. CWELCC funding aligns with the Children's and Community Services Divisional (CCSD) priorities, including:

- COVID-19 recovery and sustainability of the early years and child care system
- Supporting child care affordability for families
- Retention, recognition, and well-being of the early years workforce

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**SUBJECT: Canada-Wide Early Learning and Child Care Update (HSC22035(a))
(City-Wide) - Page 2 of 5**

- Strengthening the early years and child care system to include the needs of all families and children, focusing on equity, diversity, and inclusion

Licensed child care operators were required to opt in or opt out of the CWELCC system by November 1, 2022. Currently, 96% of eligible child care operators have opted in, as shown below:

Total Eligible Child Care Operator locations (Includes both centre-based and licensed home childcare agencies)	223
Eligible Child Care Operator locations opted-in	215
Eligible Child Care Operator locations that opted-out	8

The full list of all locations and their CWELCC status is available on our website: www.hamilton.ca/affordablechildcare.

Fee Reduction for Families

In late 2022, CCSD provided funding to child care operators to issue a 25% rebate for the costs of child care to eligible families, backdated to April 1, 2022. This resulted in a savings of approximately \$3,600/child in 2022.

As of December 31, 2022, parent fees were further reduced by 37%. This is an estimated annual savings of approximately \$9,100/child for families.

CCSD provides financial assistance towards the cost of child care through the Fee Subsidy program [Financial Support for Child Care](#) and eligibility is determined through an income test. Families with a daily parental contribution also received a 25% rebate backdated to April 1, 2022, and had a further reduction of 25% on December 31, 2022. The fee subsidy budget supports an average of 4,200 children monthly. In 2022, approximately 20% of these 4,200 children had a daily parental contribution.

In the spring of 2023, families will be surveyed to understand how the reduced child care fees benefited them.

Workforce Compensation

Across the province, the early years and child care sector continues to experience recruitment and retention challenges with Registered Early Childhood Educators (RECEs). A high-quality early years and child care system requires a comprehensive human resources workforce strategy, including fair compensation for RECEs. Currently, RECEs that work in the early years and child care sector earn an average of \$22.45/hour in Hamilton, compared to RECEs that work for the school boards which make an average of \$27/hour.

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**SUBJECT: Canada-Wide Early Learning and Child Care Update (HSC22035(a))
(City-Wide) - Page 3 of 5**

CWELCC workforce compensation funding will be used to increase hourly wages of RECEs working in licensed child care. In 2022, the Ontario Ministry of Education established an \$18/hour wage floor for RECEs and a \$20/hour wage floor for supervisors. Going forward, RECEs and supervisors will receive a \$1 per hour wage increase each year from 2023 to 2026, up to a maximum of \$25/hour.

Throughout 2023, CCSD will continue to develop strategies which sustain, enhance, expand, and attract a high-quality early years workforce. Examples include a marketing strategy and two professional development days.

Access, Inclusion and Expansion

In December 2022, the Ontario Ministry of Education released a draft 'Access and Inclusion Framework alongside Notional Space Targets'. As a part of the CWELCC agreement, this prioritizes the expansion of new child care spaces with a strong focus on inclusion and equity.

The provincial and federal agreement also includes a commitment of 86,000 new child care spaces across Ontario by December 2026, including 15,000 spaces which were previously committed in schools.

The Ontario Ministry of Education is using a directed growth approach to create affordable child care spaces in communities with populations who need them most. CCSD is developing a plan to determine the best approach for child care space expansion in Hamilton between 2023 to 2026. A CWELCC space reporting template has been submitted to the Ontario Ministry of Education to support expansion planning, attached as Appendix B to this report. The Ministry will provide feedback and approval in the spring and will provide funding to support the operational costs of the new spaces as well as capital start up grants for community-based spaces.

Going forward, new child care operators or those that did not previously opt into CWELCC, will need to align with the local child care space expansion plan which identifies priority areas based on child care needs and demands across the city, should they wish to participate in the CWELCC program.

Child care expansion will focus on children with special needs, families with low income, those who are most vulnerable, children from diverse communities, Francophones, and Indigenous children. As with other areas of CWELCC, the expansion is focused on providing Hamilton families with high-quality, affordable, and inclusive child care in priority neighbourhoods.

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**SUBJECT: Canada-Wide Early Learning and Child Care Update (HSC22035(a))
(City-Wide) - Page 4 of 5**

The following table provides an overview of the Ontario Ministry of Education's additional allocation of child care spaces for the City of Hamilton for 2022 - 2026.

Timelines	School Based Allocation	Community Based Allocation	Total
2022	49	146	195
2023	196	180	376
2024	49	333	382
2025	49	295	344
2026	0	220	220
Total	343	1174	1517

In the month of January, we consulted with the following early years partners:

- Equity and Engagement Advisory Committee
- CMSM Advisory Committee
- Special Needs Resource Committee
- School Boards
- Francophone Service Providers
- Indigenous Service Provider

With their input, we have requested an additional 237 spaces pending ministry approval. In addition to ongoing consultation with the partners listed above, we will be implementing outreach measures to ensure we can hear from the families and communities that the Access and Inclusion framework is intended to serve. This requires a phased approach, ongoing consultation with key partners and continued collaboration with the child care community to inform access and inclusion at each level of planning.

The early analysis has demonstrated a need to start with four wards acknowledging that all wards have diversity and require a deeper review and a phased approach to ensure that we are meeting the needs of each neighbourhood within that ward. To start, in 2023, CCSD will focus on:

1. Ward 6: East Mountain
2. Ward 7: Central Mountain
3. Ward 3: Hamilton Centre
4. Ward 4: East Lower Hamilton

In addition to meaningful engagement and enhanced data collection, we will be embedding these guiding principles into our access and inclusion plans:

- Equity, diversity, inclusion and belonging,
- Charter of Rights for Children and Youth,

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**SUBJECT: Canada-Wide Early Learning and Child Care Update (HSC22035(a))
(City-Wide) - Page 5 of 5**

- How Does Learning Happen, and
- Hamilton's Early Years Quality Program.

Appendix "A" attached to this report outlines current Access to Licensed Child Care in Hamilton.

Appendix "B" attached to this report is a copy of the CWELCC Space Reporting Template which has been submitted to the Ministry of Education for approval. Target spaces have been allocated across all wards proportionally based on current access rates and various socio-economic factors such as low-income families, children with disabilities, Francophone, Indigenous families, Black and other racialized children, new immigrants, and overall Early Development Instrumental vulnerabilities. Through further consultation with community partners, staff will further refine these priorities moving forward, including specific neighbourhoods where needs are greatest.

CWELCC Next Steps

The City plays an important role in ensuring child care expansion is implemented in a sustainable way that focuses on quality and meeting the needs of all families.

As a part of Hamilton's [Early Years Community Plan](#) engagement will continue to occur with all relevant stakeholders to support the local implementation of CWELCC. These consultations will help inform an update the Early Years Community Plan in the spring of 2023.

APPENDICES AND SCHEDULES ATTACHED

Appendix "A" to Report HSC22035(a): Access to Licensed Child Care in Hamilton.
Appendix "B" to Report HSC22035(a): CWELCC Space Reporting Template

Access to Licensed Child Care in Hamilton

Appendix A to Report (HSC22035(a))

Page 1 of 1

The Ministry of Education's draft Access and Inclusion framework includes a provincial goal of 37% access rate to child care. This is equivalent to there being one child care space available for every 2.7 children aged 0-5.

The chart below outlines the access to licensed child care per ward across the City of Hamilton for infant, toddler and pre-school aged children. The access rate percentage is defined by the total number of licensed child care spaces divided by the population.

Ward	Estimated Population by Age Group			Total population	Total # of Child Care Operators			Licensed Capacity		
	Infant	Toddler	Pre-school		Centre-based	Home-based	Total operators	Infants: Access Rate %	Toddlers: Access Rate %	Pre-school: Access Rate %
Ward 1	405	268	433	1106	17	2	19	12.8%	59.3%	64.7%
Ward 2	523	313	385	1221	12	10	22	13.4%	49.5%	83.6%
Ward 3	743	493	705	1941	13	8	21	4.0%	30.5%	37%
Ward 4	630	410	615	1655	14	8	22	3%	17%	33%
Ward 5	655	433	628	1716	11	16	27	7%	30%	42%
Ward 6	598	406	593	1597	13	16	29	0%	9%	18%
Ward 7	713	468	710	1891	15	13	28	1%	21%	34%
Ward 8	500	353	548	1401	22	19	41	0%	47%	72%
Ward 9	555	378	548	1481	18	21	39	9%	52%	70%
Ward 10	530	355	580	1465	14	1	15	11%	52%	53%
Ward 11	555	388	558	1501	9	3	12	4%	17%	32%
Ward 12	603	441	698	1742	18	6	24	6%	36%	58%
Ward 13	395	285	405	1085	12	1	13	0%	39%	45%
Ward 14	470	318	493	1281	18	8	26	15%	67%	102%
Ward 15	523	363	510	1396	20	2	22	15%	59%	80%

Infant = 0 to 18 months

Toddlers = 18 to 30 months

Preschool = 30 months to 6 years

CWELCC Space Reporting Template

Appendix B to Report (HSC22035(a))

Page 1 of 7

CMSM/DSSAB: City of Hamilton

On behalf of the above CMSM/DSSAB, I confirm that the **City of Hamilton** will make every effort to open **1,028** new spaces between 2023 and 2026 under the CWELCC system, consisting of a total **343** school-based spaces [a] and **1,174** community-based spaces [b]. These totals include spaces that opened in 2022.

	2022	2023	2024	2025	2026
School-based Spaces [a]	49	196	49	49	-
Community-based Spaces [b]	146	180	333	295	220
Total Spaces [a + b]	195	376	382	344	220

The **City of Hamilton** will make every effort to achieve the community-based spaces targets in the following priority neighborhoods/areas of our CMSM/DSSAB.

Name of priority neighborhoods/areas	Check communities the new spaces will serve (Choose all that apply)	# of spaces to be opened	
		Community-based	School-based
Priority Neighbourhood #1: Ward 6 (East Mountain)	<input checked="" type="checkbox"/> Low-Income families <input checked="" type="checkbox"/> Children with disabilities and children needing enhanced or individual supports <input checked="" type="checkbox"/> Francophone <input checked="" type="checkbox"/> Indigenous children <input checked="" type="checkbox"/> Black children <input checked="" type="checkbox"/> Other racialized children (please specify: Visible Minorities) <input checked="" type="checkbox"/> New Immigrants	101	49
Priority Neighbourhood #2: Ward 7 (Central Mountain)	<input checked="" type="checkbox"/> Low-Income families <input checked="" type="checkbox"/> Children with disabilities and children needing enhanced or individual supports <input checked="" type="checkbox"/> Francophone <input checked="" type="checkbox"/> Indigenous children <input checked="" type="checkbox"/> Black children	98	

CWELCC Space Reporting Template

Appendix B to Report (HSC22035(a))

Page 2 of 7

	<input checked="" type="checkbox"/> Other racialized children (please specify: Visible Minorities) <input checked="" type="checkbox"/> New Immigrants		
Priority Neighbourhood #3: Ward 3 (Hamilton Centre)	<input checked="" type="checkbox"/> Low-Income families <input checked="" type="checkbox"/> Children with disabilities and children needing enhanced or individual supports <input checked="" type="checkbox"/> Francophone <input checked="" type="checkbox"/> Indigenous children <input checked="" type="checkbox"/> Black children <input checked="" type="checkbox"/> Other racialized children (please specify: Visible Minorities) <input checked="" type="checkbox"/> New Immigrants	98	49
Priority Neighbourhood #4: Ward 4 (East Lower Hamilton)	<input checked="" type="checkbox"/> Low-Income families <input checked="" type="checkbox"/> Children with disabilities and children needing enhanced or individual supports <input checked="" type="checkbox"/> Francophone <input checked="" type="checkbox"/> Indigenous children <input checked="" type="checkbox"/> Black children <input checked="" type="checkbox"/> Other racialized children (please specify: Visible Minorities) <input checked="" type="checkbox"/> New Immigrants	90	
Priority Neighbourhood #5: Ward 11 (Glanbrook)	<input checked="" type="checkbox"/> Low-Income families <input checked="" type="checkbox"/> Children with disabilities and children needing enhanced or individual supports <input checked="" type="checkbox"/> Francophone <input checked="" type="checkbox"/> Indigenous children	81	

CWELCC Space Reporting Template

Appendix B to Report (HSC22035(a))

Page 3 of 7

	<input checked="" type="checkbox"/> Black children <input checked="" type="checkbox"/> Other racialized children (please specify: Visible Minorities) <input checked="" type="checkbox"/> New Immigrants		
Priority Neighbourhood #6: Ward 5 (Redhill)	<input checked="" type="checkbox"/> Low-Income families <input checked="" type="checkbox"/> Children with disabilities and children needing enhanced or individual supports <input checked="" type="checkbox"/> Francophone <input checked="" type="checkbox"/> Indigenous children <input checked="" type="checkbox"/> Black children <input checked="" type="checkbox"/> Other racialized children (please specify: Visible Minorities) <input checked="" type="checkbox"/> New Immigrants	81	49
Priority Neighbourhood #7: Ward 13 (Dundas)	<input checked="" type="checkbox"/> Low-Income families <input checked="" type="checkbox"/> Children with disabilities and children needing enhanced or individual supports <input checked="" type="checkbox"/> Francophone <input checked="" type="checkbox"/> Indigenous children <input checked="" type="checkbox"/> Black children <input checked="" type="checkbox"/> Other racialized children (please specify: Visible Minorities) <input checked="" type="checkbox"/> New Immigrants	77	
Priority Neighbourhood #8: Ward 2 (Downtown)	<input checked="" type="checkbox"/> Low-Income families <input checked="" type="checkbox"/> Children with disabilities and children needing enhanced or individual supports <input checked="" type="checkbox"/> Francophone	64	

CWELCC Space Reporting Template

Appendix B to Report (HSC22035(a))

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	<input checked="" type="checkbox"/> Indigenous children <input checked="" type="checkbox"/> Black children <input checked="" type="checkbox"/> Other racialized children (please specify: Visible Minorities) <input checked="" type="checkbox"/> New Immigrants		
Priority Neighbourhood #9: Ward 8 (West-Central Mountain)	<input checked="" type="checkbox"/> Low-Income families <input checked="" type="checkbox"/> Children with disabilities and children needing enhanced or individual supports <input checked="" type="checkbox"/> Francophone <input checked="" type="checkbox"/> Indigenous children <input checked="" type="checkbox"/> Black children <input checked="" type="checkbox"/> Other racialized children (please specify: Visible Minorities) <input checked="" type="checkbox"/> New Immigrants	60	
Priority Neighbourhood #10: Ward 12 (Ancaster-Flamborough West)	<input checked="" type="checkbox"/> Low-Income families <input checked="" type="checkbox"/> Children with disabilities and children needing enhanced or individual supports <input checked="" type="checkbox"/> Francophone <input checked="" type="checkbox"/> Indigenous children <input checked="" type="checkbox"/> Black children <input checked="" type="checkbox"/> Other racialized children (please specify: Visible Minorities) <input checked="" type="checkbox"/> New Immigrants	60	
Priority Neighbourhood #11: Ward 9 (Upper Stoney Creek)	<input checked="" type="checkbox"/> Low-Income families <input checked="" type="checkbox"/> Children with disabilities and children needing enhanced or individual supports	55	98

CWELCC Space Reporting Template

Appendix B to Report (HSC22035(a))

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	<input checked="" type="checkbox"/> Francophone <input checked="" type="checkbox"/> Indigenous children <input checked="" type="checkbox"/> Black children <input checked="" type="checkbox"/> Other racialized children (please specify: Visible Minorities) <input checked="" type="checkbox"/> New Immigrants		
Priority Neighbourhood #12: Ward 1 (Chedoke-Cootes)	<input checked="" type="checkbox"/> Low-Income families <input checked="" type="checkbox"/> Children with disabilities and children needing enhanced or individual supports <input checked="" type="checkbox"/> Francophone <input checked="" type="checkbox"/> Indigenous children <input checked="" type="checkbox"/> Black children <input checked="" type="checkbox"/> Other racialized children (please specify: Visible Minorities) <input checked="" type="checkbox"/> New Immigrants	51	
Priority Neighbourhood #13: Ward 10 (Lower Stoney Creek)	<input checked="" type="checkbox"/> Low-Income families <input checked="" type="checkbox"/> Children with disabilities and children needing enhanced or individual supports <input checked="" type="checkbox"/> Francophone <input checked="" type="checkbox"/> Indigenous children <input checked="" type="checkbox"/> Black children <input checked="" type="checkbox"/> Other racialized children (please specify: Visible Minorities) <input type="checkbox"/> New Immigrants	47	
Priority Neighbourhood #14: Ward 14 (Far West Mountain)	<input checked="" type="checkbox"/> Low-Income families <input checked="" type="checkbox"/> Children with disabilities and children needing	44	

CWELCC Space Reporting Template

Appendix B to Report (HSC22035(a))

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	enhanced or individual supports <input checked="" type="checkbox"/> Francophone <input checked="" type="checkbox"/> Indigenous children <input checked="" type="checkbox"/> Black children <input checked="" type="checkbox"/> Other racialized children (please specify: Visible Minorities) <input checked="" type="checkbox"/> New Immigrants		
Priority Neighbourhood #15: Ward 15 (Flamborough East-Waterdown)	<input checked="" type="checkbox"/> Low-Income families <input checked="" type="checkbox"/> Children with disabilities and children needing enhanced or individual supports <input checked="" type="checkbox"/> Francophone <input checked="" type="checkbox"/> Indigenous children <input checked="" type="checkbox"/> Black children <input checked="" type="checkbox"/> Other racialized children (please specify: Visible Minorities) <input checked="" type="checkbox"/> New Immigrants	21	98
Total		1,028	
<p style="text-align: center;">**DISCLAIMER: please be advised that more in-depth analysis and mapping will follow the submission of this template to determine specific neighbourhoods (City Planning Units) within the identified City Wards where targeted space expansion will be most beneficial for our communities – we estimate the total # of spaces identified in each Ward to remain the same, but will specify which neighbourhood these spaces are to be created, including License Home Child Care.</p>			

The number of child care spaces noted above both in community settings and school buildings may be subject to approval from the Ministry of Education.

CWELCC Space Reporting Template

Appendix B to Report (HSC22035(a))

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The City of Hamilton is requesting an increased allocation of child care spaces as outlined in the chart below.

Increased Space Allocation Request

Targeted Growth Audience	Community-based	School-based
Indigenous	49	
Francophone		62
Low-Income families, Children with disabilities and children needing enhanced or individual supports, Black children, New Immigrants, Other racialized children (please specify: Visible Minorities)		126

City of Hamilton



Date: January 2023


Name: Jessica Chase

Title: Director



Hamilton

INFORMATION REPORT

TO:	Chair and Members Emergency and Community Services Committee
COMMITTEE DATE:	February 16, 2023
SUBJECT/REPORT NO:	Ontario Works and the Impacts of Provincial Social Assistance Reform (HSC23010) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Erica Brimley (905) 546-2424 ext. 4815 Terry Quinn (905) 546-2424 ext. 3080
SUBMITTED BY:	Bonnie Elder Director, Ontario Works Division Healthy and Safe Communities Department
SIGNATURE:	

COUNCIL DIRECTION

Not applicable

INFORMATION

Report HSC23010 provides an overview of changes being implemented by the Ministry of Children, Community and Social Services (MCCSS) to transform and modernize the delivery of social assistance in Ontario.

This Report briefly summarizes some positive changes including:

- the MyBenefits mobile application for Ontario Works clients;
- electronic document management;
- a stability support focus in case management

and focuses on challenges that exist with some of the changes underway, including:

- a multi-step application process for many clients;
- workload impacts for employees of Hamilton Ontario Works division; and
- budget pressures with frozen funding levels.

Background:

In July 2018, MCCSS released the Social Assistance Recovery and Renewal Plan (Renewal Plan) with intentions to implement a new social assistance program to improve on

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SUBJECT: Ontario Works and the Impacts of Provincial Social Assistance Reform (HSC23010) (City Wide) - Page 2 of 5

the existing “patchwork” system for clients and administrators. Key deliverables of the Renewal Plan included a focus on improving access to person-centred services, developing new digital tools, and creating modern service options to process financial assistance faster.

On Feb 11, 2021, MCCSS outlined a renewed long-term vision for Social Assistance transformation in Ontario. Key elements of the vision include maintaining person-centred services within municipalities to better support life stabilization and improved outcomes, and a shift of some administrative services from municipal to provincial accountability, where such services were determined to have the potential to benefit from further automation by the Province.

Several significant changes introduced by the Renewal Plan have been implemented within Hamilton. These include:

- **Employment Services Transformation (EST):** February 2019, the Province announced its plan to transform Ontario’s employment services by introducing a new model to manage the Employment Services System for social assistance recipients and in 2020, delivery responsibility of employment services was transferred to a private consortium to act as the service system manager. The City of Hamilton no longer has accountability for employment and training services as of October 2020
- **Technology enablers:**
 - **Electronic Document Management (EDM):** A switch to EDM fully digitized client case files to make service delivery faster, simpler, and more effective for clients and staff, it provides case managers with instant access to case related documents electronically. This allowed the closure of three file rooms within OW
 - **MyBenefits:** MyBenefits is an electronic application that allows OW clients to submit routine information and updates to their case manager electronically and receive messages in a secure manner. It allows clients to reduce trips to our office to submit required periodic paperwork and has been adopted by over 60% of local clients.
 - **Reloadable Payment Card:** A reloadable payment card option to reduce the number of cheques issued monthly to clients without bank accounts.
- **Stability Support Focus:** Case managers spend time supporting clients through crisis. Their focus is on stability supports and developing a person-centred goal-based plan leading to employment, and since January 2021 Case Managers have access to flexible funds that can be used to help clients realize their employment goals.

Centralized Intake:

In addition to the changes listed above, in November 2020, MCCSS introduced a Centralized Intake application process in seven prototype sites across the province, including Hamilton. The process includes a new, online platform to apply for social assistance and provides initial automatic payments to those in need. The intent was to

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SUBJECT: Ontario Works and the Impacts of Provincial Social Assistance Reform (HSC23010) (City Wide) - Page 3 of 5

process applications quicker and reduce paperwork for front line caseworkers, giving them more time to support to focus on stability supports for their clients.

Key changes from the previous application process included:

- A commitment of approximately 70% of applications for Ontario Works financial assistance to be processed by the provincial Intake and Benefits Administration Unit (IBAU) using new digital tools. The goal is to reduce the number of documents the applicant needs to provide at time of application and is intended to get them financial assistance faster.
- Eligibility decisions are automated using a Risk Based Eligibility Determination (RBED) system. Applicants who are deemed eligible will begin to receive financial assistance immediately.
- Applicants are then assigned by the IBAU provincial staff to the local OW office for follow-up. Local case managers (our Hamilton Ontario Works staff) are then required to complete a post-grant verification to confirm the accuracy of client-provided information included in the original application. Case managers are also required to complete several additional forms with the client and begin person-centred case management services that focus on stability supports.
- All applications the Ministry determines to be too high risk or more complex, through RBED, are also referred to the local municipality for immediate verification and an eligibility decision.

The Province has indicated that this automated and Centralized Intake process should result in a more streamlined granting process, however these benefits are not yet evident, and several issues remain that impact the client and our Ontario Works division:

Client Service Issues

The involvement of two separate groups (IBAU and the local office) to fully qualify the applicant for ongoing benefits negatively impacts clients, in the following ways:

- Only 56% percent of applications are processed by IBAU as intended by the new process. IBAU is unable to complete 44% of applications submitted by clients; clients who apply online and are unable to complete their application using the Social Assistance Digital Application (SADA) are referred to the local office for application completion and signature. This results in the client having to start the process over again and generally results in a delay to the client receiving assistance.
- Two Step Process: Being granted initial benefits from IBAU then requiring verification of information by the local office creates a two-step process to determining eligibility. This results in clients having to tell their story multiple times.
- Outsourced Telephone Support: Provincially, Service Ontario responds to telephone questions from Social Assistance applicants, however many of these calls are then being redirected to Hamilton Ontario Works local office, increasing client frustration.

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SUBJECT: Ontario Works and the Impacts of Provincial Social Assistance Reform (HSC23010) (City Wide) - Page 4 of 5

- Reductions to Financial Assistance: If clients provide incorrect or incomplete information at the time of application, the level of financial assistance initially granted by IBAU may need to be reduced at the local office. Overpayments that require repayment by the client or cancellation of the first payment can result. The related added workload is also borne by the local office and our staff.
- Suspension of benefits: If clients are unable to provide documents that corroborate the information they provided in the original application; their benefits must be suspended by the local office according to legislation. In some instances, these cases are closed, and repayment of benefits by the client is required, and this follow up action and workload are the responsibility of the local office.

Staff Workload Issues

On November 26, 2020, as part of the launch of the new Centralized Intake process, MCCSS communicated that the process would reduce the administrative burden for staff allowing them to focus on value-added results for people, rather than paperwork. While the nature of local staff involvement in the application process has changed, there has not been any significant reduction in time or effort. Examples of ongoing involvement not considered in the Centralized Intake concept include:

- Application Assistance: Hamilton staff actively support the referral of clients to the online Social Assistance Digital Application (SADA). This includes our staff warm-transferring phone calls, assisting with completing the online application and troubleshooting issues on behalf of clients with IBAU staff.
- High Referral Back to Local Staff: Although 85% of applicants applying for social assistance are using the on-line SADA application, 44% of these applications (October 2022) are subsequently referred back to the local office due to risk or complexity. The local work associated with these referred cases requires staff time to determine eligibility.
- Increased Use of Emergency Assistance: The Centralized Intake process has appropriately left Emergency Assistance applications with the local municipality. However, since the introduction of the Centralized Intake process, the number of clients applying for Emergency Assistance has increased significantly. On average, over 95% of applicants who apply do not qualify for Emergency Assistance. Staff redirect these individuals to apply for regular OW benefits through the Centralized Intake application process where they need to begin the process again and tell their story again. This results in frustration for applicants, a delay in benefits for those who ultimately qualify and the unnecessary increase in staff resources used to triage and deny these Emergency Applications.
- Significant workload associated with post grant work: The ongoing local responsibility for applications and post grant work to verify client provided information continues to be a significant workload. We do not anticipate any short-term time savings with this work.

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SUBJECT: Ontario Works and the Impacts of Provincial Social Assistance Reform (HSC23010) (City Wide) - Page 5 of 5

The last formal communication received from MCCSS regarding Social Assistance renewal was in a staff newsletter received on February 3, 2022. At that time, MCCSS indicated they were close to sharing a new model for social assistance. Ontario Works leadership has repeatedly asked MCCSS for updates on Social Assistance renewal however no response has been received to date.

Hamilton Ontario Works Division leadership continues to communicate concerns through the Ontario Municipal Social Services Association (OMSSA) and to MCCSS directly, including suggested changes and updates to the Centralized Intake process that could work toward resolving the client service and workload issues identified. No response has been received from MCCSS to date.

Despite the challenges presented with social assistance reform and the lack of clear direction from MCCSS while working within a draft policy framework that lacks significant detail, Ontario Works staff continue to focus on providing a person-centred service to support clients with their goals to employment.

Budget Pressures

Ontario Works continues to operate with 2018 funding levels from the Province. Savings associated with the implementation of EST, EDM and other Social Assistance reforms have been consumed by inflationary pressures since these changes were implemented. To date, OW Hamilton has not experienced any savings from Centralized Intake, and in fact the decreased ratio of support from the intended 50/50 cost share creates a 1.5M pressure for Ontario Works as shared with Council during the 2023 budget process. We continue to communicate that it is important that provincial funding contributions keep pace with municipal requirements until the full impact of Social Assistance Reform is communicated, implemented, and understood. We believe that the Province anticipated savings at the local level and justifies the static funding on this basis, however savings have not been realized.

APPENDICES AND SCHEDULES ATTACHED

None

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INFORMATION REPORT

TO:	Chair and Members Emergency and Community Services Committee
COMMITTEE DATE:	February 16, 2023
SUBJECT/REPORT NO:	Update on Health Partnerships to Pursue Increase to Permanent Supportive Housing Options (HSC23013) (City Wide) (Outstanding Business List Item)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Vanessa Parlette (905) 546-2424 Ext. 3863 Nadia Zelisko (905) 546-2424 Ext. 2548
SUBMITTED BY:	Michelle Baird Director, Housing Services Division Healthy and Safe Communities Department
SIGNATURE:	<i>Michelle Baird</i>

COUNCIL DIRECTION

Emergency and Community Services Committee directed at their meeting of December 9, 2021 "That staff report back to the Emergency and Community Services Committee in January 2022 on the current efforts in dealing with the Ontario Health Team with regards to increasing funding for supportive housing in Hamilton."

INFORMATION

Housing Services Division is actively building relationships with health sector partners to develop evidence-based models for delivering and funding low barrier supportive housing to clients of the homeless-serving system. There is an enormous gap in Hamilton supporting people with the highest complexity of needs. For about 10% of those accessing the homelessness system, or about 150 people currently, there are no funded homelessness support programs that are equipped to provide the level of supports needed to address the multitude of health and system barriers they face to securing stable housing. Many people with a very high level of acuity will require ongoing intensive mental and physical health supports, often in the form of permanent

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SUBJECT: Update on Health Partnerships to Pursue Increase to Permanent Supportive Housing Options (HSC23013) (City Wide) - Page 2 of 3

supportive housing, in order to meet their daily needs and work towards improved well-being through housing and life stability.

The limited supply of supportive housing that does exist in Hamilton is primarily funded by and administered through the Ministry of Health and healthcare providers who are transfer payment agencies with Ontario Health. This means that the homeless-serving system does not have direct access to this essential resource for people accessing the homelessness system who present with the highest levels of acuity. Having said that, in 2022, Hamilton's homeless-serving system supported 345 individuals with mid and high levels of acuity to secure stable housing through intensive case management, rapid rehousing, and transitional living programs. This was achieved with funding through \$4,432,703 in Reaching Home investment for 2022/23 and \$488,720 for transitional housing through the provincial Homelessness Prevention program. However, in a given year there are approximately 200 people experiencing homelessness who require more intensive place-based health supports that are not eligible under homelessness funding programs.

Housing Services Division has undertaken the following initiatives to establish expanded availability and access to permanent supportive housing for those in our community who are most vulnerable. In all of these initiatives, the Coalition for Hamilton's Indigenous Leadership and Indigenous partners are engaged in the development of priorities, policies, and programs.

- In February 2022, Housing Services Division collaborated with the Hamilton Anchor Institutions Leadership and health sector partners to submit a proposal to the Ministry of Health and the Associate Ministry of Mental Health and Addiction for 100 units of supportive housing. A follow up letter of advocacy was sent at the end of October 2022 to the Minister of Municipal Affairs and Housing, Minister of Health, and Associate Minister of Mental Health and Addiction. This is one action in a series of government relations efforts the City has undertaken as a result of our provincial priorities and wider government relations strategy.
- Identified within the City's Government Relations Strategy is an emphasis on further advocacy at both the provincial and federal-level regarding permanent, supportive housing for Hamiltonians with the highest and most complex needs.
- The City of Hamilton is also working in partnership with Good Shepherd to renovate a property and develop the program structure to offer permanent housing with supports for 73 women, transgender, and non-binary individuals experiencing homelessness in Hamilton. This is the first time the City has funded permanent supportive housing with oversight to ensure all units are made available through the homeless-serving sector in the first half of 2023 (HSC22047).
- The Integrated Supports Pilot (ISP), partially funded by the province, was launched in January 2021 as a partnership between City of Hamilton, St. Joseph's Hospital Hamilton (SJHH), and Canadian Mental Health Association

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SUBJECT: Update on Health Partnerships to Pursue Increase to Permanent Supportive Housing Options (HSC23013) (City Wide) - Page 3 of 3

(CMHA) Hamilton Branch with the aim to stabilize housing for 15 individuals experiencing chronic homelessness with high acuity mental illness and/or substance use disorder through coordination of clinical and non-clinical supports. Through this pilot, City of Hamilton has offered subsidized housing in the form of rent geared to income units at Vanier Towers or a portable housing subsidy along with support from City-funded Housing First Intensive Case Management provided through: Aboriginal Housing Services, now transitioned to Hamilton Regional Indian Centre; Good Shepherd Centre Hamilton; Mission Services; and Wesley Urban Ministries. SJHH has contributed clinical staff support for occupational therapy, mental health, and addictions with a lead social worker to convene care coordination. CMHA has contributed peer support workers and nursing care. Clients of this pilot program are people who would otherwise not be adequately supported through any of these programs independently.

- Through the incremental increase to federal Reaching Home funding received for the 2022-2023 fiscal year (HSC22032), the City of Hamilton has been able to temporarily fund a part time Nurse Practitioner, Mental Health Worker, Harm Reduction Worker, and Registered Nurse as part of Good Shepherd's housing first Intensive Case Management and Rapid Re-Housing programs through to March 31, 2023. These positions will provide the health supports essential for approximately 15-20 clients to attain and maintain housing.

Beyond those specific initiatives, Housing Services Division is engaging in ongoing conversations with Ontario Health West, and health partners through the Greater Hamilton Health Network to explore potential to bring health supports into existing and new housing units. Staff from Healthy and Safe Communities, including representatives from Public Health Services, Housing Services and Hamilton Paramedic Services sit on various GHHN working tables to further these and related discussions regarding required resourcing and program and service enhancement opportunities for Hamiltonians requiring health, human and social service supports.

The Housing Services Division also remains in close contact with the Government Relations Division in order to ensure advocacy, strategy and alignment within existing initiatives and further identification of opportunities to collaborate on innovative solutions with provincial and federal counterparts.

APPENDICES AND SCHEDULES ATTACHED

None



Hamilton

**Seniors Advisory
Committee**

September 9, 2022

Minutes 22-09

10:00am – 12:00pm

Due to the COVID-19 and the Closure of City Hall

All electronic meetings can be viewed at:

City's YouTube Channel

<https://www.youtube.com/user/InsideCityofHamilton>

In Attendance:

Penelope Petrie (Chair), Maureen McKeating, Marian Toth, Marjorie Wahlman, Ann Elliott, Kamal Jain, Carolann Fernandes, David Broom, Peter Lesser, Kathryn Wakeman, Steve Benson, Alexander Huang, Tom Manzuk

Also, in Attendance:

Lisa Maychak, Project Manager, Healthy & Safe Communities Department
Kim VanderMeulen, Program Secretary, Healthy & Safe Communities Department
Graeme Wallace, Program Secretary, Healthy & Safe Communities Department
Andrea McDowell, Senior Project Manager, Sustainability Corporate Asset Management
Sheila Schuehle, Prevention Consultant, Elder Abuse Prevention Ontario

Absent with Regrets:

Aref Alshaikhahmed, Sheryl Boblin, Sarah Shallwani, Councilor N. Nann, Councilor T. Jackson

Absent:

Noor Nizam

1. CEREMONIAL ACTIVITIES (Item 1)

- (i) Land Acknowledgement presented by K. Jain.
Ann Elliott has volunteered to read the Land Acknowledgement at the next meeting.

2. APPROVAL OF AGENDA (Item 2)

The Chair advised the Committee of the following changes to the agenda:

(i) Discussion of Item 11(i), a Motion respecting Extreme Heat Mitigation to follow Staff Presentations (Item 9) due to time constraints.

(ii) Addition of Follow up item regarding Transit. (Item 13.7)

(M. Wahlman/A. Elliott)

That the Seniors Advisory Committee approves the September 9, 2022 agenda, as amended.

CARRIED

3. APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 4)

(M. Wahlman/K. Jain)

That the Seniors Advisory Committee approves the June 3, 2022 minutes, as presented.

CARRIED

4. STAFF PRESENTATIONS (Item 9)

(M. Wahlman/C. Fernandes)

That the following presentations be received:

(i) **Andrea McDowell, Project Manager of Air Quality and Climate Change (Item 9.1)**

A. McDowell presented to the Seniors Advisory Committee (SAC) on Climate Change and Extreme Heat. A. McDowell outlined why seniors are more at risk during extreme heat events as well as the Advancing Adaptation Project focusing on extreme heat in vulnerable communities. She also provided an overview on the five interventions that have been implemented. A. McDowell provided a question and answer period for SAC members following the presentation.

(ii) **Sheila Schuehlein, Prevention Consultant, Elder Abuse Prevention Ontario (Item 9.2)**

S. Schuehlein presented to Seniors Advisory Committee (SAC) an overview on Elder Abuse Prevention Ontario (EAPO). EAPO, which is funded by the Ontario Government, delivers education, training and

awareness to seniors across Ontario. S. Schuehlelein talked about the strategies to prevent elder abuse, different forms and the risk factors that contribute to Elder abuse. The following websites were provided to SAC;

- Ageism survey link: <http://esdc-consultations.canada.ca/ageism-consultation>
- Engagement Strategy link www.futureus.cnpnea.ca

CARRIED

5. DISCUSSION ITEMS (Item 10)

(i) Working Groups (Item 10.1)

(D. Broom/M. Toth)

That the following updates be received:

(a) Getting Around Hamilton Working Group

- There are no updates from this working group.

(b) Elder Abuse Working Group

M. Wahlman reported this working group reviewed notes from Catholic Family Services presentation. D. Broom will be investigating the Waterloo Elder Abuse program for information. Ontario Local Health Integrated Network is booked to present at this working group's October meeting.

(c) Housing Working Group

M. Toth reported the Housing Working group is having ongoing discussions on the housing guide for seniors. Members A. Elliott and M. Toth met with new Seniors Advisory Committee member K. Wakeman over the summer to provide her with an update on the Housing Working Group.

(d) Communication Working Group

D. Broom reported that members of the Communications Working Group provided suggestions for improvement of the City's landing page of seniors' resources to the City's Web Support Manager. Launch of the City's revised website will occur on September 19, 2022.

CARRIED

(ii) Working Committees (Item 10.2)**(D. Broom/M. Toth)**

That the following updates be received:

(a) Age Friendly Plan - Governance Committee

A. Elliott reported that the committee stated that the Seniors Kick off this year was a success. A. Elliott also stated that a presentation was facilitated by two guests with the Age-Friendly Ontario Outreach Program regarding Age-Friendly and Accessibility Standards and their research project, how Age-Friendly communities can better engage older adults living with physical disabilities. The presentation was followed by a question and answer opportunity. A. Elliott also stated that planning for the Let's Get Morning workshops is completed but still will require work to help increase the registration of attendees.

(b) Seniors Kick Off Event

- There are no updates from this committee.

(c) International Day of Older Persons Committee

L. Maychak reported the target date for the event will be October 4, 2022 from 10-12pm in Council Chambers. This event will include four presentations followed by a panel discuss facilitated by a moderator, then a question and answer session. There will also be a small information fair.

(d) McMaster Institute for Research on Aging

- There are no updates from this committee.

(e) Ontario Health Coalition

- Member C. Fernandes will continue to send the committee email updates through L. Maychak.

(f) Our Future Hamilton Update

- There are no updates from this committee.

(g) Senior of the Year Award

L. Maychak reported there were 10 nominations for Senior of the Year Award and judges are currently finalizing the award recipients. The event will take place on October 18, 2022 at 5pm at Michelangelo's Banquet Centre. Tickets are currently on sale and can be purchased online at [Ticket booking \(hamilton.ca\)](https://www.ticketbooking.hamilton.ca) or in-person at any senior or recreation centre in Hamilton. A sponsor is donating two tickets to the event for Senior Advisory Committee members to attend. If more than two committee members are interested, a draw will occur to determine the recipients.

CARRIED

6. MOTIONS (Item 11)

M. Toth put forward the following motion:

(i) Extreme Heat Mitigation

(M. Toth/M. Wahlman)

WHEREAS, the Ontario Human Rights Commission [OHRC] has issued a statement on human rights, extreme heat waves and air conditioning as of August 19th, 2022 stating that while under the Residential Tenancy Act, 2006 [RTA], tenants have access to vital services such as heat, hot and cold water, electricity and fuel [such as natural gas], it does not include air conditioning;

WHEREAS, the OHRC has stated this current RTA puts at risk many Ontarians, such as people with disabilities, older people and low income, youngsters under the age of 4, Indigenous, Black and racialized communities from protection from extreme heat;

WHEREAS, People with disabilities, older adults and children under the age of 4 years are at most risk for heat illness and death, leaving many Ontarians without protection from extreme heat;

WHEREAS, the OHRC calls on the provincial government to include air conditioning as a vital service under RTA regulations and to establish a provincial maximum temperature to ensure that vulnerable Code-protected tenants are protected against threat of eviction for using safely installed cooling units;

WHEREAS, at the Federal level, Canada has committed to reaching net-zero emissions by 2050 through the Paris Agreement, and to cut

emissions of methane by at least 30% below 2020 levels by 2030 through the Global Methane Pledge;

WHEREAS, there is a growing trend across Canada to ban heat from fossil fuels with some cities and provinces setting target dates to ban fossil fuel use to reach zero-emissions, such as Vancouver's Climate Emergency Action Plan , as well as others already making it illegal to replace existing furnaces with fossil burning fuels to reach near-zero emissions and drastically cut methane, like Quebec's 2030 Plan for a Green Economy.

WHEREAS, the City of Hamilton committed to plans for transforming buildings to low carbon emitting and has prioritized a 13 Climate Change Impact Adaption Plan, one being to help vulnerable populations from experiencing climate related risks of extreme heat and cold;

WHEREAS, heating residences with fossil fuels create 85% of Greenhouse Gas emissions mainly from natural gas that is itself 95% methane gas;

WHEREAS, The City of Hamilton has already been approved to seed funding that is administered by the Federation of Canadian Municipalities (FCM) grant to design a Home Efficiency Retrofit Opportunity Program [HERO] that will allow for homeowners to get a low interest loan to make quality of life and energy conservation improvements to their homes that they would not otherwise be able to afford;

WHEREAS, the City of Hamilton has already become the owner of the world's largest residential building retrofitted to Passiv House standards, known as the Ken Soble CityHousing Hamilton building which has achieved 94% reduction of greenhouse gas emissions and 91% reduction in heating energy demand to support resident health and climate resilience; and

WHEREAS, Ken Soble CityHousing Hamilton building uses heat pumps to heat and cool apartment units and is a true model for addressing extreme heat and housing crises.

THEREFORE, BE IT RESOLVED THAT:

- (a) That the City of Hamilton advocate to the Government of Ontario to change the building code to make heat pumps [heat and cooling units] and electrification mandatory in all new building and retrofit housing; and

- (b) The City of Hamilton expand the extreme heat interventions to other CityHousing facilities and to low income rental units in the near future as per those already put in place by the Extreme Heat Working Group in 181 Jackson St. W., 200 Jackson St W., 191 Main St., and 95 Hess St.

CARRIED

7. GENERAL INFORMATION/OTHER BUSINESS (Item 13)

(i) Advisory Committee for Persons with Disabilities Event (Item 13.1)

The Advisory Committee for Persons with Disabilities is holding an event on October 5, 2022 at the Forecourt surrounding City Hall from 11-3:30pm. Seniors Advisory Committee (SAC) members C. Fernandes and T. Manzuk have offered to host the SAC information table at this event.

(ii) 2018-2022 Accomplishments (Item 13.2)

L. Maychak reported the list of accomplishments is completed and will require the Seniors Advisory Committee members to approve. This item will be deferred until the December meeting to give a chance for all members to review the document.

(iii) Seniors Advisory Committee's Brochure (Item 13.3)

L. Maychak reported the final cost was \$271 for 1000 copies.

(iv) Seniors Advisory Committee banner/tablecloth (Item 13.4)

L. Maychak reported the following estimated costs for a tablecloth and banner:

- 6ft tablecloth with the city logo and Senior Advisory Committee text would cost approximately \$300.
- Roll up banner with stand and carry case would cost approximately \$200.

(D. Broom/A. Elliott)

That the purchase of a roll up banner with stand and carry case, up to a maximum cost of \$400, be approved.

CARRIED

L. Maychak to pursue the purchasing a roll up banner for the Senior's Advisory Committee.

(v) 2023 Advisory Committee Budget Submission Form (Item 13.5)

(P. Lesser/M. Wahlman)

- (a) That the Seniors Advisory Committee approves amount of \$3,000, which is a \$500 increase from 2022, in the 2023 Advisory Committee Budget Submission; and
- (b) That the Seniors Advisory Committee approves the 2023 Budget Submission.

CARRIED

(vi) Roles and Responsibilities of New Seniors Advisory Committee Members (Item 13.6)

(A. Elliott/M. Wahlman)

That the Seniors Advisory Committee approves the Roles and Responsibilities of New Seniors Advisory Committee Members.

CARRIED

(vii) Follow up regarding Transit

Senior Advisory Committee (SAC) member A. Huang reported he was seeking additional information regarding accessible transportation operating costs in follow up from SAC's June meeting. It was suggested that A. Huang reach out to SAC member T. Manzuk for assistance.

8. ADJOURNMENT (Item 15)

(M. Wahlman)

That the Seniors Advisory Committee be adjourned at 12:03pm

CARRIED

Next Meeting: December 2, 2022



Hamilton

**Seniors Advisory
Committee**

December 2, 2022

Minutes 22-012

10:00am– 12:00pm

Due to the COVID-19 and the Closure of City Hall

All electronic meetings can be viewed at:

City's YouTube Channel

<https://www.youtube.com/user/InsideCityofHamilton>

In Attendance:

Penelope Petrie (Chair), Maureen McKeating, Marian Toth, Marjorie Wahlman, Ann Elliott, David Broom, Peter Lesser, Alexander Huang, Tom Manzuk, Sheryl Boblin, Noor Nizam

Also, in Attendance:

Lisa Maychak, Project Manager, Healthy & Safe Communities Department
Kim VanderMeulen, Program Secretary, Healthy & Safe Communities Department
Graeme Wallace, Program Secretary, Healthy & Safe Communities Department

Absent with Regrets:

Aref Alshaikhahmed, Sarah Shallwani, Councilor N. Nann, Councilor T. Jackson, Kathryn Wakeman, Carolann Fernandes,

Absent: Kamal Jain, Steve Benson,

1. CEREMONIAL ACTIVITIES (Item 1)

(i) Land Acknowledgement presented by A. Elliott.

P. Lesser has volunteered to read the Land Acknowledgement at the next meeting.

2. APPROVAL OF AGENDA (Item 2)

The Chair advised the Committee of the following changes to the agenda:

- (i) Addition of Communication received from Sarah Shallwani (Item 13.7)
- (ii) Age-Friendly Survey (Item 13.8)

(S. Boblin/A. Huang)

That the Seniors Advisory Committee approves the December 2, 2022 agenda, as amended.

CARRIED

3. APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 4)

- (i) Spelling correction of D. Broom's surname.

(M. Wahlman/A. Elliott)

That the Seniors Advisory Committee approves the September 9, 2022 minutes, as amended.

CARRIED

4. DISCUSSION ITEMS (Item 10)

(i) Working Groups (Item 10.1)

(M. Wahlman/P. Lesser)

That the following updates be received:

(a) Getting Around Hamilton Working Group

- There are no updates from this working group.

(b) Elder Abuse Working Group

A. Elliott reported this working group had a discussion on a draft motion submitted by D. Broom regarding Shalom Village. A suggestion was submitted to invite Sheila from Elder Abuse Ontario to this working group for a future meeting. M. Wahlman stated that A. Alshaikhahmed is now the new chair of the Elder Abuse Working Group.

(c) Housing Working Group

M. Toth reported the motion for Heat Mitigation was accepted from City Council. M. Toth was invited to attend an Age-Friendly Collaborative meeting and presented Housing Working Group activities undertaken. M. Toth will be meeting with L. Maychak and Kamba Ankunda, Housing Services to discuss the scope of the housing guide and its requirements.

(d) Communication Working Group

D. Broom reported that the last Communication Working Group meeting was cancelled and will be re-scheduled in January.

D. Broom also attended the Age-Friendly Collaborative meeting and highlighted the activities and achievements the Communication Working Group has made progress on.

CARRIED

(ii) Working Committees (Item 10.2)

(M. Wahlman/P. Lesser)

That the following updates be received:

(a) Age-Friendly Plan - Governance Committee

A. Elliott reported that the Hamilton Council on Aging was not successful at obtaining a grant that looks at equity and dementia-friendly education but are pursuing other funding.". The committee approved the terms of reference and are now looking at more recruitment for goal champions. Request to the committee for any suggestions of potential second goal champion partners from the community around transportation and public and outdoor spaces to please contact either A. Elliott or P. Petrie. L. Maychak will follow up with an email to the Senior's Advisory Committee to explain in detail what specifically the committee is looking for.

(b) Seniors Kick Off Event

- There are no updates from this committee.

(c) International Day of Older Persons Committee

L. Maychak reported the International Day of Older Persons event took place in October. M. Wahlman and A. Huang attended this event. M. Wahlman and A. Huang both reported the presentations were phenomenal, but the event was not as well attended as it has been in the past.

(d) McMaster Institute for Research on Aging

B. Spinner provided an update that this working committee no longer exists but will do some follow up with McMaster Institute on Research and Aging's Chief Executive Officer about other possible opportunities. The Seniors Advisory Committee will keep this item on the agenda at this time. P. Petrie has offered to reach out to her contacts at McMaster and see if there is another group that would be a good fit with the Seniors Advisory Committee. L. Maychak suggested that we invite Brenda Vrkljan to a future meeting to present on her research.

(e) Ontario Health Coalition

- Member C. Fernandes will continue to send the committee email updates through L. Maychak.

(f) Our Future Hamilton Update

- There are no updates from this committee.

(g) Senior of the Year Award

Seniors Advisory Committee members reported the Senior of the Year Award was a fantastic event and L. Maychak did an amazing job organizing it.

CARRIED

5. MOTIONS (Item 11)

D. Broom put forward the following motion:

(i) Ongoing Abuses in Long Term Care Homes in the City of Hamilton

(D. Broom/Sheryl Boblin)

WHEREAS sexual and physical abuses continue to have a negative impact on some of the most vulnerable, seniors resident living in some long-term care homes in the City of Hamilton.

WHEREAS up until the end of January 2021, 119 deaths attributed to COVID 19 occurred in the 28 Long-Term Care homes in the City of Hamilton with 70% of those deaths in just 4 long-term care homes. One of those long-term care homes is Shalom Village, 60 Macklin St. N., Hamilton (Ward 1) where 17 deaths occurred.

WHEREAS, on April 9, 2022, CBC News article reported the Ministry of Long-Term Care inspectors allege the abuse at Shalom Village Long-Term Care home went undocumented, the home didn't do police checks on new employees and didn't follow proper protocol during a COVID-19 outbreak, among other things.

WHEREAS the inspection at the home with 127 licensed beds was conducted throughout the month of January and published online on Feb. 28. It resulted in 22 written notices, including the failure to protect residents from abuse, 16 voluntary plans of correction and five compliance orders.

WHEREAS the orders were each given dates to comply by, ranging from May 2, 2022, to Aug. 1, 2022.

WHEREAS the province says a registered practical nurse (RPN) watched a personal support worker (PSW) "inappropriately apply an intervention" to a resident, the "intervention" was a skin cream. The incident was not reported to management until four days after it had occurred, and there was no documentation of the incident or assessments conducted," read the inspection. As a result, [the PSW] was able to return to work and another abuse incident occurred. Shalom Village says the PSW who allegedly abused residents were "immediately removed from the home" and it "addressed the related training issues." Shalom Village also says in the second alleged incident, nursing staff promptly contacted police and the home "fully cooperated with their investigation. "Police told CBC News that occurred in August 2021 and was for assault, not

sexual misconduct". Police did not say if any charges resulted from the case.

WHEREAS there was a case of alleged neglect when a resident was hurt while two PSWs were caring for them, but the report states it has no written statements or eyewitness accounts from either PSW. "When interviews were not conducted with all witnesses as part of an alleged abuse investigation, the results of the investigation may have been inaccurate, which placed residents at risk for being abused in the future," the report read.

WHEREAS The Hamilton Spectator now reports on Wednesday November 23, 2022 "More allegations of abuse at Shalom Village that a second provincial inspection of Shalom Village again raises allegation of abuse, delays in reporting and insufficient background checks of staff.

WHEREAS infection, prevention, and control (IPAC) have been found for a second time at the home on Macklin Street north, Hamilton. The inspection also claims food service workers were so unaware of resident's diets that a senior was served a meal known to make them sick.

WHEREAS leadership has been in upheaval during the pandemic with a revolving door of CEO's, administrators, and directors of care. As of July 2022, a former CEO has returned to Shalom Village to take charge. Yet the Ministry of Long-Term Care inspection, carried out on multiple dates from August 11 to September 1, resulted in one compliance order stemming from allegations of abuse and neglect involving consent and pain management issues. In addition, the report revealed the home didn't comply with an order from the February inspection to train all staff by May 2nd on the province's zero tolerance policy of abuse and neglect of residents.

WHEREAS the inspector found 10 staff members hired between May and July did not go through proper checks. Over the course of the pandemic, the province has allowed homes to hire staff while police checks were pending. However, the new hires are supposed to sign declarations that list any criminal charges, orders, or convictions as well as findings or proceedings around misconduct. However, no

declarations were done until July 21, despite the inspection in February flagging issues around police checks. The PSW at the center of sexual abuse allegations in the first inspection hadn't been properly checked by the home.

WHEREAS a staff member is alleged to have given a resident medication despite the senior adamantly refusing it. The inspector found documentation validating the resident didn't need the medication that was supposed to only be given when required.

WHEREAS another resident was alleged to have been frequently denied pain medication by the staff member. The resident and family members complained about the pain medication being withheld but the inspection found no investigation (by the home) was done. "Failing to investigate allegations of neglect may have placed the resident and others at risk" stated the inspection. In addition, the resident alleged they were physically harmed three times, but no investigation was done despite a charge nurse being informed. There is no indication the police were informed as required under the Long-Term Care Act. The home was ordered to give the problem staff member education on what constitutes abuse and neglect as well as residents' rights, consent, and pain management. It was also ordered to ensure allegations of abuse and neglect against a specific resident are immediately reported and investigated. The director of care and their assistant were ordered to review the home's policy on mandatory reporting.

WHEREAS allegations around delayed reporting abuse, Shalom Village was also accused of failing to immediately report an unexpected death. The death occurred after the resident was sent to hospital because of a "significant unexpected change" in their health. The inspection claims the director wasn't immediately informed about it and Shalom Village waited two days to put the death into the province's critical incident reporting system.

WHEREAS the inspection also found failings when it came to an altercation between two residents that resulted in injuries, none bad enough to require hospitalization. Both residents had a documented history of this type of behavior. There is no indication of any police involvement as required under the Long-Term Care Act.

WHEREAS the inspection flagged concerns about food service workers being unaware of resident's diets, preferences, and special needs. A resident approached the inspector to express concern about being served a food that was known to make them sick despite it being written in their care plan as off limits.

WHEREAS in a second case, a resident had specific nutritional needs related to a health condition that weren't being met despite several complaints from the senior and their family.

THEREFORE, BE IT RESOLVED:

- (a) That Council for the City of Hamilton, the councilor for Ward 1 be made aware of the flagrant and ongoing abuses at Shalom Village; and
- (b) That Council for the City of Hamilton request that the Ministry of Long-Term Care Ontario take charge of Shalom Village until such time as home is compliant and proper leadership is in place to mitigate any future abuses at this home.

CARRIED

(M.Wahlman/P. Lesser)

CARRIED

7. GENERAL INFORMATION/OTHER BUSINESS (Item 13)

(A. Elliott/M. McKeating)

That the following information be received:

(i) Role of Secretary (Item 13.1)

(A. Huang/D. Broom)

The Seniors Advisory Committee (SAC) is looking for volunteer to fill the role of the secretary for this term. Member Tom Manzuk has volunteered to take on this role.

CARRIED

(ii) 2023 Procedural Handbook (Item 13.2)

A reminder to the Senior Advisory Committee to review the 2023 Procedural Handbook and send any feedback to L. Maychak by January 31, 2023, who will forward to Clerks.

(iii) Follow up on Heat Mitigation motion (Item 13.3)

M. Toth provided an update that Council has approved this motion.

(iv) Motion to approve SACs 2018-2022 Achievements (Item 13.4)

This item will be brought back in January to the agenda once L. Maychak provides updates on the status of motions previously submitted by the Seniors Advisory Committee.

(v) 2018-2022 Achievements (Item 13.6)

P. Petrie provided a presentation on the Senior Advisory Committee's achievements and the request for 2023 budget to Emergency and Community Services Committee. This will now proceed to council for approval.

(vi) Communication from Sarah Shallwani (Item 13.7) (D. Broom/M. Wahlman)

S. Shallwani has submitted her resignation to the Senior Advisory Committee (SAC). The SAC committee has accepted her resignation.

CARRIED

(vii) Age-Friendly Survey (Item 13.8)

The Age-Friendly survey will be emailed to members of this committee by L Maychak. Seniors Advisory Committee members are asked to share this survey with their contacts. Survey link: www.emailmeform.com/builder/emf/HCoA/2022AgeFriendlyHamilton

8. ADJOURNMENT (Item 15)

(A. Huang)

That the Seniors Advisory Committee be adjourned at 12:04

CARRIED

Next Meeting: January 6, 2023



Hamilton

MINUTES Hamilton Veterans Committee

Meeting #22-006
September 27, 2022
4:00 p.m.
WebEx – Virtual Platform

Present: Chair: Michael Rehill
Vice Chair: Ed Sculthorpe
Members: Dave Baldry, Rod Paddon, Don Jackson, Terry Ryan, Robert Fyfe, Steve Waldron

Absent with Regrets: Councillor Ferguson

Also Present: Councillor Brenda Johnson, Christopher Redford (Staff Liaison), Carolyn King (Curatorial Assistant, Hamilton Military Museum)

1. CEREMONIAL ACTIVITIES

- (i) Moment of Silence
- (ii) Land Acknowledgement

2. APPROVAL OF THE AGENDA

(Rod Paddon/Dave Baldry)

That the agenda for the September 27, 2022 meeting of the Hamilton Veterans Committee be approved with the following additions:

- 5.1 Parks North – Re: Argyll Memorial Pavilion Pier 4
- 5.2 Resignation of committee member David Steckham
- 9.1 Budget Update
- 10.8 Creating a record of memorials held in local churches

CARRIED

3. APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 4)

4.1 June 28, 2022

(Ed Sculthorpe/Terry Ryan)

That the Minutes of the June 28, 2022 meeting of The Hamilton Veterans Committee be approved, as presented.

CARRIED

4. COMMUNICATIONS (Item 5)

(i) Parks North – Re: Argyll Memorial Pavilion Pier 4 (Item 5.1)

Christopher Redford reports that the steps need repair and has consulted the Conservator who indicates the work will not be possible this year. Michael Rehill suggests bringing this item forward again in May when work is more likely to be possible. Staff have provided guidance and advice to the Argylls regarding interpretive signage at the Pavilion they wish to donate. This has been passed on and Parks North will assist with the installation when ready.

(ii) Resignation of Committee Member David Steckham (Item 5.2)

Michael Rehill recalls that David was a welcoming and valued member of the Committee and wishes him well.

(Bob Fyfe/Dave Baldry)

That the resignation of David Steckham be accepted by the committee.

CARRIED

5. STAFF PRESENTATIONS (Item 9)

(i) Budget Update (Item 9.1)

Christopher Redford reports that costs for events have risen since the pandemic and the cost for items such as road closures have gone up roughly 25%. The cost for the recent Dieppe ceremony saw a 40% increase in budget. The committee will request an increase from the current \$43,000 base budget to \$55,000 moving forward. For 2023, a one-time transfer of \$12,000 from the reserve (which grew during Covid restrictions on events) will be requested to achieve the \$55,000. But if the request is approved by council, transfers of reserve funds will not be required in 2024 and beyond to obtain \$55,000 base funding.

(Ed Sculthorpe/Terry Ryan)

9.1 That the Hamilton Veterans Committee 2023 base budget request be approved with an increase from \$43,000 to \$55,000 and be referred to the 2023 Budget process for consideration. And that a one-time transfer of \$12,000, from the Hamilton Veterans Committee reserve be used to off-set the increase in base budget for 2023.

CARRIED**6. DISCUSSION ITEMS (Item 10)****(i) Dieppe Memorial Post-event Discussion (10.1)**

Michael Rehill comments that the event ran smoothly. Terry Ryan suggests Committee members should be more easily identifiable at events. The committee decides red armbands with white lettering will be most appropriate and Christopher Redford will acquire them.

(ii) Wreath Project (10.2)

Christopher Redford reports that two schools have already signed up to participate in both the Hamilton Military Museum educational program as well as the Remembrance Day ceremony at Gore Park.

(iii) Presentation Banner Stands (10.4)

Christopher Redford will complete the graphics in the next week. Once complete, he will circulate them to all Committee members. Ed Sculthorpe inquires as to whether the Committee can also have a large banner outside of City Hall – this will be investigated and Councillor Johnson offers assistance.

(iv) Hamilton Veterans Committee Terms of Reference, Roles and Responsibilities (10.5)

This document was circulated to enable members to offer suggestions for amendment. There was a question as to how long a chair can serve – the clerks were consulted and replied that a new chair should be appointed each January, and so long as appointed each January, the same individual may serve 4 consecutive years. It was noted however that the document states (item 4.3) that the chair may serve a maximum of two consecutive years. Christopher Redford will investigate.

(Dave Baldry/Rod Paddon)

10.5 That, if possible, the Hamilton Veterans Committee Terms of Reference, Roles and Responsibilities be amended to clarify that a chair may serve a maximum of four years, being appointed in January of each year.

CARRIED**(v) Remembrance Day – Friday November 11 (10.6)**

Plans discussed including: This is the civic ceremony at Gore Park. Dave Baldry and Councilor Johnson will be unable to attend this year. Two members will be required to assist with the laying of wreaths to facilitate the suggestion to improve the process of approaching the cenotaph from both sides. Military Museum staff or volunteers will also be on hand to

assist. Bob Fyfe will read the veterans' prayer. Bob Fyfe will read the veterans' prayer. A Padre has been booked. Michael Rehill notes the cadet recitations will need to be added to the program. Two large screens and the sound system have been booked. Don offers suggestions for acquiring screen for 2023.

Christopher Redford reports that Cable 14 will create a fifteen-minute video using interviews from the Dieppe service and footage which will serve as an introduction to the televised service.

(vi) Garrison Parade – Sunday, November 13 (10.7)

Plans discussed including: Rod Paddon will be the Parade Marshall, Terry Ryan will be the Colour Party Marshall. Bob Fyfe will read the veterans' prayer. Bob Fyfe will read the Veterans' Prayer. The Committee is still in need of a padre for the Garrison parade service. RHLI band will perform.

Michael Rehill suggests reaching out to cadet groups and the Legions to inform them of the garrison parade. The committee members will all participate in contacting groups thorough email, phone calls and an official letter from the Committee using the Resource Manual as a source. This will be completed in the next couple of weeks.

(vii) Churches with Military Memorials

Terry Ryan reports that there are many military memorials in local churches and it would be prudent to identify and create a master list of these items, especially as several churches with memorials have closed recently. As this is a large undertaking, members will pool their knowledge and the Museum will help down the road. Michael Rehill suggests that members send anything they are aware of to him to start the list and perhaps a letter campaign can be launched in the new year.

7. ADJOURNMENT (Item 15)

(Rod Paddon/Ed Sculthorpe)

15.1 That, there being no further business, the meeting be adjourned at 4:42 p.m.

CARRIED







Hamilton

MINUTES Hamilton Veterans Committee

Meeting #22-007

October 25, 2022

4:00 p.m.

WebEx – Virtual Platform

Present: Chair: Michael Rehill
Vice Chair: Ed Sculthorpe
Members: Dave Baldry, Don Jackson, Terry Ryan, Robert Fyfe, Steve Waldron

Absent with Regrets: Councillor Ferguson, Rod Paddon

Also Present: Councillor Brenda Johnson, Christopher Redford (Staff Liaison), Carolyn King (Curatorial Assistant, Hamilton Military Museum)

1. CEREMONIAL ACTIVITIES

- (i) Moment of Silence
- (ii) Land Acknowledgement

2. APPROVAL OF THE AGENDA

(Ed Sculthorpe/Terry Ryan)

That the agenda for the October 25, 2022 meeting of the Hamilton Veterans Committee be approved with the following addition:

10.7 Addition of a brief digital meeting the week prior to Remembrance Day

CARRIED

3. APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 4)

4.1 September 27, 2022

(Dave Baldry/Terry Ryan)

That the Minutes of the September 27, 2022 meeting of The Hamilton Veterans Committee be approved, as presented.

CARRIED

4. DISCUSSION ITEMS (Item 10)

(i) Wreath Project (10.1)

Ed Sculthorpe reports on the success of the program. Carolyn King reports that two classes participated in successful Remembrance Day programs at the Hamilton Military Museum. Wreath kits were provided to each of the classes for construction at their respective schools. Christopher Redford reports that the students will create four wreaths to be laid at both the Remembrance Day and Garrison Parade services. He will also ensure the names of the students laying the wreaths are added to the program.

(ii) Presentation Banner Stands (10.2)

Christopher Redford reports that the banners are ready to go to printing and he will advise the Committee when there are any updates.

(iii) 2023 Procedural Handbook for Citizen Appointees (10.3)

Christopher Redford ensured that all members received a copy of the draft handbook. The committee has until the end of January to review them and provide feedback. This will be added to the agenda for the next meeting. Michael Rehill suggests returning to in-person meetings after November.

(iv) Vandalism – Gore Park Cenotaph (10.4)

Due to the recent vandalism of the Gore Park Cenotaph (photographs were circulated to the Committee members) the Hamilton Police Department will provide more frequent patrolling of the area leading up to Remembrance Day. While there are cameras over the businesses around the cenotaph, the police will get back to the Committee regarding the utilization of cameras in the area. Bob Fyfe reports that police response to this area would be mere minutes.

(v) Remembrance Day – Friday, November 11 (10.5) and Garrison Parade – Sunday, November 13 (10.6)

Michael Rehill provided a Manning Slate (See Appendix) for both ceremonies to all Committee members. The Manning Slate for both services was reviewed, as well as the following: while cadet readers have been secured for the Garrison Parade, Terry Ryan is waiting for a response regarding Remembrance Day; Don Jackson will act as coordinator for Silver Cross Mother Bev McCraw, Christopher Redford will ensure parking will be available for her. Steve Waldron will contact the Argyll and Sutherland Highlanders for a potential Saluting Officer for Remembrance Day.

Ed Sculthorpe will coordinate the wreath laying with the assistance of Hamilton Military Museum staff and volunteers – wreaths will be laid from both sides of the service for efficiency – the first five wreaths will be at the front.

Christopher Redford will complete the program and needs any updates by November 8th. He has also confirmed with the Police that an Honour Guard will be required for both services.

This Committee is also coordinating the service in Ancaster on November 11th. The services in Stoney Creek, Dundas and Glanbrook are organized by their local units.

(vi) Garrison Parade – Sunday, November 13 (10.6)

The Manning Slate (See Appendix) was reviewed by the Committee including: Plans discussed included: Terry Ryan reports that cadet readers have been secured for the Garrison Parade; Steve Waldron will act as the Parade Marshall for the Veterans groups, he will forward the parade order to Committee members; Don Jackson will act as coordinator for the Silver Cross Mother, Bev McCraw; The saluting Officer for the Garrison Parade may be a 101 year old vet; The Hamilton Children's choir will perform at the Garrison service and will sing 'O Canada' as well as 'After the War' during the laying of the wreaths. The band will play after the choir if more time is required for wreath laying.

(vii) Addition of a Remembrance Day logistics meet-up the Week Prior to Remembrance Day (10.7)

Michael Rehill proposes a logistics work group meet-up the week prior to the Remembrance Day service and Garrison Parade to finalize arrangements. The work group will meet on Tuesday, November 8th.

7. ADJOURNMENT (Item 15)

(Ed Sculthorpe/Dave Baldry)

15.1 That, there being no further business, the meeting be adjourned at 4:31 p.m.

CARRIED



Hamilton

MINUTES

LGBTQ Advisory Committee

Tuesday, July 19, 2022

6:05 PM – 7:40 PM

Webex

Present: Rebecca Banky (Chair), Cameron Kroetsch, James Diemert, Jake Maurice, William , Violetta Nikolskaya (Vice Chair), Shaiden Keaney, Kyle Weitz

Regrets: Terri Wallis (Leave of Absence), Ashley Paton (Recording Secretary), Gregory Cousins, Councillor Maureen Wilson (City Council Appointee),

Absent: Freja Gray (resigned), Kieran Thiara, Autumn Getty, Lisa-Marie Johnston, Keston Roberts,

Staff: Sunil Angrish (Staff Liaison), Jennifer Hohol (Staff Liaison), Greg Tedesco

Guests: Melissa Bennett (International Village BIA), Craig Burley

1. CEREMONIAL ACTIVITIES

1.1 Land acknowledgement

V. Nikolskaya and J. Maurice gave the Land Acknowledgement

2. APPROVAL OF AGENDA

Motion that the agenda for the July 19, 2022 meeting be approved, as presented.

(C. Kroetsch / V. Nikolskaya)

CARRIED

3. DECLARATIONS OF INTEREST

No Declarations of Interest

4. APPROVAL OF MINUTES OF PREVIOUS MEETING

4.1. April 2022

Motion to Approve the Minutes of the April 19, 2022 Meeting

(K. Weitz / J. Diemert)

CARRIED

4.2. May 2022

Motion to Approve the Minutes of the May 17, 2022 Meeting

(W. Fularczuk / J. Diemert)

CARRIED

5. COMMUNICATIONS

6. DELEGATION REQUESTS

6.1. Melissa Bennett, of the International Village BIA, concerning a pride crosswalk at the intersection of King William and Ferguson

Motion to approve the delegation of Melissa Bennett

(J. Diemert / W. Fularczuk)
CARRIED

7. CONSENT ITEMS

No Consent Items

8. PUBLIC HEARINGS / DELEGATIONS

8.1 Melissa Bennett, of the International Village BIA, concerning a pride crosswalk at the intersection of King William and Ferguson

Motion to receive the delegation

(J. Diemert / V. Nikolskaya)
CARRIED

9. STAFF PRESENTATIONS

9.1. Jenn Hohol and Greg Tedesco, both of the City of Hamilton, with a follow-up to the staff presentation given to the LGBTQ Advisory Committee at its meeting on May 17, 2022

Motion to permit a staff presentation of 10 minutes

(J. Diemert / K. Weitz)
CARRIED

Motion to accept the staff presentation

(J. Diemert / V. Nikolskaya)

CARRIED

10. DISCUSSION ITEMS

10.1. Changing the Name of the Committee (W. Fularczuk)

No update

10.2. Reviewing and Updating Committee Materials

No update

10.3. Rescheduling, Choosing a Location for, and Inviting Facilitators to a Committee Training and Planning Day

No update

10.4. 2022 Workplan

No update

11. MOTIONS

No Motions

12. NOTICES OF MOTION

No Notices of Motion

13. GENERAL INFORMATION / OTHER BUSINESS

13.1 Budget Items for 2022

Motion to approve up to \$750 to contribute to programming for Trans Day of Remembrance, similar to what was done in previous years

(K. Weitz / C. Kroetsch)

CARRIED

14. PRIVATE AND CONFIDENTIAL

None

15. ADJOURNMENT

Motion to adjourn meeting (7:40pm)

(J. Diemert / V. Nikolskaya)

CARRIED



Hamilton

MINUTES

LGBTQ Advisory Committee

Tuesday, November 22, 2022

6:00 PM – 8:04 PM

Livestreamed to the City's YouTube Channel

Present: Rebecca Banky (Chair), Jake Maurice, Violetta Nikolskaya (Vice Chair), Ashley Paton (Recording Secretary), Kyle Weitz, Keston Roberts

Staff: Loren Kolar, Legislative Coordinator, Office of the Clerk
Greg Witt, Healthy and Safe Communities Division

1. WELCOME AND INTRODUCTIONS

(i) Land Acknowledgement

Violetta Nikolskaya gave the Land Acknowledgement.

2. APPROVAL OF AGENDA

The Chair advised the committee of the following changes to the agenda:

13. GENERAL INFORMATION / OTHER BUSINESS

13.2 Update respecting the Procurement Process for Third Party Facilitator to the Hamilton Police Service

(Nikolskaya/ Maurice)

That the Agenda for the November 22, 2022 meeting, be approved as amended.

CARRIED

3. DECLARATIONS OF INTEREST

No declarations of interest.

4. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

(i) July 19, 2022

(Roberts/Weitz)

That the Minutes of the July 19, 2022, be approved, as presented.

CARRIED

5. DISCUSSION ITEMS (Item 10)

(i) 2023 Budget (Item 10.1)

The Committee discussed various aspects of the Budget Submission. They discussed possible events and training sessions that might be funded in the next year.

(Nikolskaya/ Weitz)

- (a) That staff be directed to prepare an honorarium in the amount of \$200.00 for performers at a Trans Day of Remembrance (TDOR) event at Tracie's Place (592 Upper James St, Hamilton, ON L9C 2Y8), on November 20, 2022; and
- (b) That the amount be taken from the 2022 approved funds.

CARRIED

(Nikolskaya/ Weitz)

That the 2023 Budget Submission for the LGBTQ Advisory Committee, be approved.

CARRIED

(ii) Review of the 2023 Procedural Handbook for Citizen Appointees (Item 10.2)

The Committee discussed the 2023 Procedural Handbook for Citizen Appointees. Committee members were advised to send any comments directly to the Clerk's Office.

(iii) Update from LGBTQ Working Groups (Item 10.3)

- (a) Changing the Name of the LGBTQ Advisory Committee

Discussion of the item was deferred to the next meeting of the LGBTQ Advisory Committee.

(iv) Move to Hybrid Meeting Model (Item 10.4)

The Committee discussed the pros and cons of a Move to Hybrid Meets Model. The Committee will continue to meet virtually.

The agenda item will remain on the Agenda for future meetings.

(v) 2023 LGBTQ Advisory Committee Meeting Schedule (Item 10.5)

Discussion of the item was deferred to the next meeting of the LGBTQ Advisory Committee

(vi) Discussion on Committee's Executive Elections for 2023 (Item 10.6)

The Committee discussed various scenarios regarding the Election of the Chair and Vice-Chair of the Committee.

6. GENERAL INFORMATION / OTHER BUSINESS (Item 13)

- (i) Rescheduling, Choosing a Location for, and Inviting Facilitators to a Committee Training and Planning Day (Item 13.1)

Discussion of the item was deferred to the next meeting of the LGBTQ Advisory Committee

- (ii) Changing the Food for Committee Meetings (Item 13.2)

Discussion of the item was deferred to the next meeting of the LGBTQ Advisory Committee

- (iii) Update respecting the Procurement Process for Third Party Facilitator to the Hamilton Police Service (Added Item 13.3)

Violetta Nikolskaya provided advised Committee with an Update respecting the Procurement Process for Third Party Facilitator to the Hamilton Police Service.

7. ADJOURNMENT

(Weitz/Roberts)

That, there being no further business, the meeting be adjourned at 7:05 p.m.



Hamilton

NOTES

LGBTQ Advisory Committee

Tuesday, December 20, 2022

6:00 P.M.

Due to the COVID-19 and the Closure of City Hall

Electronic meeting can be viewed at:

City's YouTube Channel:

<https://www.youtube.com/user/InsideCityofHamilton>

Present: Rebecca Banky, Violetta Nikolskaya, Ashley Paton,
Gregory Cousins, James Diemert, Shaiden Keaney

Absent with
Regrets: Autumn Getty, Kyle Weitz, Jake Maurice, Kieran Thiara,
Lisa-Marie Johnston, Wil Fularczuk, Keston Roberts,
Councillor Maureen Wilson

Also Present: Jocelyn Strutt, Senior Project Manager Public
Engagement, Chelsea Kirkby, Senior Project Manager
Community Safety and Well-Being, Greg Witt, Manager
Human Services Integration

Pursuant to Section 5.4(4) of the City of Hamilton's Procedural By-law 21-021 at 6:30 P.M. the Staff Liaison to the Committee advised those in attendance that quorum had not been achieved within 30 minutes after the time set for the LGBTQ Advisory Committee, therefore, the Staff Liaison to

**LGBTQ Advisory Committee
Notes**

**December 20, 2022
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the Committee noted the names of those in attendance and the meeting stood adjourned.

Respectfully submitted,

Jocelyn Strutt
Senior Project Manager Public
Engagement
City Manager's Office



REVISED
CITY OF HAMILTON
HEALTHY AND SAFE COMMUNITIES DEPARTMENT
Housing Services Division

TO:	Chair and Members Emergency and Community Services Committee
COMMITTEE DATE:	December 1, 2022/January 19, 2023
SUBJECT/REPORT NO:	Hamilton Alliance for Tiny Shelters Proposal (HSC22015(a)) (City Wide) REVISED
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Nadia Zelisko (905) 546-2424 Ext. 2548 Greg Tedesco (905) 546-2424 Ext. 7168 Rob Mastroianni (905) 546-2424 Ext. 8035
SUBMITTED BY:	Michelle Baird Director, Housing Services Division Healthy and Safe Communities Department
SIGNATURE:	

RECOMMENDATION(S)

- (a) That respecting the request for a City of Hamilton contribution to the Hamilton Alliance for Tiny Shelters (HATS) Council approve an immediate contribution of \$100 K for the period of January 1, 2023 to March 31, 2023 year to be funded from the projected 2022 Housing Services Division surplus or the Tax Stabilization Reserve #110046, if the division surplus is not realized;
- (i) That funding as approved in recommendation (a) be based on the following conditions:
- (1) That staff be directed to work with HATS to identify and outline standards around performance metrics and outcomes as a condition of funding including, but not limited to: eligibility and entry criteria, gender-specific considerations including specific supports for women, trans-feminine, trans-masculine and non-binary individuals, identification of formalized community partnerships with health- and social service sectors, equity and inclusion, and

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SUBJECT: Hamilton Alliance for Tiny Shelters Proposal (HSC22015(a)) (City Wide)
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- demonstrated exits into safe permanent housing; and agreed upon by HATS for first year of operations;
- (2) Confirmation that matching funds have been received or committed to; and,
 - (3) That a detailed exit strategy has been created and agreed to should HATS not be able to ensure site safety and adequate operational funding.
- (b) That consideration of a contribution up to a maximum of \$100 K annually to HATS toward the establishment and operation of temporary tiny cabins for the 2-year period of April 2023 to December 2024, be referred to the 2023 Council Operating budget deliberations to be funded from the Operating Levy over the next 2 years:
- (i) That staff be directed to work with HATS to identify and outline standards around performance metrics and outcomes as a condition of funding including, but not limited to: eligibility and entry criteria, gender-specific considerations including specific supports for women, trans-feminine, trans-masculine and non-binary individuals, identification of formalized community partnerships with health- and social service sectors, equity and inclusion, and demonstrated exits into safe permanent housing;
 - (ii) That funding as approved in recommendation (b) be cash flowed in 6 month increments upon the following conditions:
 - (1) Confirmation that performance metrics have been achieved as outlined in recommendation (b)(i);
 - (2) Confirmation that matching funds have been received or committed to; and,
 - (3) That a detailed exit strategy has been created and agreed to should HATS not be able to ensure site safety and adequate operational funding.
- (c) That staff be directed to evaluate and assess program outcomes and efficacy; and report back to Emergency and Community Services Committee at the 6 and 12-month marks;
- (d) In the event that the initial proposed site for HATS at 647 Barton St. East is at any point deemed not viable to proceed, that staff be directed to return to Council

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with a report identifying how these funds may be redirected in alignment with Council approved strategies such as the Housing and Homelessness Action Plan and Coming Together to End Homelessness: Hamilton's System Planning Framework;

- (e) That the General Manager of the Healthy and Safe Communities Department or their designate be directed and authorized, on behalf of the City of Hamilton, to enter into, execute and administer all agreements and documents necessary to implement the grant outlined above on terms and conditions satisfactory to the General Manager of the Healthy and Safe Communities Department or their designate and in a form satisfactory to the City Solicitor

EXECUTIVE SUMMARY

The proposal put forward by HATS demonstrates a willingness and desire by community to contribute to solutions for chronically unsheltered residents in Hamilton. There remain distinct challenges and concerns around the operationalizing of such an intervention, including concerns around the health and safety of HATS residents and the potential for specific efforts and investment in 'tiny cabins' to divert resources from permanent solutions for people experiencing chronic homelessness.

Given the ongoing challenges surrounding unsheltered homelessness, providing HATS immediately with \$100 K contribution will provide them opportunity to raise additional funding required to begin operations. Providing conditional support to HATS for up to an additional 2-years, with evaluation and assessment of program outcomes to be brought back to Committee and Council at 6- and 12-months, and annually thereafter, may provide the City of Hamilton a unique opportunity to pilot this approach on a temporary basis and assess if or how it may fit within Hamilton's system of care. An overview of the updated HATS proposal, reviewed by Housing Services staff in preparation of this report, is included in Appendix "A" to Report HSC22015(a).

The HATS group should be commended for organizing and building collective action through their proposal. Housing Services recognizes that this intervention is reflective of ongoing systemic challenges and inequities across Canada as it relates to housing and homelessness. This is demonstrated by the rise in, and visibility of, unsheltered homelessness and encampments throughout many Canadian cities during COVID-19. While HATS has mobilized to address a gap further intensified during COVID-19, this initiative should serve as further impetus for the City of Hamilton, as well as community partners and other levels of government, to rapidly prioritize and invest in deeply affordable permanent housing solutions. This report seeks to inform council of the risk and opportunities to invest in 'tiny cabins' at the identified site, as well as other investments in line with a Housing First philosophy and a rights-based approach to housing that can have positive impact in homelessness as they deliberate this decision.

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Housing Services remains committed to seeking out and supporting innovative solutions to address homelessness in Hamilton. As a temporary emergency response, this intervention should not take away from our core focus on prioritizing investment and resource allocation in permanent housing that is safe, suitable and affordable to the individual. Housing Services remains committed to adapting the emergency system to enable flexibility to meet ongoing needs where possible, while also enhancing prevention, diversion and permanent housing placement supports. These efforts are strengthened through collaborative work with local Indigenous leadership, as well as a commitment to include and learn from the perspective of people with lived expertise. Through this, it remains critical that we continue to invest in and enhance a diversity of housing-focused interventions, grounded in a Housing First philosophy and a rights-based approach to housing, in order to shift from emergency response to long-term approaches to ending homelessness.

Alternatives for Consideration – See Page 10

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial:

As noted in recommendation (a), an immediate funding source is required, and therefore the initial contribution will be funded by the 2022 Housing Services Division Surplus, or the Tax Stabilization Reserve #110046, if the division surplus is not realized, and is subject to meeting the conditions outlined in recommendation (a)(i).

In addition, as noted in recommendation (b), a funding source is required to support the conditional funding for up to 2 years. Therefore, the HATS request will be referred to the 2023 Council Operating Budget deliberations to be funded from the Operating Levy in 2023 and 2024.

Should the conditions set out for HATS in recommendation (a) and/or (b) not be met, Housing Services Division will bring a report forward to Council with a recommendation for the use of the remaining levy base available. As noted in recommendation (d), the remaining levy base will be allocated to support prevention and housing placement support services in alignment with Council approved strategies such as the Housing and Homelessness Action Plan and Coming Together to End Homelessness: Hamilton's System Planning Framework

Staffing: N/A

Legal: N/A

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HISTORICAL BACKGROUND

On February 17, 2022, the Emergency and Community Services Committee approved Report HSC22015 Proposal by Hamilton Alliance for Tiny Shelters, which directed staff to share information gathered in the report with HATS to inform their planning for a potential site in Hamilton. This report included a full breakdown and analysis of considerations related to planning and development approvals for the HATS proposal.

On August 11, 2022, the Emergency and Community Services Committee approved Report (HSC20020(f)) Adaptation and Transformation of Services Update 6. This report outlined an interim plan for homelessness emergency system service levels for additional pressures in 2022 and to the end of March 2023. Up to the end of 2022, this included: a conditional grant to Mission Services for capital improvements to a new men's emergency shelter location; and ancillary costs associated with the rental of hotel rooms for expanded temporary emergency shelter for single men and women. From January to March 2023, approved recommendations included: interim capacity of up to 100 additional beds in the women's emergency shelter system as needed; maintaining increased interim emergency shelter capacity of up to 24 beds in the men's system; and continuation of enhanced drop-in services including but not limited to Living Rock, Mission Services, Wesley and the YWCA.

On November 21, 2022, General Issues Committee (Budget) approved the following motion: That the General Manager of the Healthy & Safe Communities Department be directed to meet with the Hamilton Alliance for Tiny Shelters (HATS) and report to the Emergency & Community Services Committee meeting of December 1, 2022; with respect to the proposal put forward by HATS at the November 21, 2022 General Issues Committee, with regard to policy and responsibility within the duty of the Healthy & Safe Communities Department.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The Housing Services Division is the designated Community Entity (CE) responsible for local implementation of the federal Reaching Home strategy and the Service Manager for the provincial Homelessness Prevention Program (HPP) and related investments. Housing Services works in partnership with the CE for the Reaching Home Indigenous funding stream, the Coalition of Hamilton Indigenous Leadership (CHIL). Under the Reaching Home directives, the City is mandated to achieve core requirements that help strengthen an evidence-based and integrated approach across the homelessness sector. Similarly, HPP requirements include a set of performance indicators have been developed to monitor and track progress on the achievement outcomes, including the goal of measuring a reduction in homelessness and chronic homelessness.

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Housing Services Division remains guided by and grounded in existing Council approved strategies, such as the Housing and Homelessness Action Plan and Coming Together to End Homelessness: Hamilton's System Planning Framework. These strategies are deeply aligned with Reaching Home and HPP requirements and represent evidence-based community strategies towards ending homelessness that build on a foundation established through many years of collaboration. This includes a rights-based approach and a Housing First philosophy underpinned by the following principles:

- rapid housing placement with supports and no readiness requirements;
- participant choice and self-determination;
- recovery orientation separating housing provision from treatment services;
- individualized and client-driven supports; and,
- social and community integration.

From a policy perspective, as currently constituted the proposal by HATS does not fit within the typical housing continuum, as it is neither emergency shelter or permanent housing. The proposed intervention continues to reflect a broader, long-term failure of public policy at all levels to ensure that all individuals have access to adequate housing and supports. Framed as a new solution for those who may face barriers accessing existing homeless serving system supports, the proposed intervention is more reflective of a 'managed encampment' site. Should this proposal be implemented, it is critical that it should be time-limited to ensure this does not become embedded as a permanent intervention. At the same time, collective efforts to rapidly prioritize and invest in deeply affordable permanent housing solutions should be prioritized, in alignment with Federal and Provincial housing and homelessness commitments.

As Service Manager Hamilton will continue to seek out perspectives and learnings from similar initiatives in Ontario municipalities / regions including but not limited to: 'sleeping cabins' in Kingston; outdoor shelter model development in Waterloo Region; A Better Tent City in Kitchener; and, temporary outdoor shelters in London.

RELEVANT CONSULTATION

Staff from Hamilton Fire Department, including the Chief Fire Prevention Officer, previously met with representatives from HATS with the primary goal of understanding the parameters of the project, and how Hamilton Fire could be of assistance. Discussion included the possibility of a site visit to visualize the space and to provide template documents and supporting information that would allow HATS to make informed decisions regarding structure placement and access controls for emergency response. Hamilton Fire also indicated that they would advise on how to create a fire safety plan for the premises, and possible considerations for fire safety awareness training for any employees or property managers that may work at the site. If the project moves ahead,

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the property/location would be subject to emergency police / fire / paramedic response for persons or property anywhere within City boundaries.

The City of Hamilton Paramedic Service met with HATS representatives in October 2022 and reviewed their planned implementation plan. At this time, Hamilton Paramedic Service have no concerns with their proposal as there are no resource implications for the paramedic service; HPS response would be through usual service levels such as social navigator program and 911 response if/as needed.

Staff from Housing Services communicated with Hamilton Police Services (HPS) in November 2022, and HPS confirmed that with regards to the Rapid Intervention Support Team (RIST) and HATS, there will be no additional police resources dedicated to HATS. HPS indicated that if RIST is supporting clients at the site, they will continue to support them and that there may be proactive visits in a supportive role, however nothing enforcement related.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

The interim response actions proposed by the HATS group represent a strong community desire to explore practical solutions to support the ongoing needs of unhoused residents living encamped in Hamilton. As Housing Services implements key actions to support implementation of a phased transition plan for the homeless serving system, including emergency supports, the HATS project has the potential to provide an additional base layer of support over a temporary period to unsheltered populations who may face barriers to accessing the current interventions within this system.

Critical to the recommendation to provisionally support the HATS proposal for the period between 2023 to 2024, pending a review of efficacy at 6- and 12-months, is the expectation that staff work with HATS to identify and outline specific measurable performance metrics, standards and outcomes as a condition of temporary funding. At minimum, quantitative and qualitative approaches should examine safety and well-being for unsheltered residents, progress toward as well as consistent exits into safe permanent housing. People with lived expertise of unsheltered homelessness should be the key focus of evaluation efforts and should continue to inform further adaptations and interventions in housing and homelessness services and identified solutions should be evidence-based and informed by intersectional, culturally safe and trauma-informed approaches.

Additional practical items to consider and address immediately and throughout the design and implementation of the HATS proposal should it go forward include:

- clear identification of admission and selection criteria, with a prioritization of chronically unsheltered individuals who face barriers to accessing the current homeless serving system;

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- a recognition of the systemic over-representation of Indigenous persons experiencing homelessness and the need to prioritize autonomy and self-determination, with connections to housing and supports that are culturally appropriate, rooted in the spirit and actions of reconciliation;
- gender based analysis to inform accessibility, safety and supports for women, trans-feminine, trans-masculine and non-binary adults;
- identification of an overall safety and well-being site plan for HATS residents, staff (on- and off site) and the neighbouring community, including but not limited to an assessment of risk and safety factors linked to human trafficking, weapons and fire;
- explicit reference of and commitment to addressing diversity and inclusion considerations and implications on support structure, implementation and operation as to consistently explore who may be impacted (i.e. considerations around gender, gender identity and expression, race, ability, sexual orientation, immigration status, socioeconomic status, etc.), how they are impacted and why.

As outlined above, the intervention proposed by HATS should remain time limited, prompting collective action to seek out and implement permanent housing solutions through a whole-of-community approach to support person-centred solutions for unsheltered residents.

Lastly, it is important to recognize that in the long-term, emergency based ‘tiny cabins’ should not be viewed as a permanent solution to addressing issues related to permanent housing. If resources are disproportionately directed at emergency interventions over time without additional investment in and focus on permanent housing solutions, temporary emergency responses may become more permanently entrenched within our system. As such it is critical that we continue to practically pursue housing-focused interventions, grounded in a Housing First philosophy and a rights-based approach to housing.

Alignment with Housing Services Strategic Priorities

Housing Services will continue to engage with HATS to gather important information and context related to the proposed project to address practical considerations and concerns related to health and safety, equity and inclusion, alignment with a Housing First philosophy, and connections to permanent housing solutions. Recommendations and decisions proposed by Housing Services continue to be rooted in the goal of ensuring safe, dignified and secure permanent housing solutions for all Hamiltonians, and as such, temporary and conditional support for the HATS initiative allows for an assessment period to practically explore a clear demonstration of connectivity with departmental goals and strategies.

We remain committed to adapting the emergency system to enable flexibility to meet ongoing needs where possible, while also enhancing prevention, diversion and

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permanent housing placement supports. Ongoing policy and planning considerations related to conditional support of HATS will be assessed through an analysis of alignment with Divisional responsibilities and commitments through agreements such as the Federal Reaching Home Program and the Provincial Homelessness Prevention Program, as well as Hamilton's Housing and Homelessness Action Plan (HHAP) and Coming Together to End Homelessness: Systems Planning Framework.

The HHAP, updated in 2020 following extensive community consultation and review, identified shared core values that guide Housing Services and will assist in determining strategic policy alignment through the implementation of the HATS proposal, including:

- rights based and anti-discrimination: efforts must acknowledge inequalities related to racism, oppression and discrimination and intentionally work to eliminate them;
- person-centred supports: people are supported in ways that make sense for their unique circumstances and their economic, cultural and gendered realities;
- risk and protective factors: successful community responses to homelessness and housing insecurity work to increase the protective factors and decrease the risk factors in people's lives;
- evidence based, measurable and impact-driven: people in our community deserve housing and homelessness responses that are based on intentional planning and good evidence and that have measurable positive impacts and outcomes;
- efficient and effective use of community resources: human and financial resources spent to address housing and homelessness are investments in our community that reduce public costs in other areas;
- integrated and comprehensive community planning: to ensure integrated planning is authentic, transparency and communication must be at the core of our work; and,
- place and neighbourhoods: place matters. People will exercise choice over where they live. A full range of quality housing options contributes to neighbourhoods that are healthier and more dynamic. Healthy neighbourhoods are also a place where community and less formal supports can flourish and support people to feel connected and included in all elements of civic life.

Additional considerations for continuation of funding or support throughout the proposed period between 2022 to 2024 should continue to be assessed through the lens of the core values listed above, as well as through accountability and business processes in line with Divisional benchmarking that outline clear and transparent evaluation metrics aligned with achieving measurable outcomes in reducing homelessness.

Next Steps

Housing Services Division is currently in the process of updating Standards for the Emergency Shelter System, working closely with shelter operators and people with lived expertise. Consultations are ongoing until the end of 2022, with updated Standards expected in February 2023. Also, as a part of this process is a review of the size of the emergency system, including analysis of shelter built-form and related best-practice.

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Emergency sheltering remains one component of a well-functioning, integrated system of care for people experiencing homelessness, and investments in housing placement support would ideally occur in a 4:1 ratio alongside investment in emergency shelter. Hamilton's current emergency shelter system remains a vital resource for unhoused residents in Hamilton (from October 2021 through October 2022, 3044 unique individuals accessed the shelter system) and offers extensive support for meeting basic needs, case management supports to build and work towards housing goals, and connections to a range of health and community services.

Recognizing the impacts of trauma on individuals, families and communities and the complex mental health, addictions, and system involvement background of many individuals at risk of or experiencing homelessness, there remains a critical and persistent need to support those experiencing chronic homelessness with complex needs through a permanent supportive housing intervention, combining housing, intensive case management and clinical health services. Staff continue to explore strategies and actions to address persistent mental health and addictions issues for those seeking emergency shelter and housing supports, while also continuing to advocate for additional investments from other levels of government to adequately support those with complex needs in our community.

ALTERNATIVES FOR CONSIDERATION

Should Council wish to invest in Hamilton's homelessness serving system in other ways, alternative interventions for a similar annual investment of \$100 K could include one of:

- housing loss prevention and housing placement support, including: first or last month's rent, rental or utility arrears for approximately 90 singles, 55 families or 25 couples at risk of, or experiencing homelessness, including Indigenous community members supported directly by Indigenous service providers. These households may otherwise need emergency shelter;
- portable housing allowances of \$350/month for approximately 23 households to secure permanent housing, with support from existing Intensive Case Management and Rapid Re-housing programs to maintain their tenancy; or,
- continued funding to support access to health, mental health or addictions support essential to maintain housing for a minimum of 15-20 clients of Intensive Case Management and Rapid Re-housing programs.

ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN

Healthy and Safe Communities

Hamilton is a safe and supportive City where people are active, healthy, and have a high quality of life.

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Built Environment and Infrastructure

Hamilton is supported by state-of-the-art infrastructure, transportation options, buildings and public spaces that create a dynamic City.

APPENDICES AND SCHEDULES ATTACHED

Appendix "A" to Report HSC22015(a): Updated HATS Report to City of Hamilton

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PURPOSE OF THIS DOCUMENT & OVERVIEW

This report responds to questions asked of the Hamilton Alliance for Tiny Shelters (HATS) organization by City Council and staff.

It also serves as a follow-up document to the several requests made to the City to secure approval for foundational and subsequent annual funding for our Hamilton Tiny Shelters program.

ORGANIZATIONAL DETAILS & GOVERNANCE

HATS is an incorporated non-profit organization (1379127-1) and the Social Planning and Research Council of Hamilton acts as our charitable partner and financial administrator of our funds.

Our Program:

- Provides an effective, rapid and low-cost crisis response to the homelessness crisis
- Moves unsheltered people from dangerous conditions on the streets into a safer and more supportive place
- Offers protection from the environment, adequate access to hygiene and sanitation facilities, their own space, and a connection to services and healthcare that helps them along a path to stable housing.

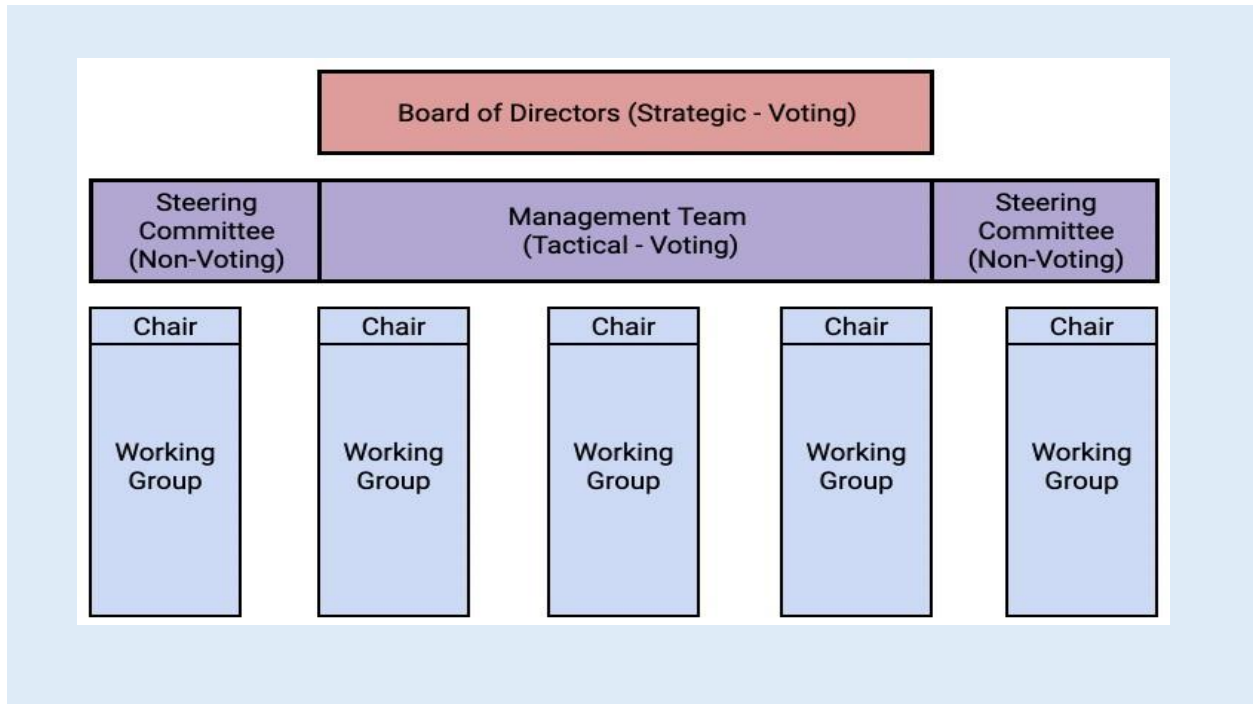
Our Organization’s Board members are:

Julia Kollek (President); Tom Cooper (Secretary); and Dan Bednis (Treasurer).

Our Governance structure in relation to decision-making, strategic planning, and tactical execution is as follows:



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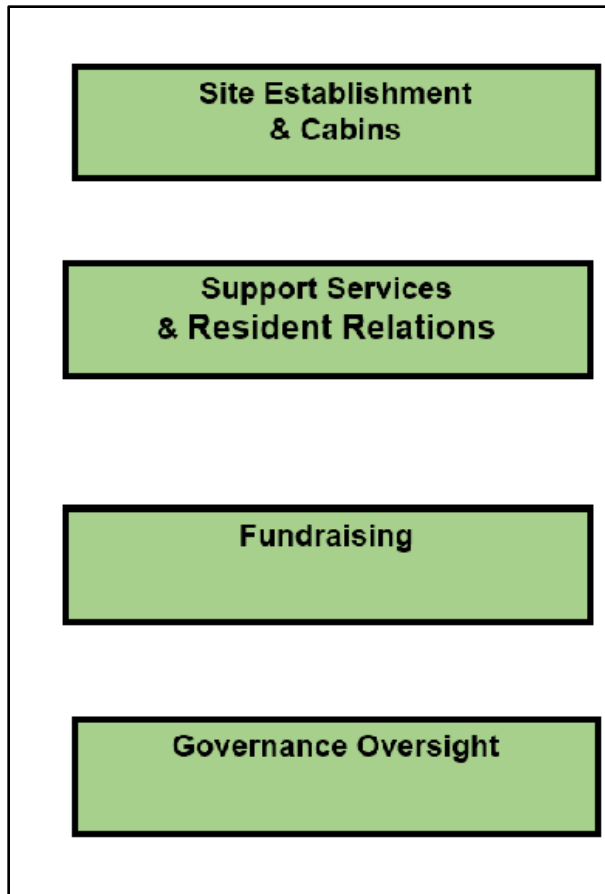
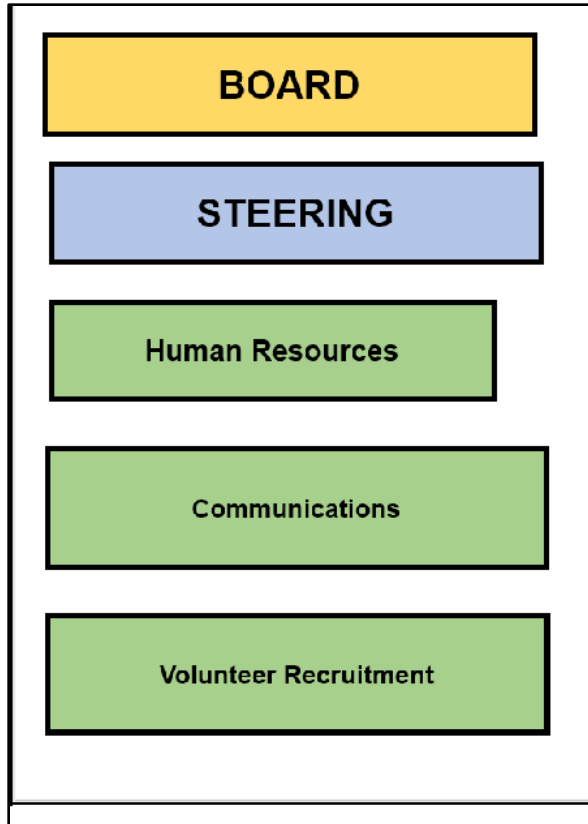
Committees within our leadership teams are responsible for the various aspects of this project, that cover a range of complex and inter-related components necessary to meet the program’s responsibilities – and to ensure the smooth running of the program once up and running.

Our Leadership Team works within the parameters of the following overall governmental structure:



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Members of our Leadership Team are as follows:

Bev Bednis, BA and M.Ed: HATS Volunteer Co-ordinator: Retired elementary school teacher of 35 years: Chair of Flamborough food bank.

Dan Bednis, Chair HATS Governance Committee: Electronics technologist: 24 years in senior management at BELL: 15 years in Management Consulting: 11 years in Real Estate: Member of Carlisle Optimist Club for youth initiatives.

Tom Cooper – Treasurer, HATS: Director, Hamilton Roundtable for Poverty Reduction: former columnist, Hamilton Spectator.

Stephanie Cox - Lawyer, Hamilton Community Legal Clinic

Tony D'Amato Stortz - - Consultant to HATS: Site Superintendent at KW's Better Tent City: founder of BetterStreet, working with communities to improve the lives of those experiencing homelessness.

Ed Fothergill – President, Fothergill Planning & Development Inc: former President, Hamilton Chamber of Commerce: elder at Chedoke Presbyterian Church.

Sheryl Green - Program Manager for the Housing & Homelessness Supports and Services Department at the Hamilton Regional Indian Centre (HRIC).

Bill Johnston – Affordable Housing Team, First Unitarian Church of Hamilton: a former City hall reporter and an editor at the Hamilton Spectator.

Julia Kollek – President, HATS: Academic Editor: Community Activist, and Organizer: founder, Kehila Heschel School.

Kim Martin – Executive Director, Social Planning and Research Council of Hamilton.

Wade Poziomka - Human Rights and Employment Lawyer, Ross & McBride: Past Chair of the Ontario Bar Association's Constitutional, Civil Liberties and Human Rights Section and sits on the executive of the Canadian Bar Association's Constitutional and Human Rights Section.

Art Samson – former school Principal, teacher and football coach: Catholic school board trustee, Town of Dundas Councillor, Hamilton City Councillor: supporter of



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Routes Youth Centre and the Dundas Junior Hockey Club.

Don Seymour - Executive Director, Wesley Urban Ministries

Ted Van Egdome: Chair HATS Fundraising Committee: Senior Vice President Operations, EcoSynthetix Inc: Member, Capital Campaign Board, Youth Unlimited GTA.

SITE LOCATION

HATS has secured the use of a privately-owned lot, located at 647 Barton St East in Hamilton. We have consulted on several occasions with Ward 3 Councillor Nann, and conducted the following neighbourhood outreach events:

1) Mon/Tues Nov 14th & Nov 15th

Letter drop to neighbours within 240m of the site
(double the radius generally used for planning proposals)

2) Mon/Tues Nov 14th & Nov 15th

In-person meeting with key community members (incl BIA & nearby businesses)

3) Thurs Nov 17th

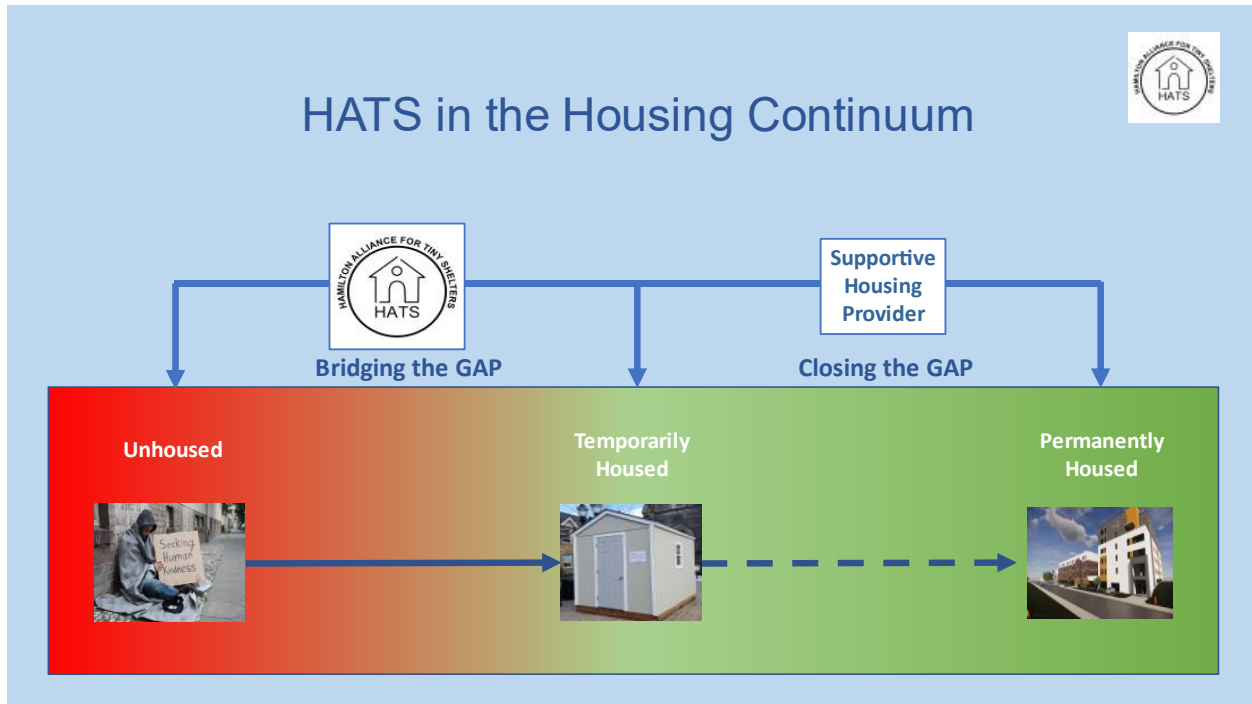
Two community meetings (sessions in the afternoon & evening) with our presentation also available on our website

4) Friday Nov 18th - Media Conference with Launch Announcement

WHERE DOES HATS FIT IN THE CITY OF HAMILTON’S HOUSING & HOMELESSNESS ACTION PLAN?

HATS offers a practical, rights-based solution to bridge the gap in the continuum towards permanent housing; the program aligns with the City’s Systems Planning Framework and roadmap to end chronic homelessness by 2025.

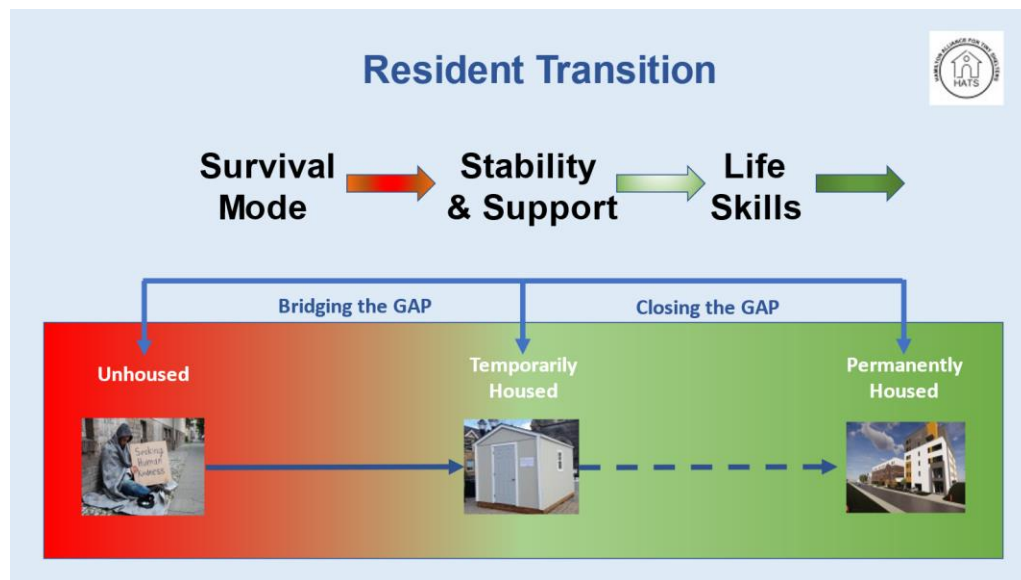
Our Leadership Team has worked extensively to set a path to success by consulting with those experiencing homelessness, as well as bringing together essential and diverse social support organizations.



DESIRED OUTCOMES

The goal of our program is to provide safety, health support and stability to help prepare those living unsheltered or in encampments to be housing-ready. The program acts as a stepping stone that increases the odds of successfully transitioning HATS residents to permanent housing.

Supportive housing organizations attest that taking someone straight from life on the street into a communal housing setting presents a difficult transition for the resident – as well as challenges for staff. We provide the additional opportunity for residents to access educational programs, as well as to revisit their work skills.





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MEASURES OF SUCCESS:

These are our preliminary measures of success, subject to change, and following further consultation (including those with lived experience):

1. Residents are protected from the elements, and from the risk of weather-related injuries
2. Residents have the stability in being in a fixed, known, approved location, allowing the maintenance of supports which is currently disrupted when people are constantly on the move
3. Residents have less stress and worry about where’s a safe place to stay every night
4. Residents have some privacy in “place of their own”
5. Residents have regular access to healthcare
6. Residents are assisted to move, at their own pace, toward more permanent housing
7. Residents have respect and dignity, safety, and a reduced feeling of isolation
8. Residents have the opportunity to develop leadership and life skills
9. Residents indicate satisfaction with HATS program
10. Residents have opportunities to enhance their work-ready skills
11. Residents feel a greater sense of personal autonomy

FINANCES

DESCRIBE THE COMMUNITY’S CONTRIBUTION OF DONATIONS RECEIVED

Hats began fundraising in earnest in May of this year, and to date, has raised more than \$130,000. These funds are composed of donations from:

The United Way of Hamilton-Halton
 Family funds held by the Hamilton Community Foundation
 Fund held by the Oakville Community Foundation
 Unions
 Downtown Hamilton Rotary Club
 Faith organizations
 Local companies
 Individuals
 Fundraisers organized by our volunteers



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CITY FUNDS & RESOURCES

Transitional housing programs such as ours have been established across North America. Here is the extent to which those in Ccanada are funded by their municipalities:

Canadian Communities Funded By Their Municipalities

City	City Population	# Tiny Homes	Land City owned/arranged	Municipal Funding	% Contribution
ON - London York & Elizabeth sites	422,000	30+30	Yes	\$2,300,000	100%
ON - London Fanshawe & Parkwood sites		29+28	Yes	\$1,190,000	100%
ON - Kingston	132,000	20	Yes	\$407,000	40%
ON - Kitchener	576,000	42	Yes	\$337,000	55% Cap./22% Oper
BC - Duncan St. Julien	5,000	12	Yes	Majority	Majority
BC - Duncan The Mound	“	24	Yes	Majority	Majority
BC - Duncan Trunk Rd.	“	34	Yes	\$2,500,000	100%
BC - Alberni	18,259	30	Yes	\$140,000	Budget N/A
BC - Victoria	92,000	30	Yes	\$526,500	Budget N/A
BC - Vancouver	662,000	10	Yes	\$1,500,000	100%

We have currently raised more than \$130,000 from the community, and our request is for \$300,000 (\$100,000 spread over 3 years), beginning in 2022-2023.

Our Budget Summary is as follows:



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3 Year Budget

November 21, 2022

	YEAR 1 10 Homes	YEAR 2	YEAR 3 20 Homes New Site	3-YR CUMULATIVE
REVENUE (incl. City funds)	\$358,000	\$253,000	\$353,000	\$964,000
EXPENSES	\$395,000	\$267,000	\$362,000	\$1,024,000
TOTAL (- DEFICIT)	-\$37,000	-\$14,000	-\$8,000	
CITY FUNDS REQUEST	\$100,000	\$100,000	\$100,000	\$300,000
REVENUE TO DATE	\$138,926			

REVENUE: United Way, Community Foundation Funds, Rotary Clubs, Unions, Private & Corporate Donors

In-Kind Donations: Extensive hours by Volunteers, Board Members, Leadership Team & Support Partners

EXPENSES include: 24/7 Staffing, Homes, Communal Units, Security Measures, Site Setup & Maintenance

1) What will City funding, if provided, be used for?

One key strategy of the Housing and Homelessness Action Plan is:

“To provide funding to non-profit organizations and social housing providers to support feasibility and pre-development work for affordable rental projects, enabling them to qualify for the CMHC Co-Investment Fund and other available Federal or Provincial funding.”

As a non-profit organization - with a mission to provide temporary supportive housing to those experiencing homelessness - HATS falls under the category mentioned above.

Council’s portion would go towards the cost of operationalizing the site, including staffing, neighbourhood safety measures and protocols, that are required to ensure a safe environment for all.

2) Who will be Managing the Operations of the Program?

a) HATS will be hiring 2 site managers and security personnel to ensure 24/7 site coverage



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b) Don Seymour, Executive Director of Wesley Urban Ministries heads our Operations Advisory and HR Committee. Wesley has committed its operational expertise including:

- 2 Staff (a Case Manager & Recreational Therapist)
- Provision of meals daily to residents on the site
- All staff will be following Wesley’s policies and protocols

c) Social Planning and Research Council of Hamilton (SPRC) is providing governance over our finances.

d) The Hamilton Community Legal Clinic provides legal advice to ensure that practices and policies adhere to the Ontario Human Rights Code, amongst other laws.

e) In addition, the Fire, EMS, Police departments, and the range of Social Navigator programs have offered their services in a supportive role to the management of operations.

3) How can council be sure that once that City money is spent, there's a plan for the funds to continue the operation?

Whenever we meet with prospective premiere donors and granting organizations, they always ask if the City is a committed partner that’s prepared to provide significant financial support for our initiative.

There is the acknowledgement that the City of Hamilton has an important interest in finding creative and humanitarian solutions to deal with the growing crisis of people living rough on our streets.

Our hope is for our program to be only a 2-3 year venture. This is determined, in large part, by the level of available affordable and supported housing, and assuming the City fulfills its Homelessness Ending Strategy, which is set to eradicate homelessness by 2025.

Our program saves lives. It is humanistic and provides economic value. We request that the City provide funding for this evidence-based intervention to keep a number of vulnerable Hamiltonians in a healthier, safer and more secure environment.

4) Are there ways City staff will be involved? Are you asking for City Staff to be involved in any way? Do you need support or partnership from any of the City divisions? This is important



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As a program, we’re looking to engage in a partnership that works towards the common goal of finding safe, warm shelter for those sleeping on our streets, until more permanent accommodation becomes available.

In terms of our Residents, they will be accessing City services like any other citizen, with the same social services required as if they were unsheltered, but in a far more efficient manner.

City Services Likely Requiring Access

- Social Services – through case worker
- Police Services
- Fire Services – collaboration
- Ambulance – EMS paramedic
- Arts and Culture – a grant would be welcomed!
- Electric Utilities – hookup
- Library Services
- Public Transit – transit passes would be welcomed

Homelessness is expensive and a significant burden on taxpayers and municipalities.

In conversation with front-line services (Police, Fire and EMS), we understand that an inordinate amount of their time is currently spent with incidents involving those who are unhoused. This has put a great strain on both their financial and staffing resources.

SITE SAFETY

What are the security arrangements?

Now that our Neighbourhood Outreach Plan has taken place, and the location of our site publicly announced, Staff Sgt David McKenzie will conduct a site-specific Crime Prevention Through Environment Design plan for us.

During business hours it is anticipated that Social Navigator Staff would be regular visitors to the site. The Police department has supported the plan to have a security guard at the site during the evening. The site will also be of special attention for the beat



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officer, and officers would patrol the area when they have time available. The site is located on a corner of Barton Street that is regularly travelled by police officers during their tour of duty.

At our meeting with the Hamilton Police Department’s Rapid Intervention Support Team (RIST), the following recommendations were made and adopted by HATS:

- Install mesh-like fencing around the entire property in order to allow for clear visibility by officers who would be on regular community patrol;
- Install strategically-placed lighting;
- Install strategically-placed video cameras:
 - 2 on building West side
 - 1 on north side on washroom trailer
 - 1 at the SE corner

In addition to daytime staffing, HATS plans to hire non-uniformed security guards who will be on-site every evening from 6pm to 6am.

If Residents need support, individuals trained in outreach and de-escalation techniques would handle the situation. Our team has been present at The Hub where a guest became upset and experienced an episode. The situation was quickly and successfully diffused.

The Hub confirmed they have two trained mediators with expertise in Restorative Justice who will be available to the HATS community for conflict resolution. We also intend to build leadership capacity among the Residents.

In the event of an extreme crisis incident, the police services, EMS and the fire services acknowledge we’ll be calling 911, like any other citizen.

POLICE SERVICES SUPPORT

If the police approved a dedicated Social Navigator (SN) for this site, that would be helpful (in satisfying council concerns).

In our meeting with Sgt. Pete Wiesner and Staff Sgt Dave McKenzie, we learned that a range of units (aside from SNs) have been set up and are available to our site. The units are as follows:

Social Navigator –This unit has 5 officers assigned, in part, to help clients navigate the myriad of social support services available to those in need. These officers are



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accompanied by a nurse or mental health worker. These teams cover the entire City, and it would not be feasible nor necessary for them to dedicate their resources to the 10 Residents on our site.

COAST – Crisis Outreach and Support Team: This has 2 non-uniformed police officers assigned to it, working with our mutual clients in a *pro-active* manner for generally non-life-threatening situations.

MRRT – Mobile Rapid Response Team: This unit has 8 officers assigned. They generally respond to serious, often life-threatening situations. It is viewed as more of a *reactive* service as compared to COAST.

Crisis Response Unit – This is basically the coming together of the **COAST**, **MRRT** and **Social Navigator** units to better serve those experiencing a mental health crisis, whether immediate or long term.

In addition to the above, the Police Service has stepped up by establishing the **Rapid Intervention Support Team (RIST)**. This has brought together many other essential support organizations involving a total of approximately 18 resources (excluding supervisory personnel) as follows:

HRIC – Hamilton Regional Indian Centre serving the needs of the indigenous community has provided 1 resource;

Interval House – serving the emergency needs of woman has provided 1 resource;

YMCA –focused on the youth has 1 representative at the table;

Wesley – has provided 2 resources;

John Howard Society – has provided 1 resource pertaining to guidance on court/legal matters;

St. Joseph Hospital – has 1 medical staff person focusing primarily on providing addiction services;

CAMH – has 1 staff member providing mental health support services;

EMS – have 4 paramedics assigned.

FIRE SAFETY

1. Is there adequate access for the Fire Department and EMS?

The Fire Department is creating a site-specific Fire Safety Plan for us, and noted that the lot has a fire hydrant at its south-east corner.



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The Chiefs of Police, Fire Department and EMS have told us they have adequate access from Barton Street and Earl Street, and personnel would access the site on foot, not by vehicle. This is no different an approach than that used when accessing a typical building-sized lot, which is a very small, measuring only 52’ by 132’.

2. What separation between cabins is required by the fire department?

Pete deBoer, Chief Fire Prevention Officer, is working with us to prepare a custom Site Safety Plan, which includes consulting with the City’s Building Department on the required separation between the cabins.

3. Are there fire department rules about the ways stored things could interfere with fighting a fire?

Fire Chief Cunliffe recommended metal, lockable storage bins be situated at the rear of each home for Residents to store their belongings. This will also help to curtail hoarding. We have incorporated the bins in our current site design (see blue bins in site plan below).

SITE MANAGEMENT

INSURANCE

HATS has secured the following insurance coverage

Directors & Officers Liability
Property & General Liability
Accident
Liability
Cyber Guard.

PROGRAM ROLLOUT

Describe how you will be providing for showers, toilets, kitchen, cooking etc.

We have secured a washroom trailer and our budget includes a kitchen and communal meeting room trailer (see site plan below).



How frequently will the sewage be removed from the site? That could be a concern for residential neighbours.

Sewage will be removed on a weekly schedule or as required by the system capacity. Residents will be responsible on a daily basis for keeping the washrooms clean.

What Timeline Are You Planning For?

Rollout Schedule

	Initiate Controlled Rollout Dec. 9 2022	Secure Equipment & Resources Jan 4 2023	Operationalize Site Jan 11 2023
CONSTRUCTION	<ul style="list-style-type: none"> - Secure sufficient funding 	<ul style="list-style-type: none"> - Place orders for Homes - Place orders for Communal Units 	<ul style="list-style-type: none"> - Place fully equipped Homes & hook up technical services - Place Communal Units & hook up technical services
SITE MANAGEMENT	<ul style="list-style-type: none"> - Secure Site Managers - Secure Security personnel - Social Support Services readied 	<ul style="list-style-type: none"> - Site Managers Orientation - Security personnel Orientation - Social Support Services Orientation 	<ul style="list-style-type: none"> Staff On-site
RESIDENT OCCUPANCY	<ul style="list-style-type: none"> - Applicants apply for Home 	<ul style="list-style-type: none"> - Interview & select applicants - Residents Orientation 	<ul style="list-style-type: none"> - Residents occupy Homes



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What will the expectations and rules be for the site?

Rules will be co-created with the Residents and support services representatives.

The responsibilities of the site community will include:

- a. Compliance with contractual agreement between Residents and HATS (Commitment Statements)

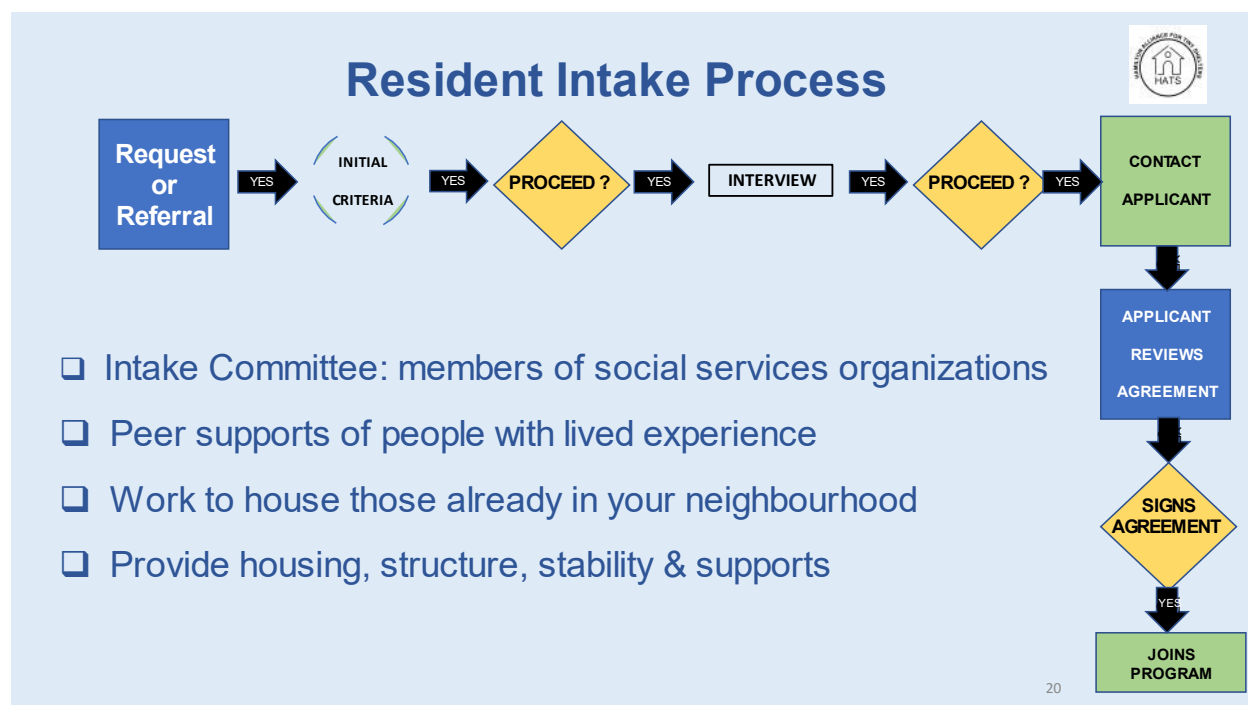
Note* The agreement to occupy a home meets the exemptions outlined in the Residential Tenancies Act, meaning that this Act does not apply. Residents sign a statement that clearly acknowledges that the RTA does not apply.

- b. That they will direct their Ontario Works or Ontario Disability Support Program shelter allowance portion to HATS.
- c. Our program is focused on building on the dignity of the individual, their belonging to a community and understanding their real needs.
- d. Residents are responsible for their own well-being, dignity and autonomy; HATS encourages values around being independent as well as being a part of a community.
- e. As full partners in our program, they understand there are rules and will sign an agreement before moving in.

See Appendix A for the Draft Agreement (which is subject to Resident input).

How will you be selecting the Residents?

See intake process below.



The program intake process and the decision on who will be a good fit for our program will be in consultation with front line service providers, who include:

RIST, the Hamilton Regional Indian Centre, The Hub, Wesley and The Shelter Health Network.

Prospective residents will need to meet the following eligibility:

- Unhoused, and not already living in one of the City's shelters.
- A proven inability to access the traditional shelter system, and
- One on one meeting with partnering support services to discuss and assess suitability.

How many Residents? 10 Residents

How long do we have the site? 18-24 months as the owner will be developing a structure on the site subject to approved City permit applications.

How long with Residents stay there?

As long as they respect the rules and guidelines, they can stay until permanent housing is available to them.



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How will we ensure the portable toilets and showers are for the Residents and that others are not using them?

Site and security staff will ensure only the community Residents use the washroom facilities. [The ideal situation would be for the City to set up public washrooms nearby.]

How do we ensure there are no tents on-site?

The entire site will be monitored by video cameras, enveloped with a safety fence that has only one entry point to the site. In addition, the site owner will obtain a Blanket No Trespass order. A No Trespassing Sign will be put up on the property. Police officers will be called in the event of any trespassers.

What happens if there is a complaint by neighbours?

Our core principles are:

- We want to have an open, transparent process
- We want to engage the neighbourhood
- We want to be good neighbours

Our Neighbourhood Outreach Plan and response protocol include:

- a) Steering Committee and volunteers will be trained on how to handle any difficult conversations that may arise, either at the doorstep when delivering flyers to announce our site, and subsequently, when the site is established.
- b) Letters given to the Residents and neighbourhood establishments will include an invitation to a community meeting, a HATS email, and a phone number for inquiries.
- c) A HATS hotline number on a separate phone will be set up as part of our Neighbourhood Outreach Plan. Neighbours will be able to text or call in any concerns to this hotline or to get additional information.

What is the structure of HATS - who receives the call?

- Site Management staff will receive any hotline calls during the normal work-week hours
 - Security staff will manage the hotline on evenings and weekends
- Complaints are logged confidentially on a file kept on the HATS Drive, and issues are responded to immediately.



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What volunteers does HATS have - roles and who is responsible for what?

We currently have 90+ Volunteers. Our Volunteer Coordinator (VC) has connected with each one. All Volunteers must complete an intake form, undergo an orientation session, and are required to apply for Police Checks.

Those who plan to volunteer on-site will be taken through an additional training course, and a staff person will always be on-site with them.

Particular skills or areas of interest are listed in a skills bank that enables our VC to quickly and easily identify who can help with any particular task.

In addition, our Volunteers have been invited to join our Working Groups as outlined earlier.

STAFFING & WRAP-AROUND SERVICES

1) Is a staff member staying on-site?

There will be 24/7 coverage on-site (see Appendix B below).

2) Which staff are supporting the site and in what ways?

The HATS Operation Team consists of the following:

- Case managers help the Residents navigate support services;
- Recreational Therapist enriches the well-being of the Residents;
- Site Managers work on the ground with our Residents, the Case Manager, Recreational Therapist, and with our Board of Directors, volunteers, and other staff to ensure the success of this tiny home community.

The Team’s role is to:

- Build trust and relationships with Residents on-site;
- Determine their needs;
- Provide conflict resolution, de-escalation, and support services to Residents;
- Ensure a clean and stable site by engaging in basic construction, maintenance, cleaning, and site management;



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- Liaise with the HATS Board and community partners to ensure necessary services and policies are in place;
- Provide direction, supervision, and goal-setting for volunteer crews on site;
- Coordinate access for Residents to on-site as well as off-site programs and services;
- Act as a point-of-contact on-site for volunteers, community members, and partner agencies;
- Help protect Residents from exploitative and dangerous situations;
- Problem-solve, work with Residents, program and community resources.

3) Is there one Case Manager for all Residents?

Many of these individuals already have a Case Manager provided by another organization, in which case there would be no need to duplicate this service, or disrupt their current case management relationships.

Case Managers from Wesley will be available on-site to Residents who need help.

4) Who is providing the staff? And how are staff to be funded?

Wesley is providing and will pay for 1.5 full-time equivalent staff (an in-kind value of \$36K). In addition, Wesley will be donating the remaining 0.5FTE (\$24K) to HATS to be put towards our other staffing costs.

As per our budget, HATS will be providing 2FTE Site Managers and night-time security staff.

5) If staff don't show up, what happens?

We have budgeted for the cost of back-up measures by having a staff member on call/backup.

6) Which partners are contributing what? Who is actually committed to providing services, of what kind and how much of that service are they committed to?



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The following community partners are providing support:

Service	Agency	Mobile to site and/or off-site
<p>1. Case Managers – System Navigation and Support x 2</p> <ul style="list-style-type: none"> • System navigation: OW/ODSP/Housing referrals/coordinating and attending appointments/soft referrals to services required by HATS member • Lend support to respond issues as they arise • Overdose response trained 	<p>The Hub: “Our team works closely with physicians, social work, nurses, housing and shelter workers, police, public health officials, and community organizations to develop comprehensive housing and/or addictions plans for our clients”</p>	<p>On-site on a routine basis, responding to issues and concerns on an additional ad hoc basis 24 hours a day, with reasonable response time. On-site/mobile.</p>
<p>2. Assertive Outreach Intensive Case Manager x 2</p> <p>Description of role in Part B above</p>	<p>Wesley Urban Ministries & Hamilton Alliance for Tiny Shelters (HATS) Intervention and Support Team</p>	<p>Wesley has committed to hiring one staff person specifically to provide case management support, plus a 0.5FTE recreational therapist to the HATS community. They will be on-site & mobile.</p>
<p>3. Site Safety planning, Health checks, healthcare-focussed response</p>	<p>RIST & other SN Programs</p>	<p>On-site as needed</p>
<p>4. Medical outreach – basic medical care – overdose response</p>	<p>EMS</p>	<p>On-site as needed</p>
<p>5. Regular Health Checks</p>	<p>EMS</p>	<p>Regular Bi-weekly clinic held on-site</p>



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Service	Agency	Mobile to site and/or off-site
6. Medical outreach – Overdose response	The Shelter Health Network (SHN) & the Hub partnership	SHN operates out of the HUB and HATS Residents can attend the HUB to access the treating physicians, just as unhoused persons currently do. Mobile support to the site will be provided on a case-by-case basis.
7. Harm Reduction Supplies on-site	The Hub and Aids Network will deliver and maintain stock	Supplies delivered on-site
8. Indigenous Supports	Hamilton Regional Indian Centre (HRIC) Hamilton Community Legal Clinic	Scheduled visits by mobile outreach program, providing soup, hygiene products etc. for all on-site and cultural support for Indigenous Residents in particular Extension of services on-site and consultation
9. Daily Meal Delivery	Wesley Urban Ministries	Delivery to site
10. Mental Health Outreach	CMHA	Routine weekly site visits to be arranged



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Service	Agency	Mobile to site and/or off-site
<p>11. Violence/Conflict</p>	<p>The Hub – Liz (licensed community mediator) On-site and as-needed basis</p> <p>Social Navigators/Police if needed Streamlined process to site on an as-needed basis</p>	
<p>12. Two On-site staff: Daily operations and logistics Resident relations Referrals and coordination with support services Emergency response Conflict response Enforcement of rules Working in collaboration with case managers from Wesley</p>	<p>HATS employees</p>	<p>On-site staff employed by HATS and/or partner(s)</p>

APPENDIX A: DRAFT RESIDENTS’ AGREEMENT

Hamilton Alliance for Tiny Shelters (HATS) Makes These Commitments:

1. We provide a safe place for previously unsheltered people to be. It is our goal to help people transition to (permanent) housing.
2. We foster a community of people built on respect.
3. We provide a home for each Resident. Each home will be equipped with two locks; Residents are responsible for replacing locks should they be broken or lost.
4. We provide sanitation facilities.
5. We encourage community partners to provide food, health care including addictions and mental health counselling and treatment, as well as harm reduction support.
6. We encourage site community volunteers to support and improve the quality of life at HATS.
7. We will provide a stipend for extra chores completed.
8. Pets are allowed, but must not adversely affect other residences or the shared communal spaces.



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9. We will strive to continuously improve the conditions, environment and operations so that this program is the best it can be for its Residents.

As a Resident of HATS, I Make These Commitments:

10. I will respect the other Residents of HATS.
11. I will respect the buildings and property where we live.
12. I will respect the site coordinators, and support their efforts to maintain a safe and caring community.
13. I will respect the neighbouring properties and will not trespass.
14. I will work together with the other Residents to help to manage our community.
15. I understand that everyone has a role to play, to look after each other, and to keep the buildings and property clean and orderly. Appropriate volunteer roles (“core community support”) of approximately 3 hours per week will be assigned.
16. I will transfer my monthly OW or ODSP shelter allowance to support the operations of HATS. If I am not in receipt of OW or ODSP, I will initiate the OW application process within a week of arriving at HATS.
17. I agree to allow HATS to collect my personal information in regard to shelter allowance for this housing and disclose this information to other support organizations, as applicable. Personal information is collected in accordance with the Personal Information Protection & Electronic Documents Act. Only relevant information will be shared with other support organizations.
18. I understand that withdrawing my shelter allowance will require a conversation with myself, the Site Managers and OW/ODSP staff to confirm I have permanently left the property.
19. I understand that my information will be recorded in the Homeless Individuals and Families Information System (HIFIS) secure database. This database is used by Service Providers within the City of Hamilton system for the purpose of accessing services to help me find and keep a home.
20. I will not sub-let the home I have been assigned, nor will I let friends stay over for more than one week. Guests may not make HATS their primary residence without being approved and brought into the program and agreeing to all the terms outlined in this document.
21. I commit to staying safe and keeping other Residents and volunteers safe from COVID-19, by wearing a mask over my nose and mouth in all indoor shared spaces at all times during a pandemic outbreak, frequent hand washing, and staying 2 metres (6 feet) away from others.
22. I agree to dispose of any needles or sharps in a yellow Sharps Container.



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23. I agree that HATS, staff, and partner organizations are not responsible for damages to the tiny home in which I reside or property inside it during the move.
24. I acknowledge the use of drugs is not endorsed by HATS, however, if use is necessary, it will not be tolerated outside the home, i.e., in the communal areas.
25. Dealing of drugs will not be tolerated on-site.

Together the Residents and HATS Make These Commitments:

25. We will establish a Site Community Council.
26. All Residents will be expected to participate (in varying degrees) in a Site Community Council that will work to improve operations at HATS and to restore relationships should conflict arise.
27. Consequences for inappropriate behaviour will include:
- 1-hour (take a walk)
 - Written warning
 - 24-hour restriction from shared space
 - Eviction (in the event of an eviction the HATS will make its best efforts to connect the evicted person to supports that will assist in finding an appropriate alternative accommodation).
28. Theft of any kind will result in consequences. Theft from a neighbour of HATS will result in eviction.
29. Violence will not be tolerated.
30. Threatening or persistent disruptive behaviour will not be tolerated.
31. No weapons are permitted. Knives, within reason, are permitted; however, if the use of a knife causes trouble, this privilege will be revoked.

By signing this document, I agree to the above noted commitments.

Signed, this _____ day of _____ 2022

Name & Signature

HATS Contact Name & Signature



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**APPENDIX B: WEEKLY ON-SITE STAFFING SCHEDULE PROVIDING
24-HR COVERAGE**

2 FTE Site Managers (HATS)

1 FTE Case Manager (Wesley)

1 0.5 FTE Recreational Therapist (Wesley)

2 Night Security Personnel

Note:

Day shifts run from 6am-6pm; realistic schedule for those transitioning from street living.

Night shifts run from 6pm-6am

The schedule is below:

HATS – Daytime - On-Site Staffing Schedule Providing 24-hr Coverage

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
8:00 AM							
8:30 AM							
9:00 AM							
9:30 AM							
10:00 AM							
10:30 AM							
11:00 AM							
11:30 AM	Case Manager Site Manager	Case Manager Site Manager	Case Manager Site Manager	Case Manager Site Manager	Site Manager Case Manager	Site Manager	Site Manager
12:00 PM							
12:30 PM	Case Manager Rec Therapist	Site Manager Case Manager Rec Therapist	Site Manager Case Manager Rec Therapist	Site Manager Case Manager Rec Therapist	Site Manager Case Manager	Site Manager	Site Manager
1:00 PM							
1:30 PM							
2:00 PM							
2:30 PM							
3:00 PM							
3:30 PM							
4:00 PM							
4:30 PM							
5:00 PM	Case Manager Site Manager	Case Manager Site Manager	Case Manager Site Manager	Case Manager Site Manager	Case Manager Site Manager	Site Manager	Site Manager
5:30 PM							
6:00 PM							

HATS – Night Time On-Site Staffing Schedule Providing 24-hr Coverage

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
6:30 PM							
7:00 PM							
7:30 PM							
8:00 PM	Overnight Security / Staffing	Overnight Security / Staffing	Overnight Security / Staffing	Overnight Security / Staffing	Overnight Security / Staffing	Overnight Security / Staffing	Overnight Security / Staffing
8:30 PM							
9:00 PM							
9:30 PM							
10:00 PM							
10:30 PM							
11:00 PM							
11:30 PM							
12:00 AM							
12:30 AM							
1:00 AM							
1:30 AM	Overnight Security / Staffing	Overnight Security / Staffing	Overnight Security / Staffing	Overnight Security / Staffing	Overnight Security / Staffing	Overnight Security / Staffing	Overnight Security / Staffing
2:00 AM							
2:30 AM							
3:00 AM							
3:30 AM							
4:00 AM							
4:30AM							
5:00AM							
5:30AM							
6:00AM							



CITY OF HAMILTON
HEALTHY AND SAFE COMMUNITIES DEPARTMENT
Housing Services Division

TO:	Chair and Members Emergency and Community Services Committee
COMMITTEE DATE:	February 16, 2023
SUBJECT/REPORT NO:	Income and Asset Limits for Rent Geared to Income Assistance (HSC23004) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Sam Hanna (905) 546-2424 Ext. 3251 Brian Kreps (905) 546-2424 Ext. 1782
SUBMITTED BY:	Michelle Baird Director, Housing Services Division Healthy and Safe Communities Department
SIGNATURE:	<i>Michelle Baird</i>

RECOMMENDATION

That the income and asset limits for Rent Geared to Income assistance (RGI) eligibility and associated exclusions and conditions contained in Appendix "A" to Report HSC23004, be approved.

EXECUTIVE SUMMARY

Rent Geared to Income (RGI) assistance is a financial subsidy to help low-income residents maintain housing. Rent is calculated based on 30% of a household's net income or if the household is in receipt of social assistance a rent scale is applied. To qualify for RGI applicants must:

- Be 16 years of age or older and be able to live independently;
- Be a Canadian citizen, landed immigrant or refugee claimant;
- Not be subject to a deportation, departure, or exclusion order;
- Not owe arrears for rent or damage to any social housing provider; and,
- Agree to sell any residential property they own within 180 days of being offered RGI

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SUBJECT: Income and Asset Limits for Rent Geared to Income Assistance (HSC23004) (City Wide) - Page 2 of 9

In March 2022, the Province introduced [O. Reg 242/22](#) which amended the *Housing Services Act, 2011* (HSA) requiring Service Managers (SM) to implement local income and asset limit rules to determine eligibility for RGI. The target date for implementation in Hamilton will be July 1, 2023. This requirement will include households applying for RGI assistance as well as current recipients of RGI assistance. This policy direction is part of the Province's strategy to reduce social housing waitlist times. Previously the implementation of local income and asset limits was optional, and the City of Hamilton elected not to require them for applications for RGI assistance. The requirement to review income and assets will not apply to those applicants in receipt of social assistance (Ontario Works or Ontario Disability Support Program) as they are already subject to a means test.

Service Managers have flexibility to set local income and asset limits. Under local eligibility rules, the income limits for RGI applicants can be set at a higher amount but must, at a minimum, be equal to the Household Income Limits (HILS), specified in [O. Reg 370/11](#) s.40 (4) of the HSA. The HILs are reviewed annually by the Province using data from the Canadian Mortgage and Housing Corporation's annual market rent survey. They are specific to the size, type, and geographical location of the housing. For those already in receipt of RGI assistance, their total household income must be at or below the prescribed Household Income Limits (HILS). Staff recommend that the proposed income limits for RGI applicants align with the HILS which range, depending on the number of bedrooms, from \$34,000 for a bachelor unit to \$74,500 for a four bedroom or larger unit. This recommendation is based on an analysis of rental housing affordability in Hamilton across different levels of annual household income which found that those residents with incomes at or below the HILs are most risk of housing unaffordability.

[O. Reg 242/22](#) s.32.5(4) requires that the asset limit be at least \$50,000 but may be set to a higher amount. Some assets are already excluded by the HSA, such as: furnishings, personal effects, a motor vehicle, RRSP and RDSP etc. Service Managers are permitted to further determine local eligibility rules by excluding additional assets. Locked-in Retirement Accounts and Life Income funds are recommended as additional exclusions, as they further support the protection of asset resiliency of Hamilton residents, especially amongst the senior population. The recommendations for asset limits are based on an analysis of the liquid resources required to ensure the asset resiliency of applicants for RGI assistance and a consideration of the anticipated impact to existing recipients.

The implementation of an income and asset limit represents a tension between competing priorities. That is, the need to support those residents who are vulnerable to the increasing challenges of meeting their housing needs while also attempting to alleviate the ongoing pressure on the overburdened waitlist for subsidized housing.

**SUBJECT: Income and Asset Limits for Rent Geared to Income Assistance
(HSC23004) (City Wide) - Page 3 of 9**

Alternatives for Consideration – Not Applicable**FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

Financial: N/A

Staffing: N/A

Legal: N/A

HISTORICAL BACKGROUND

In 2011, the Province enacted the *Housing Services Act* (HSA) which replaced the *Social Housing Reform Act*. The HSA designated the City of Hamilton as Service Manager of social housing programs within its boundaries including administration of Rent Geared to Income (RGI) assistance.

RGI assistance is subject to the rules laid out in the HSA, and the program is funded and offered by the City Hamilton to make rent affordable for households that qualify. A household's rent for a subsidized unit is set at 30% of their net monthly income or if the household is in receipt of social assistance a set rent scale is applied.

In 2017, the Auditor General's [Value-for-Money Audit](#), reviewed social housing waitlists in Ontario. The report highlighted that large numbers of applicants are unable to secure RGI housing because of significantly long wait times. The introduction of mandatory income and asset limits was put forth as a recommendation to the Ministry of Municipal Affairs and Housing (MMAH) as a strategy to reduce waitlist times for subsidized housing.

Service Managers have always had the ability to set income and asset limits for RGI eligibility. On March 12, 2018, the current [Income and Asset Limits Policy](#) was approved and it did not set limits for RGI applicants.

MMAH accepted the recommendation from the Auditor General and introduced [O. Reg 242/22 to the HSA](#). As a result, by July 1, 2023, the Service Manager is required to implement local income and asset limit rules to determine eligibility for subsidized housing. This requirement will present a substantial change to the existing processes for determining initial eligibility and renewal.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

[O. Reg 242/22 to the HSA](#) s. 32.4 and s.32.5 requires Service Managers to set local income and asset limit rules to determine eligibility for placement on the Access to

**SUBJECT: Income and Asset Limits for Rent Geared to Income Assistance
(HSC23004) (City Wide) - Page 4 of 9**

Housing waitlist for Rent Geared to Income (RGI) assistance as well as ongoing eligibility for RGI assistance no later than July 1, 2023. Service Managers have some flexibility to set local income and asset limits. Income limits must be no lower than those prescribed by the Household Income Limits (HILs) as per the *Housing Services Act* (HSA) but may be higher. The HSA allows Service Managers discretion to set different asset limits for units and households of different types and sizes and for units in different parts of the service manager's service area. The local asset limit must be at least \$50,000 but may be higher. Without limiting what else the Service Manager may exclude, the local eligibility rule must exclude the following assets of the household:

1. The value of the interest of a member of the household in a motor vehicle that is not used primarily for the operation of a business by a member of the household;
2. The value of tools of a trade that are essential to the work of a member of the household as an employee.
3. The value of assets of a member of the household that are necessary to the operation of a business that the member operates or has an interest in up to a maximum of \$20,000 for that member.
4. The value of a prepaid funeral.
5. The cash surrender value of a life insurance policy up to a maximum value of \$100,000 for the household.
6. The proceeds of a loan taken against a life insurance policy that will be used for disability-related items or services.
7. If a member of the household has received a payment under the *Ministry of Community and Social Services Act* for the successful participation in a program of activities that assists the person with the successful completion of a high school diploma, the development of employment-related skills and the further development of the person's parenting skills, the value of any portion of that payment that, within a time that is reasonable in the opinion of the service manager, will be used for the member's post-secondary education.
8. The value of funds held in a registered education savings plan, as defined in section 146.1 of the *Income Tax Act* (Canada), for a child of a member of the household.
9. The value of the clothing, jewellery and other personal effects of a member of the household.
10. The value of the furnishings in the accommodation used by the household, including decorative or artistic items, but not including anything used primarily for the operation of a business.
11. The value of the beneficial interest in a trust of a member of the household who has a disability if the capital of the trust was derived from an inheritance or from the proceeds of a life insurance policy, up to a maximum value of \$100,000 for that member.

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**SUBJECT: Income and Asset Limits for Rent Geared to Income Assistance
(HSC23004) (City Wide) - Page 5 of 9**

12. The value of funds held in a registered disability savings plan, as defined in section 146.4 of the *Income Tax Act* (Canada), if the beneficiary of the plan is a member of the household.
13. The value of funds held in an account of a member of the household in conjunction with an initiative under which the service manager or an entity approved by the service manager commits to contribute funds towards the member's savings goals.
14. The value of funds held by a member of the household in a registered retirement savings plan, as defined in section 146 of the *Income Tax Act* (Canada), or in a registered retirement income fund, as defined in section 146.3 of that Act.

RELEVANT CONSULTATION

Housing Services Division staff have conducted consultations with other Service Manager jurisdictions including Niagara Region, The Region of Halton, Durham Region, and The Region of Waterloo. Other Service Manager asset limits vary, but the majority report that they will set their asset limit between \$50,000 and \$75,000. Peel, Durham, York have enacted a Grandfathering clause for households already in receipt of a housing subsidy. The region of York created a higher asset limit for those already in receipt of RGI assistance prior to the new policy taking effect.

Most other Service Managers have elected to use the HILs as the benchmark for their income limits. Exceptions include:

- York which has set a single income limit of \$80,000 The income limit is set at the 40th income percentile of incomes for York Region.
- Hastings County, where income limits are tied to the market rent amounts for individual buildings or properties.

Housing Services Division staff have sent questionnaires or conducted consultations through surveys and in person meetings with the following community groups:

- Indigenous Advisory Committee;
- Seniors Advisory Committee;
- Advisory Committee for Persons with Disabilities;
- Women Abuse Working Group; and,
- Social Housing Providers

Generally, consultations revealed scepticism regarding the impact that income and asset limits will have on the Access to Housing (ATH) waitlist. Several respondents noted the fundamental issue of a lack of supply regardless of any income or asset limits

**SUBJECT: Income and Asset Limits for Rent Geared to Income Assistance
(HSC23004) (City Wide) - Page 6 of 9**

for waitlist applicants. Responses to surveys indicated a preference for high asset limits thresholds (e.g. \$100,000+) but without supportive evidence for that preference. While some respondents favoured higher income limits, the survey responses did not indicate a majority preference for or against the use of Household Income Limits (HILs) as the benchmark income limit. Some of the responses from the consultations expressed concerns for the impact of asset limits on victims of family violence whose ability to access their financial resources may be compromised.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

Concerns of financial security are widespread across Canada. The rise in rental costs is central to a trend that is seeing Hamilton become increasingly unaffordable. New tenants are paying much more than established ones as rental housing becomes less affordable to low-income and mid-income households. In 2021, 37.5% of renter households in Hamilton were spending more than 30% of their income on rent. Moreover, the population of renter households continues to outpace the growth rate of owner households in Hamilton.

RGI assistance is one of the tools available to address housing affordability for vulnerable residents. The creation of a household income and asset limit will preclude some residents from eligibility for this rent subsidy. However, the current volume of the waitlist and the length of time it takes for households to receive a subsidy demonstrates the need to make difficult choices in order to prioritize those households most at risk of housing insecurity.

A. Asset and Income Limits

Assets serve as one form of insurance for households against economic uncertainty and as a foundation for long-term social development. However, individual decisions on savings and asset accumulation are often informed by the incentives and obstacles embedded in the design of the tax system as well as social programs including RGI assistance. Therefore, the promotion and protection of asset resiliency should serve as a foundational principle in the decision-making rationale of a local asset limit.

A household is considered asset poor if its assets are insufficient to maintain its well-being (at a low-income threshold) for three months. While various measures of poverty generally consider income, asset poverty levels are typically 2–3 times higher in Canada. Moreover, certain groups such as seniors, are more likely to be income poor but maintain sufficient assets. While the HSA does provide that Registered Retirement Savings Plans are excluded, the addition of Locked-in Retirement Accounts and Life Income funds as exclusions, will further support the promotion of asset resiliency for seniors in Hamilton.

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SUBJECT: Income and Asset Limits for Rent Geared to Income Assistance (HSC23004) (City Wide) - Page 7 of 9

The Statistics Canada Survey of Financial Security can serve as a guide when assessing an appropriate asset limit. It defines asset resilience as the ability of Canadians to cover unexpected expenses, or reduced income, by drawing from assets (e.g. a bank account) for a period of three months. The survey establishes benchmarks based on the low-income measure estimate for 2019. To be deemed asset resilient for three months, a person living alone would require liquid assets of approximately \$6,000 and a household of four would require \$12,000. The longer the duration the greater amount of liquid assets are required, e.g. \$48,000/year for a family of 4.

There are households who experience significantly long wait times for housing, which can range from several months to upwards of 10 years. Considering that the average wait time for an RGI subsidy in Hamilton is lengthy, it is not unreasonable that an asset limit in the amount of \$50,000 for a single and \$100,000 for a family would be required to sustain a household and serve as a protective factor until they may realize the supports needed to stabilize their living situation.

A household is said to be in core housing need if it spends 30% or more of its total before-tax income to pay the median rent of housing. The information in Table 1 below, was created by drawing on data available in the Canadian Rental Housing Index compared with the HILS released by the Province in January 2023. The Index is a comprehensive database that compiles rental housing statistics for cities, regions, and provinces across Canada. The index provides a point in time snapshot of how much rent Canadians are paying in different parts of the country and compares affordability measures as well as insights into where residents are overcrowded and severely overspending on housing.

Household Income Limits		Bachelor unit (\$)	1-bedroom unit (\$)	2-bedroom unit (\$)	3-bedroom unit (\$)	4-bedroom unit or larger (\$)
		\$34,000	\$44,000	\$52,000	\$59,500	\$74,500
Income Band	\$0 to \$20,845	50%	58%	79%	98%	111%
	\$20,845 to \$36,825	30%	35%	39%	37%	47%
	\$36,825 to \$60,009	20%	21%	25%	29%	30%
	\$60,000 +	13%	13%	14%	17%	18%

The portion of renter household income spent on rent and utilities demonstrates levels of unaffordability across household income bands. The data demonstrates which households are most vulnerable. The Hamilton population most at risk of housing

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SUBJECT: Income and Asset Limits for Rent Geared to Income Assistance (HSC23004) (City Wide) - Page 8 of 9

unaffordability are those whose income is below the HILs. This cohort spends a disproportionate amount of their income on shelter expenses. This suggests the HILs are a suitable income threshold for most residents in Hamilton.

B. Exceptional Circumstances

The HSA allows the Service Manager to determine that an otherwise ineligible household may qualify for RGI assistance even though their income or assets exceeds the local limits, if the service manager is satisfied that there are extenuating circumstances. A related provision exists in the Housing Service's [Divestment of Residential Property Policy](#), which provides that if a household receiving RGI declares being a victim of family violence or a safety issue and has interest in a property that is jointly owned with the abusing individual, the housing provider may extend the time for the divestment as the housing provider deems appropriate. A similar provision should be included in the income and asset limits policy for Hamilton as it serves as a reasonable exception to the eligibility rules and recognizes the need to include additional protective policies for victims of family abuse.

C. Existing RGI Recipients

Currently Hamilton does not collect and maintain reliable data regarding income level(s), source(s) and assets of those on the waitlist or in receipt of RGI assistance. Therefore, the exact number of households that will be affected by the creation of an income and asset limit cannot be determined at this time. Other Service Managers have attempted to calculate the impact that imposing income and asset limits may have on their waitlist and existing tenants in receipt of RGI assistance. Generally, the analyses suggest the potential for a modest reduction in waitlist volume and the ineligibility of a small percentage of current recipients.

To mitigate adverse effects on existing subsidized households, a higher asset limit for these residents is recommended. Existing subsidized households were offered units under a set of rules that did not include asset limits. Permitting existing subsidized households to have a higher asset limit would honour the original arrangement in which they were housed, while at the same time introduce some fairness by removing subsidies from those households able to afford market rents based on their asset levels. Moreover, any existing household found ineligible because of excess assets, may still be reinstated within a period up to two years should their circumstances change. This means that the loss of subsidy does not have an immediate effect on increasing the supply of subsidized units available and therefore has a limited impact on improving ATH waitlist times.

The decision to have different eligibility rules for waitlist applicants and households already receiving rent subsidies is not unprecedented among Service Managers. The

**SUBJECT: Income and Asset Limits for Rent Geared to Income Assistance
(HSC23004) (City Wide) - Page 9 of 9**

Regions of Peel, York and Durham have asset limit policies that distinguish between applicants and current recipients. For example, the asset limit for existing households in the Region of York is \$150,000, compared to an asset limit of \$75,000 for new applicants.

ALTERNATIVES FOR CONSIDERATION

N/A

ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN**Healthy and Safe Communities**

Hamilton is a safe and supportive City where people are active, healthy, and have a high quality of life.

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report HSC23004: Summary in Local Income Limits, Asset Limits, Exclusions and Conditions for Eligibility for Rent Geared to Income Assistance

Summary of local Income Limits, Asset Limits, Exclusions and Conditions for Rent Geared to Income assistance (RGI) eligibility in the City of Hamilton

Income Limit

The income limit for RGI eligibility in the City of Hamilton shall be aligned to the Household Income Limits as specified in the *Housing Services Act, 2001* O. Reg. 370.11 s.2 (1) which are as follows:

Measure	Service Manager	2023				
		Bachelor unit (\$)	1-bedroom unit (\$)	2-bedroom unit (\$)	3-bedroom unit (\$)	4-bedroom unit or larger (\$)
Household Income Limits	City of Hamilton	\$34,000	\$44,000	\$52,000	\$59,500	\$74,500

Asset Limit

The asset limit for RGI eligibility in the City of Hamilton, for new applicants shall be \$50,000 for a single applicant and \$100,000 for applicant households with more than one member.

The asset limit for RGI eligibility in the City of Hamilton shall be \$150,000 for existing recipients of RGI assistance.

Extenuating Circumstances

Victims of family violence shall constitute an extenuating circumstance and may be allowed additional time, at the discretion of the administrator, to divest themselves of assets that may be more than the local limits.

That authority be delegated to the General Manager, Healthy and Safe Communities Department, or their designate, to approve extenuating circumstances for other households at their discretion.


Exclusions Beyond Provincial Requirements

The value of assets that are Locked-in Retirement Accounts and Life Income Funds shall be excluded when determining initial or ongoing eligibility for RGI.

That authority be delegated to the General Manager, Healthy and Safe Communities Department, or their designate, to include additional categories of investment as exclusions at her discretion.



CITY OF HAMILTON
HEALTHY AND SAFE COMMUNITIES DEPARTMENT
Hamilton Fire Department

TO:	Chair and Members Emergency and Community Services Committee
COMMITTEE DATE:	February 16, 2023
SUBJECT/REPORT NO:	Updates to the Emergency Plan (HSC22001(a)) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Connie Verhaeghe (905) 546-2424 Ext. 6038
SUBMITTED BY:	David Cunliffe Chief, Hamilton Fire Department Healthy and Safe Communities Department
SIGNATURE:	

RECOMMENDATION

That the amending by-law attached as Appendix "A" to Report HSC22001(a) which amends the City of Hamilton Emergency Management Program By-law (By-law 22-005), and which has been prepared in a form satisfactory to the City Solicitor, be enacted and effective immediately.

EXECUTIVE SUMMARY

As mandated by the *Emergency Management and Civil Protection Act*, (R.S.O. 1990, Chapter E.9), the City of Hamilton has developed, implemented, and maintained an Emergency Management Program. The Act requires that both the Emergency Management Program and the Municipal Emergency Plan be adopted by a By-law (Sections 2.1 and 3). In addition, municipalities are required to review and, if necessary, revise their Emergency Plan annually as per Section 3 (6) of the Act.

As part of the annual review of the City of Hamilton's Emergency Management Program, the Emergency Plan was updated. These operational updates include changes to the Hazard Identification Risk Analysis and a minor change to the Incident Management Structure (IMS) with the Health and Safety Coordinator now reporting to the Human Resources and Labour Relations Officer as opposed to Legal. As a matter of updating as per regulations, and as a matter of housekeeping, staff are

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SUBJECT: Updates to the Emergency Plan (HSC22001(a)) (City Wide) - Page 2 of 3

recommending that the amendment to the Emergency Program Management By-law 22-005 be approved.

As part of the 2023 annual review of the City of Hamilton's Emergency Management Program staff will be incorporating a social determinants of health lens.

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: N/A

Staffing: N/A

Legal: N/A

HISTORICAL BACKGROUND

In 2021, the City of Hamilton Emergency Plan was amended to reflect changes to the IMS response structure and the Emergency Operations Centre Management team. The Emergency Plan was amended, and By-law 21-015 was repealed to ensure the Emergency Plan and the By-law were in sync. The new By-Law 22-005 was approved by Council on January 19, 2022.

During 2022, the Emergency Management program completed a fulsome review of the City's Hazard Identification Risk Analysis. As a result, an updated hazard list was developed which has now been added to the City's Emergency Plan.

There was also a minor change to the Incident Management System (IMS) structure with the Health and Wellness Coordinator now reporting to the Human Resources and Labour Relations Officer instead of Legal.

As such, staff are recommending an amendment to the By-law, specifically the Emergency Plan, to reflect these changes. The changes are captured in the amended By-law and Emergency Plan attached.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

Adoption of the recommendation will ensure compliance with the *Emergency Management and Civil Protection Act*, including the standards under *Ontario Regulation 380/04* as administered by Emergency Management Ontario.

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SUBJECT: Updates to the Emergency Plan (HSC22001(a)) (City Wide) - Page 3 of 3

RELEVANT CONSULTATION

Legal was consulted regarding revisions to the By-law and the Emergency Plan. These revisions were reviewed with the Emergency Management Program Committee at the annual review meeting on December 6, 2022.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

The recommendations will ensure compliance with the *Emergency Management and Civil Protection Act*, and the standards under *Ontario Regulation 380/04*. These standards are administered by Emergency Management Ontario. An annual review of the standards is completed by the Emergency Management program and submitted to the province for compliance and adherence to the regulations. By updating the Emergency Management Program By-law, the City of Hamilton will be compliant to the standards under the *Ontario Regulation 380/04*.

ALTERNATIVES FOR CONSIDERATION

None

ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN**Healthy and Safe Communities**

Hamilton is a safe and supportive City where people are active, healthy, and have a high quality of life.

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report HSC22001(a): Amending By-law to By-law 22-005, the City of Hamilton Emergency Management Program By-Law

Authority: Item ,
Report HSC2201 (a)
CM:
Ward: City Wide

Bill No.

CITY OF HAMILTON
BY-LAW NO. 22-005

To Amend By-law 22-005, the Emergency Management Program By-law

WHEREAS; Council enacted By-law 22-005 on January 19, 2022;

AND WHEREAS Council deems it necessary to amend and update Schedule 1: City of Hamilton Emergency Plan which forms part of By-law 22-005;

AND WHEREAS this Amending By-law amends By-law No. 22-005 by repealing and replacing Schedule 1 with an updated Emergency Plan;

NOW THEREFORE the Council of the City of Hamilton enacts as follows:

1. The amendments in this By-law include any necessary grammatical, numbering and lettering changes.
2. That By-law 22-005 be amended by repealing Schedule 1: City of Hamilton Emergency Plan and replacing it with Schedule 1 of this Amending By-law.
3. That in all other respects, By-law 22-005 is confirmed; and
4. That the provisions of this by-law shall become effective on the date approved by City Council.

PASSED this _____ day of _____, 2023

A. Horwath
Mayor

A. Holland
City Clerk

Schedule 1



Hamilton

CITY OF HAMILTON EMERGENCY PLAN

Enacted Under:

Emergency Management Program By-law, 22-005

REVISED: December 6, 2022

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Appendix 1: EOC Activation Procedure (confidential)

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1. Introduction

The City of Hamilton Emergency Plan, known throughout this document as the Emergency Plan, establishes a framework for responding to incidents or emergencies that may occur in the City. Developed with key officials, agencies and departments, it is a guideline that outlines collective and individual roles and responsibilities in responding to and recovering from an emergency.

The Emergency Plan describes the framework of how the City of Hamilton will respond to, recover from, and mitigate the impact of an emergency. It describes the legal authorities, plan concept of operations, functional responsibilities of the EOC Management Team, and notification procedures.

Several procedures and guidelines (listed in Section 4) exist as supporting documents and emergency response plans for the Emergency Plan. These documents outline an integrated response for responding to and recovering from emergencies. They can be stand-alone documents or grouped depending on the nature of the emergency and response required.

1.1. Purpose

The aim of the Emergency Plan is to make provision for the efficient administration, coordination, and implementation of extraordinary arrangements and response measures taken by the City of Hamilton to protect the health, safety, and welfare of the residents of Hamilton during any emergency by:

- Identifying the governance structure for emergency response within the City of Hamilton;
- Identifying the Incident Management System (IMS) roles and responsibilities required to respond and recover from emergencies and disasters;
- Identifying standard response goals for emergency response operations and decision making; and
- Providing for a coordinated response by the municipality and partner agencies in managing emergencies.

1.2. Legal Authorities

The legislation under which the municipality and its employees are authorized to respond to an emergency are:

- The *Emergency Management and Civil Protection Act*, RSO 1990, c.E.9, as amended (the "Act"); and

- The City of Hamilton Emergency Management Program By-Law 22-005

The *Act* requires municipalities to develop, implement, and maintain an emergency management program, and adopt it with a by-law. An emergency management program must consist of:

- An emergency plan;
- Training programs and exercises for employees of municipalities and other persons with respect to the provision of required services and procedures to be followed in emergency response and recovery activities;
- Public education on risks to public safety and on public preparedness for emergencies; and
- Any other element required for municipalities in standards of emergency management programs that may be developed by the Solicitor General of Ontario.

Ontario Regulation 380/04 describes emergency management standards for municipal emergency management programs. There are a number of required elements including:

- Development of an emergency response plan which includes a municipal control group to direct the municipal response to an emergency;
- Implementation of an Emergency Operations Centre with appropriate communications systems;
- Designation of an Emergency Information Officer; and
- Designation of an Emergency Management Program Coordinator.

The City of Hamilton Emergency Management Program By-Law approves the enactment of the City of Hamilton Emergency Plan and other requirements for the City's Emergency Management Program.

The Emergency Information Officer is the Communications Manager or designated alternate.

The Emergency Management Program Coordinator(s) are the City's Emergency Management Coordinators.

The Senior Official for the purposes of the City's Emergency Management Program Committee is the City Manager, or designated alternate.

1.3. Definition of an Emergency

Emergencies are distinct from the normal daily operations carried out by municipal first response agencies and City departments.

The *Act* defines an emergency as:

'A situation or impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise.'

1.4. Hazard Identification Risk Assessment

The Emergency Management Program has identified realistic hazards that may occur in Hamilton and assessed them in terms of probability, frequency of occurrence, magnitude of consequence or impact, and changing risk. Results of the Hazard Identification and Risk Assessment (HIRA) assist the Emergency Management Program in developing training and exercise scenarios and may initiate the development of hazard-specific plans or procedures in the event of an emergency.

As a result of the HIRA process, risks in the City of Hamilton listed below represent major incidents involving multiple locations or having a significant impact on City facilities, infrastructure, operations, or the public.

- Infectious Disease
- Fire or Explosion
- Extreme Heat
- Building or Structural Failure
- Substance Use or Overdose
- Flooding
- Erosion
- Chemical Release
- Tornado
- High Wind

1.5. Emergency Management Program Committee

The Emergency Management Program Committee (EMPC) as required by the Act consists of representatives from City departments and agencies, or designated alternates.

- Mayor
- City Manager
- City Solicitor
- Chief of Police
- Medical Officer of Health
- Fire Chief
- Paramedic Chief
- General Manager, Healthy & Safe Communities
- General Manager, Corporate Services
- General Manager, Planning & Economic Development
- General Manager, Public Works
- Executive Director, Human Resources
- Community Emergency Management Coordinators
- Director of Communications & Strategic Initiatives

The City Manager, or designated alternate, is the chair of the EMPC.

This committee reviews the Emergency Management Program for the purpose of legislated compliance and implementation of program initiatives including the review and updating of the Emergency Plan. The EMPC is not activated during an emergency.

1.6. Emergency Operations Centre Management Team

In the City of Hamilton, the Emergency Operations Centre Management Team (EOC Management Team) (see Section 3.2) acts as the municipal control group as defined by Ontario Regulation 380/04. The EOC Management Team will be composed of the following municipal officials, or their designated alternates, holding the following appointments:

EOC Management Team Position	Municipal Official
Mayor	Mayor
City Manager	City Manager
EOC Director	GM Planning and Economic Development
Information Officer	Manager of Communications
Legal	City Solicitor
Human Resources and Labour Relations Officer	Executive Director, Human Resources
Liaison Officer	Emergency Management Coordinator
Operations Section Chief	<p>The Operations Section Chief will be chosen by the EOC Director at the time of emergency from the following designates:</p> <ul style="list-style-type: none"> • Chief of Police • Fire Chief • Paramedic Chief • Medical Officer of Health • General Manager, Healthy and Safe Communities • General Manager, Public Works • Director, Planning & Economic Development
Planning Section Chief	Director, Planning and Economic Development
Logistics Section Chief	Director, Human Resources
Finance and Administration Section Chief	General Manager, Corporate Services

2. Concept of Operations

There are multiple response levels to any emergency within the City of Hamilton (see Diagram 1).

Site Response: The emergency responders at the site(s) of the emergency provide tactical response to the emergency as they attempt to mitigate its effects and bring the emergency under control.

Departmental Response: Departments that require local support to their operations may establish a Department Operations Centre (DOC). A DOC is primarily concerned with coordinating the department's activities in support of the department responsibilities and commitment to the emergency response. DOCs requiring further support to their response will activate the City EOC. DOCs will then interact with the City EOC, and their agency representatives or senior personnel at the scene. A DOC will focus on issues such as obtaining, coordinating and directing the department resources to respond to the emergency.

Corporate Response: The Emergency Operations Centre (EOC) is a physical location where the EOC personnel gather to collectively and collaboratively support emergency response and manage the consequences of an emergency. The EOC is utilized, where necessary, to centralize and coordinate efforts occurring at the site and any activated DOC's.

The EOC Management Team provides for the overall management and coordination of site support activities and consequence management. The EOC Management Team acts as the City's emergency control group under the *Act*. During an emergency, the EOC Management Team are notified and asked to respond to the EOC. The EOC Management Team has responsibility for:

- Notifying response agencies and coordinating the activities of the various departments and organizations which are needed to effectively respond to and recover from the emergency;
- Providing strategic direction and support to the response including the Incident Commander, site personnel and response agencies;
- Collecting as much information as possible on the status of the emergency and vetting the information, prioritizing it, evaluating it, summarizing it, disseminating/displaying it and acting upon required needs;
- Establishing priorities based on all the information gathered and developing EOC Action Plans that complement and enhance the response;
- Obtaining, coordinating and managing payment of any additional resources (both personnel and equipment) needed to support the

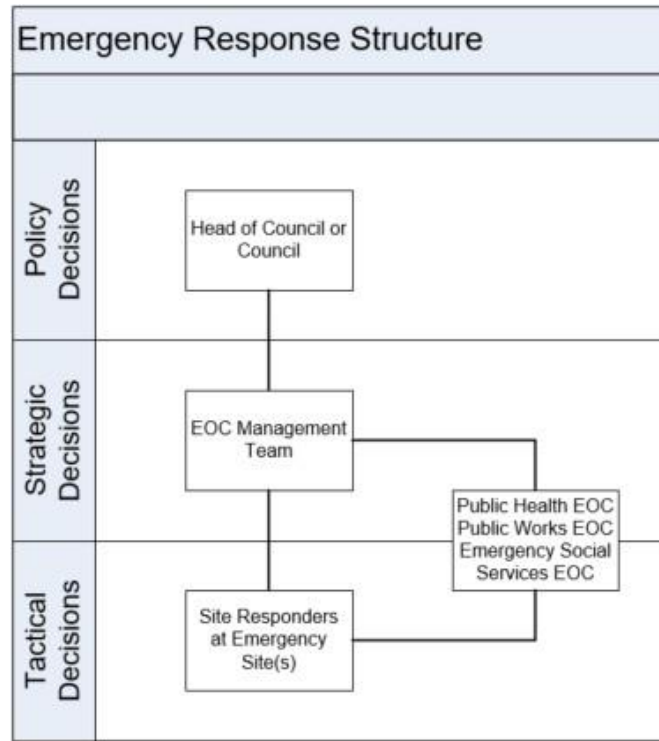
response;

- Coordinating all internal and external information and communicating advisories, warnings, and emergency information to staff and the general public.

The Mayor is considered the Head of Council during an undeclared or declared emergency. There may be the need for an Acting Head of Council during any period of the Mayor’s absence, inability or refusal of the Mayor to act as Head of Council or where the Office of the Mayor is vacant. The Head of Council has all the powers set out in the *Act* and Emergency Plan for purposes of an emergency and declared emergency.

The Policy Group is comprised of the Head of Council in their assigned role and authority during an emergency, or the Mayor and members of Council sitting as City Council at any regular or special meeting called during an emergency. The Policy Group may be established to receive information or reports during an emergency, and to provide any necessary policy direction to the EOC Management Team. The Policy Group does not have responsibility for emergency management during an emergency, but they do have power under the *Act* to end a declared emergency.

Diagram 1 – Emergency Response Structure



2.1. Reporting an Emergency

A responding agency or municipal department is likely to be the first on site

authority to an emergency. First responders will assume control at the site and assign a lead agency. If, in the judgment of the lead agency, the situation requires more support resources, or there are consequences to the community at large, the lead agency will contact their senior departmental staff to activate the EOC Management Team.

2.2. Emergency Notifications

When an emergency exists, but has not yet been declared to exist, municipal employees are authorized to take such action(s) as detailed or authorized under the Emergency Plan.

The following City of Hamilton staff or designated alternates have the authority to activate the Emergency Notification Procedure and EOC by contacting the City of Hamilton Emergency Management Coordinators and requesting a Level 1, 2 or 3 activation;

- Head of Council
- City Manager
- Chief of Police
- Medical Officer of Health
- Fire Chief
- Paramedic Chief
- General Manager, Healthy & Safe Communities
- General Manager, Corporate Services
- General Manager, Planning & Economic Development
- General Manager, Public Works
- Executive Director, Human Resources
- Emergency Management Coordinators
- Director of Communications & Strategic Initiatives
- Manager of Communications

Once notified, the Emergency Management Coordinators will activate the notification system to contact EOC responders on the Level 1 or Level 2 Notification List and instruct them to respond to the EOC. The notification system will also be used to advise of a Level 3 activation which involves notification of key EOC members and asking them to participate via virtual conference.

Level 1 activation involves the EOC Director, City Manager, Human Resources/Labour Relations Officer, Information Officer, Legal, Risk Management, Liaison Officer, all Operations Section Branch Coordinators, Logistics Chief (including the IT Branch), the Planning Chief (including Scribe/Event Board) and the Finance and Administration Chief (see Diagram 3).

Level 2 activation involves all EOC personnel and is generally used for a large-scale emergency (see Diagram 4).

Level 3 activation is a virtual activation of EOC personnel. Its membership is similar to a Level 1 activation however it is conducted virtually. Physical response to the EOC is not necessary. Adding additional members to this activation will depend on the nature of the emergency event.

2.3. Declaration of Emergency

Only the Head of Council or Acting Head of Council has the authority to make a declaration of an emergency within the boundaries of the municipality. The decision to declare an emergency will be made by the Head of Council in consultation with the EOC Management Team.

Upon making an Emergency Declaration, the Head of Council will ensure the following are notified:

- City of Hamilton Council members
- Solicitor General for Ontario via the Provincial Emergency Operations Centre

The following may also be notified of a declaration of emergency:

- Local Member(s) of Provincial Parliament (MPPs)
- Local Member(s) of Federal Parliament (MPs)
- Local media, and
- The public

2.4. Termination of Emergency

Termination of an Emergency Declaration usually comes as the result of a significant reduction in the severity of the emergency and/or the impact on the community.

The Head of Council, Council, or the Premier of Ontario have the authority to declare that an emergency has terminated.

2.5. Requests for Assistance

It is possible that assistance from other levels of government, or external partner agencies with specialized knowledge or expertise, may be required by the City of Hamilton to help successfully respond to an emergency.

Depending on the nature of the emergency and the assistance required, these agencies may be requested to attend the emergency site(s) and/or the EOC to provide assistance or provide information and advice to the EOC Management Team.

Where provincial assistance is required, which is outside of the normal departmental or service working agreements, the request will be made to the Provincial Emergency Operations Centre (PEOC) through the Liaison Officer.

Requests for personnel or resources from the Federal Government are requested through the PEOC who in turn liaises with the Federal Government Operations Centre.

3. Incident Management System

The City's Emergency Management Program adopts the principles of the Incident Management System (IMS) based on five key functions (command, operations, logistics, planning and finance/admin) that must occur during any emergency. IMS can be used for any size or type of emergency to manage response personnel, facilities, and equipment. Principles of the IMS include the use of common terminology, modular organization, integrated communications, unified command structure, action planning, manageable span of control, and comprehensive resource management.

The basic IMS response structure is outlined in Diagram 2.

Level 1 and Level 2 IMS Response Structures are outlined in Diagram 3 and 4 respectively.

Diagram 2 – Basic IMS Response Structure

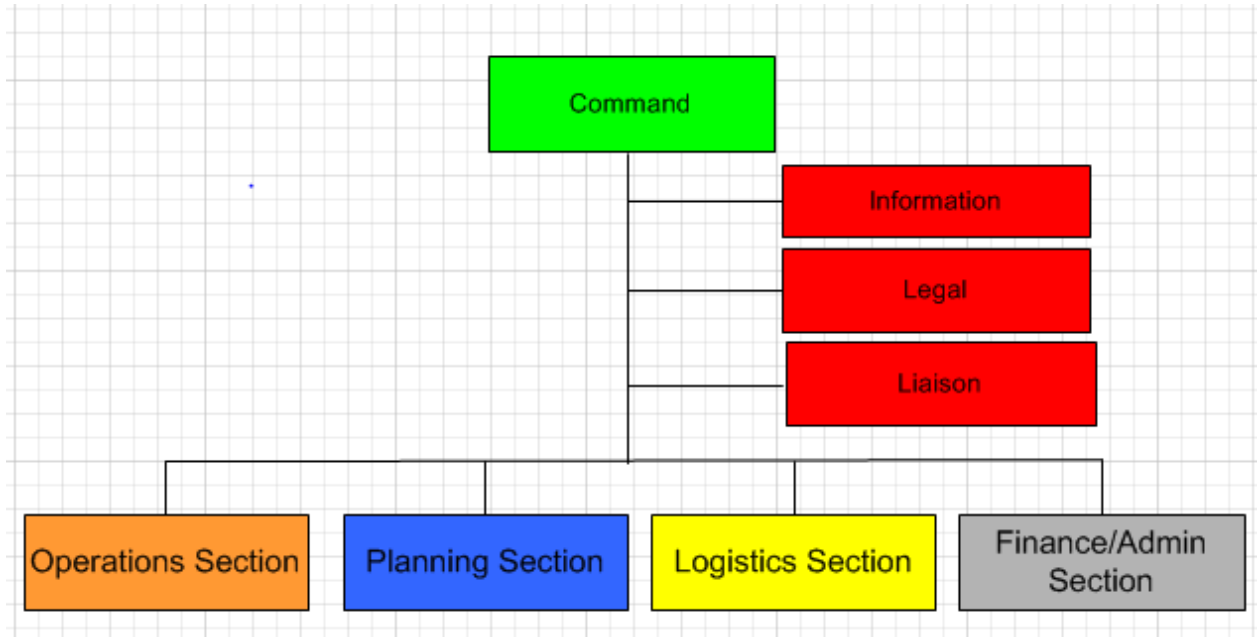


Diagram 3 – Level 1 IMS Response Structure

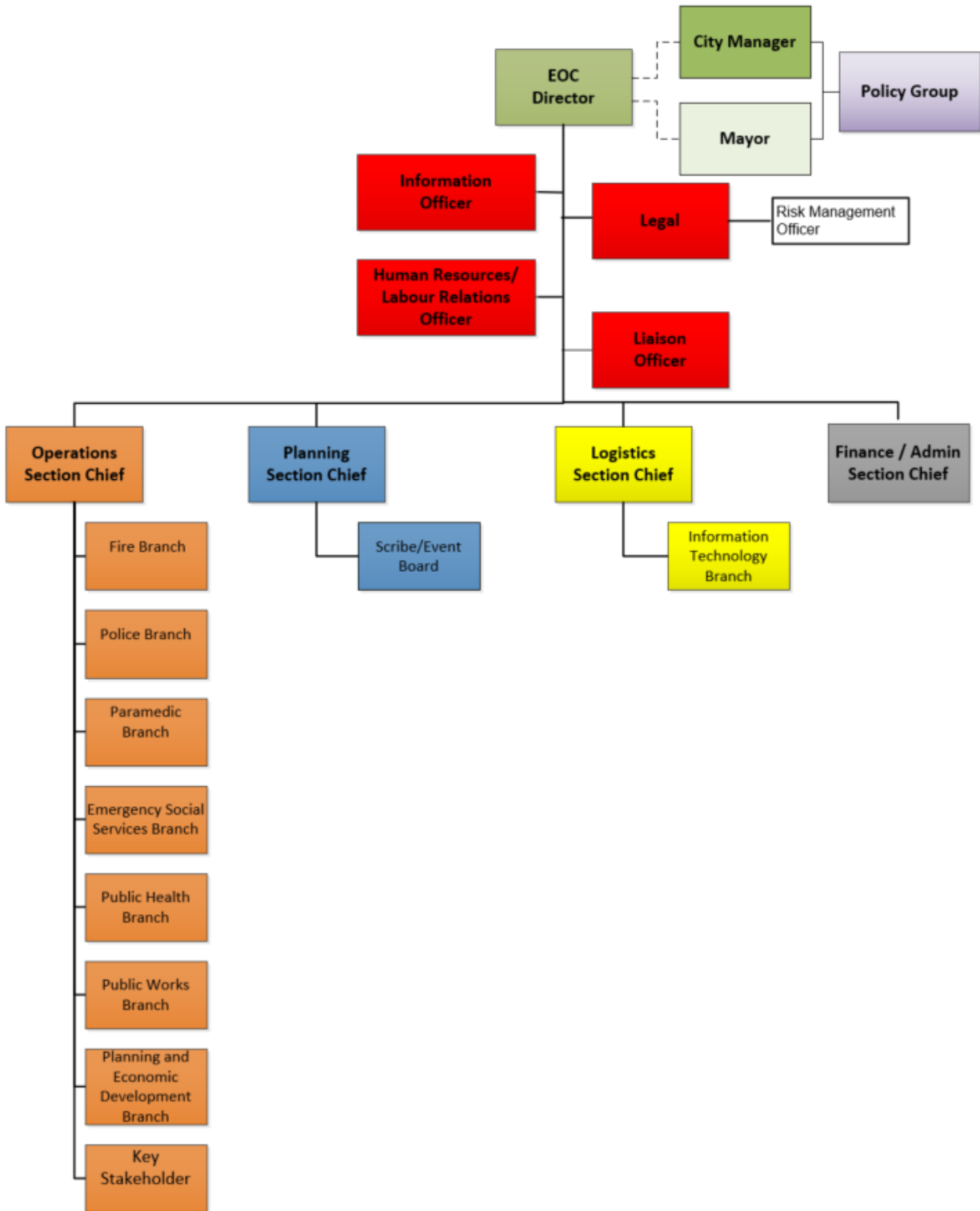
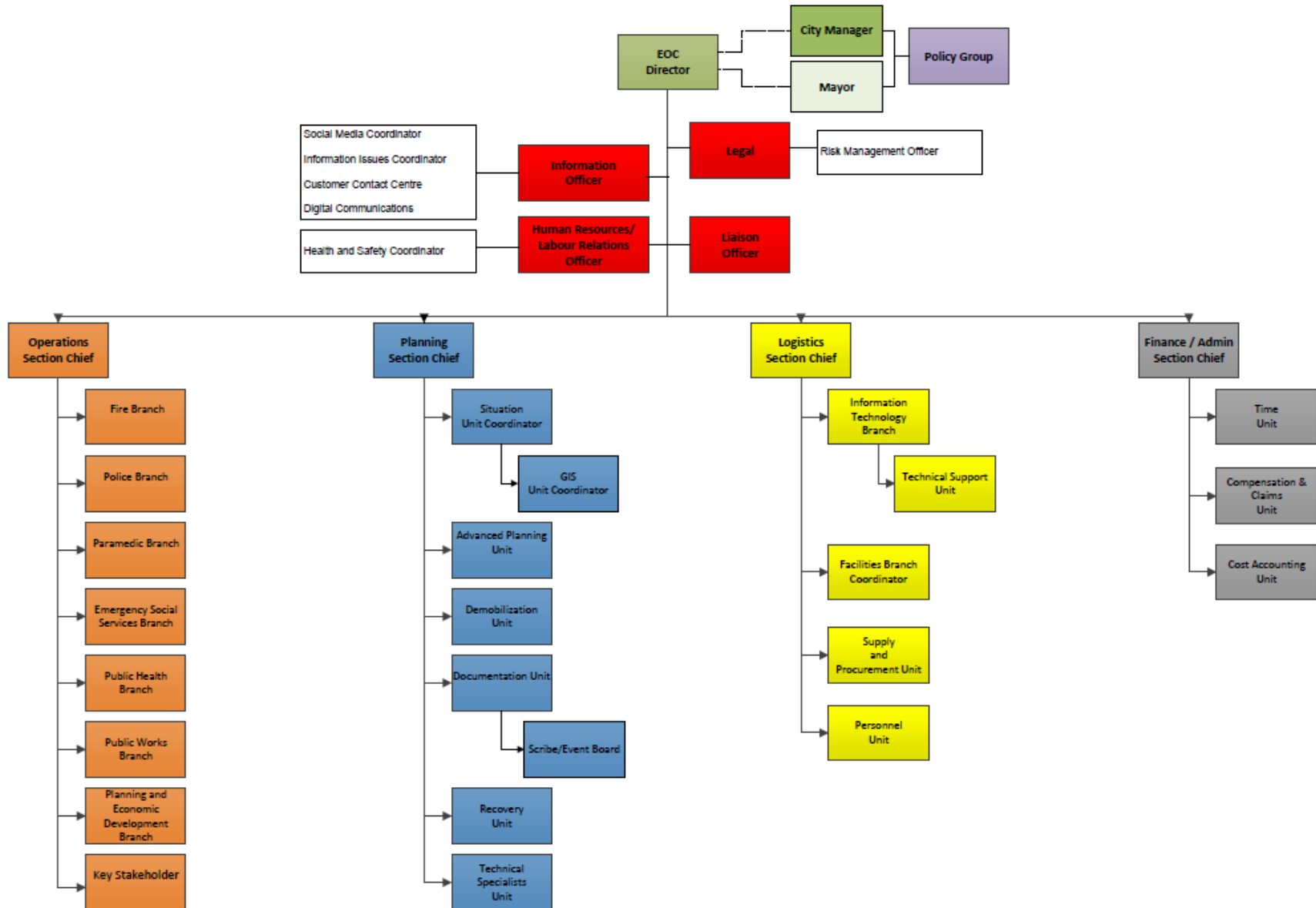


Diagram 4 – Level 2 IMS Response Structure



3.1. Response Goals

The following response goals are applied to all emergency situations. The EOC Management Team will prioritize response objectives based on these goals. In order of priority:

1. Provide for the health and safety of all responders
2. Save lives
3. Reduce suffering
4. Protect public health
5. Protect critical infrastructure
6. Protect property
7. Protect the environment
8. Reduce economic and social losses

3.2. Roles and Responsibilities

Policy Group

Responsibilities of the Policy Group include:

- Provides overall policy direction
- Changes/amends bylaws or policies
- Requests for Municipal level assistance
- Declares State of Local Emergency (Head of Council)
- Declares termination of State of Local Emergency
- Acts as an official spokesperson

EOC Management Team

The primary responsibility of the EOC Management Team is to provide for the overall management and coordination of the response and consequence management. It is the responsibility of the EOC Management Team to ensure that response priorities are established, and that planning, and response activities are coordinated, both within the EOC (i.e. between sections) and between sites, DOCs and other EOCs.

During the initial stages of an EOC activation, responding staff already holding one appointment may briefly take on the role of EOC Management Team appointees pending their arrival. This is consistent with the principles of the Incident Management System. The EOC Management Team consists of the following positions:

- Mayor
- City Manager
- EOC Director
- Information Officer
- Legal
- Human Resources and Labour Relations Officer
- Liaison Officer
- Operations Section Chief
- Planning Section Chief
- Logistics Section Chief
- Finance and Administration Section Chief

Mayor

- Receives information on the emergency and response efforts.
- Acts as primary spokesperson for the City.
- Makes the decision to declare an emergency in consultation with the EOC Management Team.
- Along with Council, approves changes to policies and by-laws resulting from the emergency.
- Liaises with Mayors of neighbouring municipalities as needed

City Manager

- Liaises with Mayor to ensure Council is updated.
- Liaises with EOC Director on issues for discussion with Council or Senior

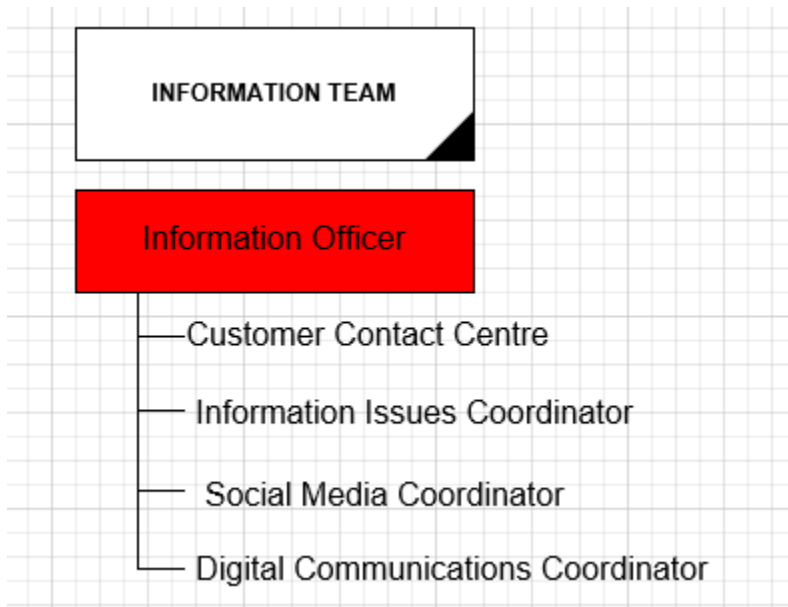
Leadership Team.

- Reviews and approves reports to Council.
- Attends media briefings as requested.
- Provides updates to City employees as required.
- Liaises with CAOs/City Managers in neighbouring municipalities.

EOC Director

- Overall authority and responsibility for response activities.
- Ensures organizational effectiveness.
- Establishes staffing levels on the EOC Management Team.
- Sets EOC priorities and objectives for each operational period and ensures objectives are carried out.
- Approves Incident Action Plan
- Liaises with the Policy Group and Senior Leadership Team.
- Approves emergency information releases.

Information Officer



- Staffs and manages the Information Section ensuring the appropriate

personnel, equipment, and supplies.

- Prepares for, and participates in, EOC Management Team meetings.
- Establishes a team of staff to oversee media updates, and coordinate interviews and media briefings, monitor social media, establish communication strategies, manage internal communications, and develop public information materials.
- Determines the need and obtains approval for an Emergency Information Centre.
- Liaises with other Information Officers.
- Obtains EOC Director approval for all internal and external messages.
- Ensures public communications is provided in accessible formats, as required.

Customer Contact Centre Coordinator

- Collects, processes, evaluates and shares situational information from Customer Contact Centre staff.
- Disseminates approved emergency information to the Customer Contact Centre staff for public inquiries.

Information Issues Coordinator

- Develops messaging and external communication strategies.
- Develops public information materials.
- Develops news releases.

Social Media Coordinator

- Collects and verifies relevant information on the emergency from news reports and social media.
- Implements social media response to the emergency event including developing proactive messages.
- Monitors and develops relevant hashtags on all social media platforms.

Digital Communications Coordinator

- Updates the City website with pertinent information as needed.

- Develops and maintains a recovery website to be used during large emergencies.

Legal



- Provides advice and assistance on matters related to law and how they may be applicable to the actions of the City of Hamilton during the emergency.
- Gathers and organizes evidence that may assist in legal defense if required.
- Evaluates situations and advises the EOC Director of any conditions and actions that might result in liability.

Risk Management

- Identifies and analyzes personnel, property and liability loss exposures.
- Assesses damage and financial loss resulting from the incident.
- Advises members of response organizations regarding options for risk control during EOC Management Team meetings or upon request.
- Provides risk/liability analysis where appropriate on any operations within or outside the scope of the EOC Action Plan.
- Identifies potential claimants and the scope of their needs and concerns.
- Conducts interviews and takes statements that address major risk management issues.
- Assists the EOC Director in reviewing press releases, public alerts and warnings, and public information materials.
- Organizes and prepares records for final audit.

Human Resources and Labour Relations Officer

Human Resources/Labour Relations Officer

└ Health and Safety Coordinator

- Provides advice and assistance on matters related to Human Resources and Labour Relations.
- Engages City Unions as needed and provides updates to the EOC Management Team.
- As required, provides advice and assistance on matters related to diversity, equity and inclusion within the impacted community(s) related to the emergency.

Health and Safety Coordinator

- Liaises with and provides advice to site Safety Officer regarding health and safety issues for site personnel, as required.
- Provides advice and assistance on matters related to occupational health and safety regulations for the response and for EOC personnel.

Liaison Officer

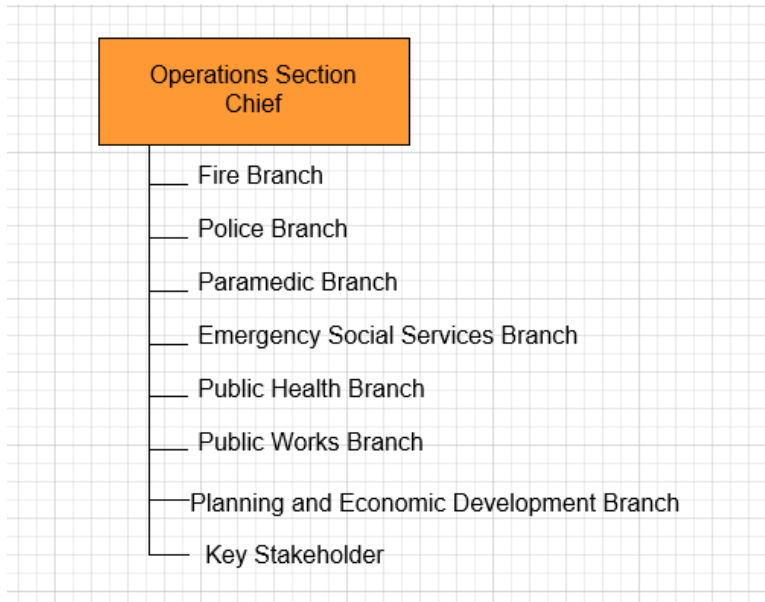
- Invites required or requested agencies to the EOC, as identified by the EOC Director and EOC Management Team.
- Liaises with the Provincial Emergency Operations Centre and Emergency Management Ontario Field Officer.
- Maintains contact with external agencies and other EOCs.

Operations Section

The Operations Section communicates directly with emergency site(s), field personnel, activated Departmental EOCs and Command Centres. The function of the Operations Section is to gather situational information from site and share it with the Planning Section and other members of the EOC Management Team. The Operations Section also coordinates any resource requests from the site, supports site operations and coordinates multi-agency or multi-department support to the

site. The Operations Chief will also direct deployment of all EOC issued resources to the Incident Commander(s) at the site.

The Operations Section Chief will be designated at the time of the emergency by the EOC Director.



Operations Section Chief

- Staffs and manages the Operations Section ensuring the appropriate personnel, equipment, and supplies.
- Prepares for and participates in EOC Management Team meetings.

Branch Coordinators

Branch Coordinators oversee the operations of a City department, division, section or outside agency. A Branch Coordinator is responsible for coordinating the activities of their department/agency site personnel, dispatch centre (if one exists) and DOC (if one has been activated) with other Branches in the Operations Section. Additional Branch staff may be needed, dependent on the size of the emergency event and the support required.

Branch Coordinators may include, but are not limited to:

Fire Branch Coordinator

- Liaises with the Fire Incident Commander and Fire Dispatch regarding fire suppression, hazardous materials response, rope rescue, vehicle extrication, and any other site response initiated by

Fire.

- Provides site support and coordinates Fire resource requests such as arranging for mutual aid and additional equipment.
- Liaises with the Office of the Fire Marshall, as required.

Police Branch Coordinator

- Liaises with the Police Incident Commander and Police Dispatch regarding law enforcement, traffic control, perimeter control, access/egress of emergency vehicles, evacuations, emergency notifications, search and rescue, CBRNE, and any other site response initiated by Police.
- Provides site support and coordinates Police resource requests such as arranging for mutual aid and additional equipment.
- Liaises with federal, provincial and other municipal police agencies, as required.
- Liaises with the Coroner, as required.

Paramedic Branch Coordinator

- Liaises with the Paramedic Incident Commander and Central Ambulance Communication Centre regarding the triage, treatment, and transportation of victims, and any other site response initiated by the Paramedic service.
- Provides site support and coordinates Paramedic resource requests such as arranging for mutual aid and additional equipment.
- Liaises with hospitals regarding the number of casualties.

Emergency Social Services Branch Coordinator

- Liaises with the Emergency and Social Services Operations Centre (ESSOC) regarding the delivery of emergency social services (food, shelter, clothing, registration and inquiry, personal services), and any other site response initiated by the ESSOC.
- Provides site support and coordinates ESSOC resource requests such as facilities, security, volunteers, equipment, evacuee support, transportation, mutual aid, etc.
- Liaises with community partner agencies to support emergency social services response, as required.

- Coordinates with the ESSOC to arrange for Critical Incident Stress Debriefing for affected citizens.

Public Health Branch Coordinator

- Liaises with the Public Health Emergency Control Group (PHECG) regarding the provision of public health measures including immunization programs, food safety inspections, drinking and recreational water quality, indoor air quality testing and monitoring, communicable disease and infection control, and any other site response initiated by the PHECG.
- Provides site support and coordinates PHECG resource requests such as arranging for mutual aid and additional equipment.
- Liaises with other Public Health Units, the Ministry of Health and Long-Term Care, and the Ministry of the Environment, Conservation and Parks.
- Collaborates with the Health Sector for the support of health services, and the activation of assessment centres, vaccination clinics and the provincial Emergency Medical Assistance Team, as required.

Public Works Branch Coordinator

- Liaises with the Public Works Site Commander and Public Works Department Operations Centre (PWDOC) regarding facilities and infrastructure systems (roads, bridges and water systems), water for fire-fighting, road barriers, debris management, and any other site response initiated by Public Works.
- Provides site support and coordinates Public Works resource requests such as arranging for mutual aid and additional equipment.
- Liaises with the Ministry of the Environment, Conservation Authority, and utilities to coordinate the Public Works response, as required.

Planning and Economic Development Branch Coordinator

- Liaises with site personnel for a building collapse or infrastructure damage, building inspections, unsafe orders and emergency orders related to unsafe buildings as a result of the emergency.
- Liaises with the site related to all animal services issues.
- Liaises with the site regarding all municipal by-law, licensing and parking issues related to the emergency.

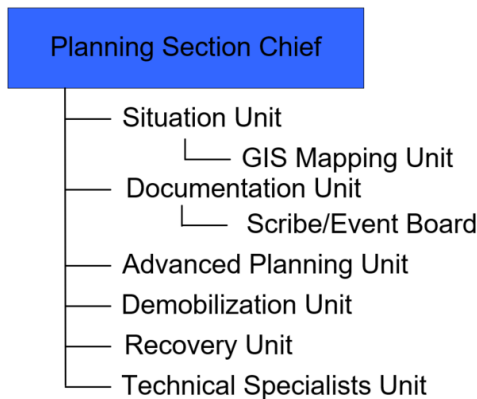
- Participates in the Post Disaster Recovery Team planning with regards to rebuilding infrastructure and site recovery in accordance with relevant legislation/standards i.e. Ontario Building Code, Planning Act, Municipal By-laws, Municipal Servicing etc.

Key Stakeholder

Key Stakeholders are a representative from a city agency, or ministry that is directly involved in the response. For example, it could be Alectra providing intel to a large power outage or one of the Hamilton hospitals providing input to a specific event impacting the hospitals. Key Stakeholders are notified by the Liaison Officer or an Operations Branch Coordinator and will be in the Operations Section. Key Stakeholders will relay all pertinent information impacting the agency to the Operations Chief.

Planning Section

The Planning section is responsible for collecting evaluating and disseminating information; developing the EOC Action Plans in coordination with other functions; maintaining all EOC documentation and anticipating the long-range planning needs of the emergency.



The Planning Section works closely with the EOC Management Team to ensure that information is shared effectively and results in an efficient planning process to meet the needs of the incident.

Planning Section Chief

- Staffs and manages the Planning Section ensuring the appropriate personnel, equipment, and supplies.
- Prepares for and participates in EOC Management Team meetings.
- Prepares and distributes the EOC Action Plan.

Situation Unit

- Oversees the collection, organization, validation and analysis of disaster situation information.
- Assists in the development of the EOC Action Plan.
- Monitors the completion status of EOC Action Plan objectives and tasks.
- Oversees the GIS Mapping Unit that is responsible to ensure all maps contain current and accurate information.

Advance Planning Unit

- Reviews and assesses information sources to anticipate potential future impacts of an incident.
- Develops plans consisting of possible response and recovery related issues that are likely to occur beyond the next operational period.

Documentation Unit

- Collects, organizes, reproduces, distributes and files all completed incident-related forms including EOC Position Logs, EOC Action Plans, etc.
- Oversees the Scribe/Event Board Unit who scribes the EOC Management Team Meetings, drafts the EOC Action Plan for approval by the Planning Chief and then EOC Director, and maintains the event and status boards.
- May scribe for other positions as required.

Demobilization Unit

- Reviews pertinent EOC documentation and develops the Demobilization Plans for the EOC.

Recovery Unit

- Oversees the transition from response to recovery.
- Assesses the requirements for community and individual recovery.
- Identifies immediate short-term relief efforts that will initiate and speed recovery for an affected area.
- Identifies long-term actions to restore local services to pre-incident

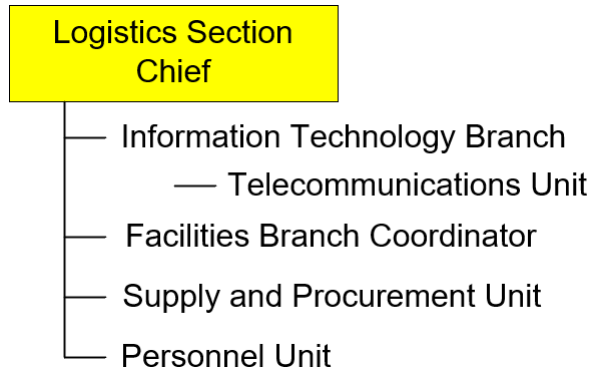
conditions.

Technical Specialists Unit

- Obtains and manages technical specialists required for specialized, technical observations and recommendations within the EOC.

Logistics Section

The Logistics section is responsible for ensuring that the EOC is operational; and providing facilities, services, personnel, equipment and materials.



Logistics Section Chief

- Staffs and manages the Logistics Section ensuring the appropriate personnel, equipment, and supplies.
- Prepares for and participates in EOC Management Team meetings.
- Arranges for food and refreshments for EOC personnel.

Information Technology Branch

- Ensures communications and computer systems are provided, supported and maintained within the physical EOC, for virtual activation, and at other facilities utilized for emergency response activities.
- Oversees the Telecommunications Unit that is responsible for the use of radio telecommunications and telephony at the EOC and other emergency sites/locations.

Facilities Branch Coordinator

- Ensures that the EOC and other facilities have required resources during the response effort.
- Secures access to facilities and provides the staff, furniture, supplies and materials necessary to configure the facilities in a manner adequate to accomplish the EOC Action Plan objectives.

Supply and Procurement Unit

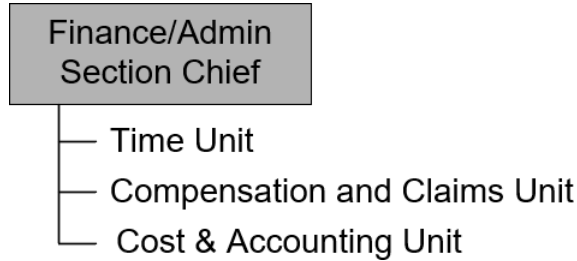
- Oversees the acquisition and allocation of supplies, materials or equipment not normally provided through mutual aid or normal department/agency channels.
- Clarifies and verifies requests to ensure accuracy and efficiency, communicating directly with suppliers/vendors and coordinating shipping/delivery arrangements.
- Coordinates resource tracking with the Operations and Logistics Sections.
- Tracks resources on a resource status board or other tracking or display system.
- Develops service agreements and/or contracts and oversees the purchasing processes.

Personnel Unit

- Coordinates staffing arrangements and tracks staffing assignments.
- Oversees worker care, feeding, credentialing (verification and identification) for volunteers, temporary employees, contractors, etc.
- Manages requested and convergent volunteers.

Finance and Administration Section

The Finance and Administration section is responsible for financial activities and other administrative functions.



Finance & Administration Section Chief

- Staffs and manages the Finance and Administration Section ensuring the appropriate personnel, equipment, and supplies.
- Prepares for and participates in EOC Management Team meetings.

Time Unit

- Tracks and reports personnel hours worked.
- Prepares forms, reports and statistical data for worker time.

Compensation & Claims Unit

- Ensures all documentation related to worker injuries are completed correctly and forwarded within designated timelines.
- Coordinates the investigation and review of property/equipment damage or loss claims arising from the event.

Cost & Accounting Unit

- Collects all cost information, reviews invoices, statements and other vendor documents, and reports on consolidated cost estimates.

4. Emergency Plan Supporting Documents

4.1. Emergency Notification Procedure

The Emergency Notification Procedure outlines the process for notification of EOC personnel to place them on alert or request that they respond to an emergency.

4.2. Emergency Information Plan

This document outlines the flow of emergency communications from City departments and agencies to media outlets, City employees, businesses and residents. This includes the release of information to the media and public, issuing directives to the public, responding to requests for information, and monitoring media outlets and other sources of information. Methods of internal communications with City staff are also outlined.

If required, in the event of a major emergency requiring a response from other levels of government, or other municipalities, communications from the City of Hamilton will be coordinated with those entities.

4.3. Emergency Information Centre Plan

This document outlines how the municipality would open a facility to coordinate the release of information to the media, facilitate media scrums/briefings, organize and host press conferences, and potentially even provide the media with a functional work area at an Emergency Information Centre (EIC).

This plan details the activation, concept of operations, roles and responsibilities of EOC and EIC personnel, and facility requirements for an EIC.

4.4. Emergency Operations Centre and IMS Standard Operating Guideline

These guidelines outline the procedures involved in activation and operation of the EOC facility. This includes details on the facility setup, activation and notification of EOC responders, guiding principles, managing information and resources, and the implementation of the Incident Management System. It also further defines the roles of EOC positions in position checklists. As a supplement to the City of Hamilton Emergency Plan, it provides detailed information to enable EOC responders to fulfill their key responsibilities in managing an emergency situation.

4.5. Evacuation Standard Operating Guideline

This document deals with planning and preparing for a decision to evacuate an area within the City of Hamilton as a result of an emergency, impending or

occurring. In order to provide guidance to ensure the safety and security of the community during an evacuation, it includes the responsibilities and procedures for staff and agencies to notify persons, move them out of an evacuation zone, and re-entry of the population once the affected area is deemed safe.

4.6. Emergency Social Services Plan

The aim of the Emergency Social Services (ESS) Plan is to make provision for the efficient administration, coordination and implementation of the extraordinary arrangements and measures taken to protect the health, safety and welfare of the residents of Hamilton during any emergency. This response includes both City staff and external partner agencies that work to provide services including, but not limited to, shelter, food, clothing, emergency first aid, registration and inquiry, personal services, and financial assistance.

4.7. Evacuation Centre Plan

This plan outlines how an evacuation centre will be opened, set up and operated in the City of Hamilton. It establishes operational responsibilities and reporting structures for City staff and community partner agencies in operating an evacuation centre to deliver emergency social services.

4.8. Public Health Emergency Plan

The purpose of this plan is to make provisions for the efficient administration, coordination and implementation of response measures by Public Health Services. This plan executed correctly aims to protect the health, safety and environment of the residents of Hamilton during an emergency by identifying a governance structure, roles and responsibilities, standard response goals, and coordinating the emergency response with partner agencies.

4.9. Mass Casualty Incident Response Plan

This document provides a general overview of roles and responsibilities of City departments and support agencies in response to mass casualties. The purpose of this Mass Casualty Incident Response Plan is to provide a plan of action for an efficient activation and response of agencies to a Mass Casualty Incident (MCI) where the number of patients or victims involved exceeds available resources, equipment, and facilities.

4.10. Reunification Phone Line Procedure

The purpose of the Reunification Phone Line Procedure is to provide friends/family of emergency casualties with a phone line to report information on missing persons. This information will be recorded in order to facilitate the exchange of information between health care facilities, Police Services and friends/family.

5. Emergency Plan Review and Maintenance

The Emergency Management Coordinators are responsible to develop and implement the Emergency Management Program. A function of this is to coordinate, facilitate, implement and test the Emergency Plan based on the recommendations and direction of the EMPC.

The Emergency Plan will be reviewed on an annual basis. Any proposed changes to this Emergency Plan will be submitted to the Emergency Management Coordinators. Any proposed major revisions to the Emergency Plan must be presented to the EMPC upon whose recommendation it may be presented to Council for final approval. Minor revisions may be approved by the EMPC Chair.

5.1. Plan Training

The Emergency Management Coordinators will provide annual training on the implementation of the Emergency Plan to municipal employees.

5.2. Plan Testing

The Emergency Plan will be tested a minimum of once annually through an exercise coordinated by the Emergency Management Coordinators.

5.3. Plan Distribution

Copies of the Emergency Plan will be provided electronically to EMPC, EOC responders, partner organizations and agencies and the Province. The Emergency Plan is also available on the City of Hamilton website.



CITIZEN COMMITTEE REPORT

To:	Emergency and Community Services Committee
From:	LGBTQ Advisory Committee <div style="text-align: right;">_____ Rebecca Banky, Chair</div> <div style="text-align: center;">Violetta Nikolskaya, Vice Chair</div>
Date:	February 16, 2023 (Approved at Advisory on December 20, 2022)
Re:	In Response to the passing of Redeemer University LGBTQIA+ student Bekett Noble

Content Warning: The contents of the statement may be triggering, as they address suicide. Exercise care while reading and engaging. Trans Lifeline runs a peer and crisis hotline for Trans and gender diverse people across North America in English and Spanish, the number to call from Canada is 1-877-330-6366

Recommendations

- (a) That, going forward the City of examine any contractual agreement it holds with Redeemer University, including the permanent funding of institutions that benefit Redeemer University, focusing on adherence to the Protocol for Gender Identity and Gender Expression; Transgender and Gender Non-Conforming Persons; and
- (b) That statements issued by community groups on the passing Bekett Noble including, but not limited to those issued by, Hamilton Trans Health Coalition, The Hamilton Community Legal Clinic and the Queer Justice Project, and the First Unitarian Church of Hamilton be forwarded to the Clerk's Office for inclusion on an upcoming Council Agenda.

Background

Noble was a student and Two-Spirit LGBTQIA+ mental health and inclusiveness advocate at Redeemer, the private Christian post-secondary institution located in the suburb of Ancaster. As someone who was non-binary and a person of faith, they spent years advocating for more supports, increased safety and a more positive culture at Redeemer. Their efforts included starting a peer support group called Genesis. After years of advocacy, Noble died by suicide in a counsellor's office on November 23rd, 2022.

The members of the LGBTQ Advisory Committee at the City of Hamilton are deeply saddened and concerned by the news of the death of Bekett Noble. Compounded by the details that are emerging of the struggle that they faced in fighting for greater acceptance and support for Queer identities within Redeemer University, the Advisory Committee has chosen to voice its concern through a Citizen Committee Report.

The following is written in the City of Hamilton's own words, found in the aforementioned protocol.

"In April 2016, a legal settlement was reached between the City and a transgender woman respecting a human rights application after the woman was denied entry to the women's washroom and was offered the universal washroom at the MacNab Street Transit Terminal.

In May of 2016, a working group was formed from City employees with the goal of codifying the City's practices with regard to gender identity and gender expression as set out in the Code. The working group has representation from Human Resources, including Human Rights and Policy and Planning; Access and Equity; with Communications and Legal in an advisory capacity.

At the same time, the City sought to secure an expert consulting group with expertise in the rights of transgender persons, gender identity and gender expression to assist in the development and review of the Protocol. In July 2016, the services of Egale Canada, Human Rights Trust were obtained.

A Trans Inclusion focus group, with representation from a cross section of City staff was held by Egale in August 2016, to better understand the City's requirements and objectives. Egale also reviewed and provided ongoing input during the development of the Protocol from September to November 2016.

In December 2016, the Protocol was reviewed by Policy Review Group, Union Executives, Human Resources Leadership Team, and Senior Leadership Team.

In January and February 2017, the Ontario Human Rights Commission reviewed and commented on the Protocol. In addition, an independent lawyer with expertise in human rights and the rights of transgender and gender non-conforming persons reviewed the document and provided input. This review and input did not constitute legal advice; the

review of the document to ensure legal compliance was conducted by City of Hamilton solicitors.

The City of Hamilton has a legislative obligation to ensure that we act and deliver services in compliance with the Ontario Human Rights Code. This requires the corporation to ensure that discrimination against people based on the protected grounds in protected social areas is prohibited. Protected grounds include age; ancestry, colour, race; citizenship; ethnic origin; place of origin; creed; disability; family status; marital status; receipt of public assistance (in housing only); sex; sexual orientation; and gender identity and gender expression.

In order to ensure that we meet our obligations, the City has a number of internal policies and procedures available to support and guide employees. The Protocol for Gender Identity and Gender Expression; Transgender and Gender Non-Conforming Persons will not alter these existing policies, rather, as it codifies practices that are already in place, it is intended to supplement and be read in conjunction with existing City policies.

A number of groups internal to the City have been consulted in the development and review of the Protocol. Consultations included: the City's Corporate Policy Review Group, Human Resources Leadership Team, Union Executives, and Senior Leadership Team. The working group responsible for the development of the Protocol also consulted best practice and researched additional examples from other municipalities and other public institutions.

Externally, input was sought from the City's LGBTQ Advisory Committee and feedback was received. Written input was also received through various sources from members of the broader community and considered in the development of the Protocol.

In addition, as per the terms of the legal settlement, the Protocol was also reviewed by the Ontario Human Rights Commission and an external human rights lawyer with expertise on the rights of transgender and gender diverse persons. This review and input did not constitute legal advice; the review of the document to ensure legal compliance was conducted by City of Hamilton solicitors.

The City of Hamilton is committed to ensuring that transgender and gender nonconforming persons are treated with full dignity, whenever they interact with City and **City-funded services** or are employees of the City. It is our privilege to serve the transgender community and support our staff.

Transgender and gender non-conforming persons face health disparities linked to the stigma, discrimination, prejudice, systemic exclusion, harassment, and violence they experience. Higher rates of substance use, depression, anxiety, and suicide have been found in transgender and gender non-conforming persons. Health disparities extend beyond mental health issues and further impact on physical health. Increased social inclusion and decreased transphobia have been shown to decrease rates of suicidal

ideation and attempts. Addressing discrimination by having inclusive and accepting, built, social, and administrative environments is integral to maintaining the health, mental health, and well-being, of transgender and gender non-conforming persons, and facilitating their cultural, economic, social, participation and contribution to enhance the fabric of the City's vibrant and diverse public life.

City policies and procedures have been developed to ensure compliance with the Code, and the City is committed to ensuring that all members of our community, including employees are treated equitably and with dignity and respect. This Protocol does not alter the City's commitment to human rights, rather enhances it and goes further in assisting employees with the practical application of the Code as it pertains to one of the more vulnerable groups within our community. Having a clear, consistent approach not only meets our obligations from the legal settlement, but more importantly will ensure that City employees are applying the intent of the Code correctly and that Trans persons within our workforce and community are treated with fairness and equity when using City services and interacting with staff, and when staff interact with each other.

Analysis / Rationale

As per the aforementioned Protocol; "The City of Hamilton is committed to ensuring that transgender and gender nonconforming persons are treated with full dignity, whenever they interact with City and **City-funded services** or are employees of the City. It is our privilege to serve the transgender community and support our staff."

The City of Hamilton has and continues to fund Redeemer University amenities, services and programs directly and indirectly. One example is the ongoing funding of CityLAB. CityLAB Hamilton is now a permanent hub for innovation, collaboration and learning in the city, allowing students, faculty, City staff and community stakeholders to co-create solutions to support Hamilton's strategic priorities and foster community. CityLAB is a partnership between City of Hamilton, Mohawk College, Redeemer University and McMaster University. Redeemer University students and staff benefit from this collaboration, and thusly by extension Redeemer University ought to abide by the Protocol for Gender Identity and Gender Expression.

As noted within the "Protocol for Gender Identity and Gender Expression; Transgender and Gender Non-Conforming Persons"; on page 3 under Scope and Application, that

"All employees, at all levels within the organization, play an important role in creating safe, inclusive and respectful environments for transgender and gender non-conforming employees and citizens, both within the workplace and in accessing City services. All employees at the City are required to follow the guidelines as set out within this protocol

and to abide by all related City policies and procedures. For the purposes of this protocol, “all employees” includes but is not limited to: full and part time regular, temporary and contract employees. Additionally, students, interns, and volunteers must also follow this protocol.”

It is in alignment to the 2016 – 2025 strategic plan for the City of Hamilton to ensure that any agreements made with external institutions abide by the following: Hamilton is a thriving, vibrant place for arts, culture, and heritage where diversity and inclusivity are embraced and celebrated. Hamilton is a safe and supportive city where people are active, healthy, and have a high quality of life. Hamiltonians have a high level of trust and confidence in their City government.