



Media Release: Friday, January 9, 2015, 4:30 p.m.

Regional Municipality of Waterloo

Community Services Committee

Agenda

Tuesday, January 13, 2015

12:30 p.m. (← **Note Time Change**)

Regional Council Chamber

150 Frederick Street, Kitchener

-
- 1. Motion to Reconvene Into Open Session**
 - 2. Declarations of Pecuniary Interest Under The Municipal Conflict of Interest Act**
 - 3. Delegations**
 - a) Richard Walsh, Alliance Against Poverty re: Homelessness and Housing
 - 4. Presentations**
 - a) Community Services Departmental Overview – Employment and Income Support and Housing Services Divisions – Douglas Bartholomew-Saunders

Consent Agenda Items

Items on the Consent Agenda can be approved in one motion of Committee to save time. Prior to the motion being voted on, any member of Committee may request that one or more of the items be removed from the Consent Agenda and voted on separately.

5. Request to Remove Items From Consent Agenda**6. Motion to Approve Items or Receive for Information**

- | | |
|--|----|
| a) CSD-HOU-15-01 , Affordable Housing Strategy - Expression of Interest 2014-17 Recommended Priority Projects and Investment in Affordable Housing (2014 Extension) Year 1 Funding Allocation (Approval) | 1 |
| b) CSD-CHS-15-01 , Early Learning and Child Care Programs Funding Pressures (Information) | 15 |
| c) CSD-SEN-15-01 , Quality Improvement Plan – Sunnyside Home (Information) | 20 |
| d) PDL-CPL-15-02 , Amendment of Terms of Reference of Kissing Bridge Trailway Advisory Board (Approval) | 23 |
| e) PDL-CUL-15-02 , Region of Waterloo Museums Exhibits and Events – January to April 2015 (Information) | 31 |
| f) CPC-15-01 , Waterloo Region Integrated Drugs Strategy (WRIDS) Update (Information) | 35 |

Regular Agenda Resumes
7. Reports - Public Health and Emergency Services

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| a) PHE-IDS-15-01 , Immunization of School Pupils Act — Enforcement for the 2014-2015 School Year | 41 |
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8. Information/Correspondence

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| a) Council Enquiries and Requests for Information Tracking List | 48 |
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9. Other Business**10. Next Meeting – February 3, 2015****11. Adjourn**



Report: CSD-HOU-15-01

Region of Waterloo
Community Services
Housing Services

To: Chair Geoff Lorentz and Members of the Community Services Committee

Date: January 13, 2015

File Code: D26-20

Subject: **Affordable Housing Strategy - Expression of Interest 2014-17**
Recommended Priority Projects and Investment in Affordable Housing
(2014 Extension) Year 1 Funding Allocation

Recommendation:

That the Regional Municipality of Waterloo approve the following actions with regard to the Region of Waterloo's Affordable Housing Strategy and Investment in Affordable Housing (IAH) (2014 Extension) Year 1 funding allocation, as outlined in report CSD-HOU-15-01, dated January 13, 2015:

- a) Approve the Affordable Housing Strategy –Expression of Interest 2014-07: Recommended Priority Project, specifically a IAH (2014 Extension) capital grant not to exceed \$1,103,900 to the K-W Working Centre for the Unemployed for the development of 15 affordable housing units, as detailed in Attachment 1;
- b) Authorize staff to develop and deliver the Housing Assistance With Supports (HAWS) program as described in the Report utilizing IAH (2014 Extension) Year 1 funding at a cost not to exceed \$1,316,130 over 10 years for up to 40 flexible housing assistance units ;
- c) Authorize the Director of Housing Services to execute and deliver all documentation required by the Province of Ontario and the Region of Waterloo for the purpose of funding the recommended Priority Project proponent as shown in Attachment 1 and to finalize the funding and conditions with the proponent;
- d) Authorize the Commissioner, Community Services, to execute such agreements and documentation in a form satisfactory to the Regional Solicitor, as may be required to process the advance of funding to the recommended Priority Project

- proponent and for the delivery of the Housing Assistance With Supports program;
and
- e) Authorize the Director of Housing Services to reallocate funding between the program components to ensure full utilization of the notional IAH Year 1 allocation of \$2,547,400.

Summary:

On June 4, 2014, Regional Council endorsed a new Affordable Housing Strategy (AHS) 2014-2019 to help address the housing needs of at least 700 low to moderate income households (P-14-063). The AHS provides direction for investment of any housing-related funding from senior levels of government and other sources.

On August 11, 2014, the Investment in Affordable Housing for Ontario (IAH) Program (2014 Extension) was announced, which is a joint initiative between the provincial and federal governments that will provide another \$801 million across the province for more affordable housing over six years (2014–2020). The Region of Waterloo's Year 1 (2014–2015) allocation is \$2,547,400. The Region has entered into an Administration Agreement with the Province to access the new funding, as described in Report P-14-093. The Region was required to submit a Program Delivery and Fiscal Plan (PDFP) for Year 1 of the IAH (2014 Extension) to the Province by November 30, 2014 explaining how the funds would be utilized, and commit Year 1 funds by January 30, 2015. Given the short timelines, the Province accepted Year 1 PDFPs from a delegated authority. As such, the Commissioner of Planning, Housing and Community Services was authorized to submit the required PDFP by November 30, 2014 (P-14-101). The PDFP included \$1,103,900 for new affordable rental housing, \$1,316,130 for a housing assistance program (operating) and \$127,370 for administration (5%).

On October 28, 2014, staff released the call for proposals EOI 2014-07 for new affordable rental housing to help inform the Year 1 PDFP. Seven proposals were received by the November 21, 2014 deadline; five from non-profit corporations, one private sector and one from a proposed public-private sector partnership. Combined, the projects include up to 151 units with funding requests totalling approximately \$11.5 million (see Attachment 1). Given the EOI criteria and tight timeframes at this time, only one proponent, the K-W Working Centre for the Unemployed (a non-profit), is recommended as a Priority Project. This project involves 15 new affordable rental housing units and up to \$1,103,900 in IAH (2014 Extension) program funding.

As identified as part of the Region's Out of the Cold Response Plan (SS-14-053), staff are proposing to fund up to 40 STEP Home participants through a new Housing Assistance With Support program (HAWS) with \$1,316,130 in Year 1 IAH (2014 Extension) operating funding, to be delivered for up to 10 years. This program is based on the successes of the pilot program "Temporary Housing Assistance With Supports"

(THAWS) that is currently underway which was designed to fund up to 15 participants and is also delivered for up to ten years.

The allocation of \$24,832,000 for all six years of the IAH (2014 Extension) program (2014- 2020) was announced on December 18, 2014 (see Attachment 2). The PDFP for Years 2 to Year 6 must be submitted to the Province by February 28, 2015. The proposed PDFP for these funds will be the subject of a future report for consideration by Regional Council.

Report:

On June 4, 2014, Regional Council endorsed the new Affordable Housing Strategy (AHS) 2014-2019 to help address the housing needs of at least 700 low to moderate income households through the creation of 350 new affordable housing units (250 new rental units and 100 homeownership units) and the preservation and retention of 350 existing affordable homes (250 homes repaired or revitalized, and 100 flexible housing assistance units) (P-14-063). The need for affordable housing for the lowest income households and supportive housing will remain key priorities of the proposed new AHS.

On August 11, 2014, the extension of the Investment in Affordable Housing for Ontario (IAH) Program (2014 Extension) was announced, which is a joint initiative between the provincial and federal governments that will provide another \$801 million across the province for more affordable housing over six years (2014–2020). The Region of Waterloo's Year 1 (2014-2015) allocation is \$2,547,400. The Region has entered into an Administration Agreement with the Province to access the new funding, as described in Report P-14-093. The Region was required to submit a Program Delivery and Fiscal Plan (PDFP) for Year 1 of the IAH (2014 Extension) to the Province by November 30, 2014, and commit Year 1 funds by January 30, 2015. The PDFP outlines how the annual funding allocations will be used across the four IAH program components: Rental Housing (new supply), Homeownership, Ontario Renovates, and a housing assistance operating component, as well as the administration fees. Given the short timelines, the Province accepted Year 1 PDFPs from a delegated authority. As such, the Commissioner of Planning, Housing and Community Services was authorized to submit the required PDFP by November 30, 2014 (P-14-101). The PDFP for Year 2 to Year 6 will require the approval of Regional Council.

Staff used the new AHS 2014-2019, and the results of call for proposals EOI 2014-07 as the basis for the allocation of IAH (2014 Extension) Year 1 funding.

1.0 Expression of Interest 2014-07

On October 28, 2014, a call for Expressions of Interest (EOI 2014-07) was issued to the community for the purpose of identifying proponents interested in constructing more affordable rental housing in Waterloo Region. Due to the Province's timing

requirements for committing the IAH (2014 Extension) Year 1 funding by January 30, 2015, eligible proponents were required to currently own the site or have an offer to purchase the property. Eligible proponents were to also have all municipal approvals in place, be able to apply for a building permit by January 16, 2015, start construction by May 16, 2015, and meet affordability requirements of the program.

A key component of the AHS is to foster partnerships with community groups that have demonstrated commitment and dedication towards the creation and operation of affordable housing projects in Waterloo Region. The Region's new AHS 2014-2019 and the program objectives and priorities outlined in EOI 2014-07 are consistent with the Province's IAH (2014 Extension) program. Each proposal was evaluated using program objectives and preferences set out in the EOI and found in Attachment 3.

2.0 Responses Received Under EOI 2014-07

The Expression of Interest review team consisted of staff from Housing Service, with input from Community Planning, Legal Services and Treasury Services as required. The Region received seven proposals; five from non-profit corporations, one private sector and one from a proposed public-private sector partnership. Combined, the projects include up to 151 units with funding requests totalling approximately \$11.5 million. Each of these projects incorporates innovative elements that complement both the range of units currently offered within the Region's AHS, and Regional and local priorities (see Attachment 1). The proposals were categorized and given priority based on how they meet the required criteria, and how they addressed the program objectives and preferences.

Proponents that met the basic requirements of the EOI were also interviewed by members of the review team. This part of the process allowed an opportunity for the groups to elaborate on their proposal and for staff to seek clarification. Staff also discussed the proposed sites that meet the basic requirements with Area Municipal planning staff to determine Area Municipal interest and confirm approvals that may be required for each proposal. The names of proponents, locations and size of projects, funding sources, and level of allocation may change given that some proponents may incorporate for the purpose of building and maintaining projects, others still might have not finalized the purchase of suitable property for the project, or have not completed the site plan process resulting in the reduction or increase in number of units.

3.0 Priority Projects

One of the proposals submitted most fully meets the objectives and priorities of the EOI and is recommended for IAH (2014 Extension) funding under the Region's AHS funding as a Priority Project at this time, namely the K-W Working Centre for the Unemployed. The individual project funding will be subject to additional refinement with the project

proponent and there are several standard pre-conditions to the authorizing of the advance of funding. These include confirmation of other equity sources, confirmation that the property and the proponent are not engaged in any litigation or legal proceedings which may impact the Region's interest in funding the project, and that appropriate liability, planning approvals, and support service agreements, if applicable, have been secured for the project.

K-W Working Centre for the Unemployed

The K-W Working Centre for the Unemployed (The Working Centre) has been working with low income families and households for 32 years and has been involved in creating and providing affordable and supportive housing since 1997. The Working Centre is proposing to create 15 affordable housing units with supports at three locations. The Working Centre owns 252-262 King Street East, Kitchener and proposes to convert the second story into seven one-bedroom units. The Working Centre has offers to purchase 53 Dunham Avenue (four units) and 73 Lois Street (four units) in Kitchener.

Early Stage Proposals

The remaining proposals address several of the EOIs objectives and priorities, but because of time requirements, the need for municipal approvals, and/or the need for additional refinements to meet program requirements, they are not recommended for funding at this time. They may be reconsidered as part of a future call for EOIs subject to available funding and further project refinement. Staff propose to continue to work with the remaining proponents noted in Attachment 1 to bring their proposals in line with the AHS and IAH (2014 Extension) requirements.

4.0 Housing Assistance With Supports Program

As identified as part of the Region's Out of the Cold Response Plan (SS-14-053), staff are proposing to fund up to 40 STEP Home participants through a new Housing Assistance With Support (HAWS) program with a one-time allocation of \$1,316,130 in Year 1 IAH (2014 Extension) funding that would provide monthly rent assistance for up to 10 years. This proposed program is based on the successes of the pilot Temporary Housing Assistance With Supports (THAWS) program that is currently underway, and will utilize up to 40 of the 100 flexible housing assistance units targeted in the Affordable Housing Strategy. The remaining 60 housing assistance units will be utilized for other high needs groups, yet to be determined.

THAWS was developed as a pilot program to provide portable rent assistance to identified high need target groups requiring financial assistance and other supports to maintain housing; such as those experiencing persistent homelessness, federally sentenced women being released from custody, mental health consumers and

individuals waiting release from hospital (P-12-093). The THAWS program was launched in 2012 and provides up to \$350 per month towards housing costs, with the supports to maintain housing provided by local support agencies at a minimum of three hours per week. Early results on the pilot have shown that it is a viable option for these target groups with 81 percent still participating or successfully moving to another form of housing (i.e. market rent housing).

The proposed HAWS program will be similar to THAWS, with some revisions based on feedback from the agencies participating in THAWS. The maximum housing assistance is proposed to remain at \$350, with Regional staff being able to increase the amount in certain situations (i.e. accessible apartment unit, higher than average utility costs, etc.). It is proposed that the Region will provide HAWS rent assistance funding through Lutherwood, who administers the rental payments to the participating agencies that are providing the support services to the participants. The agencies will make formal arrangements with landlords for the payment of the HAWS rent assistance funding. The level of support required will be changed to a minimum of one contact with the participant per week, as current experiences demonstrate that in some situations the level of support decreases as the housing situation stabilizes. Regional staff will work with STEP Home partnering agencies to identify the 40 participants.

5.0 Area Municipal Consultation/Coordination

Regional staff reviewed the proposed sites with all affected Area Municipal staff to determine any issues, concerns or implications relating to any potential new projects. Area Municipal staff, based on the information available, had no concerns regarding the recommended Priority Project. Proponents were also requested to consult with the Area Municipality prior to submitting their proposal and advised that successful proponents would be required to continue to work collaboratively with the Area Municipality on an ongoing basis.

Corporate Strategic Plan:

Allocating IAH funding and assisting the recommended priority projects through development will assist in achieving the Region's 2011 – 2014 Corporate Strategic Plan Focus Area 4: Healthy and Inclusive Communities; Strategic Objective 4.5 (to) work collaboratively to increase the supply and range of affordable housing and reduce homelessness.

Financial Implications:

The Region's Year 1 allocation under the IAH (2014 Extension) is \$2,547,400. As proposed, the one Priority Project would result in 15 units housing and requiring up to \$1,103,900 in IAH (2014 Extension) Year 1 funding. This program will not impact the current tax levy for housing programs as funds from senior levels of governments are

being utilized. The Region will continue its existing policy of providing limited grants to offset Regional Development Charges (RDC) for rental and supportive project priorities which proceed to building permit stage on a first come, first served basis, as contained in Council-approved Report P-03-046. There is currently an uncommitted balance of approximately \$1.2 million for this purpose which is sufficient to address any RDC grants for the proposed Priority Project. Finally, the Region has also adopted the Optional Property Class for New Multi-Residential Development that provides preferential tax treatment (a tax ratio of 1.000) for new multi-residential developments relative to residential properties for 35 years (F-02-031). The Optional Property Class for New Multi-Residential Development applies to all projects involving seven or more units developed under the new AHS.

The \$1,316,130 in IAH (2014 Extension Funding) Year 1 funding proposed for HAWS will be advanced by the Province on a quarterly basis to the Region for distribution to the partnering agencies. Funding for this program may be provided over a maximum of ten years.

\$127,370 of the IAH (2014 Extension Funding) Year 1 (5%) will be used for administration costs by the Region, which are primarily staff related costs to deliver housing programs. The 2015 preliminary budget currently before Council includes these funds.

The following table summarizes the recommended approach to IAH (2014 Extension Funding) for Year 1 (2014-15). The program requires all Year 1 funding to be committed no later than January 30, 2015.

	Amount	Number of Units	Timeframe
Priority Project: Working Centre	\$1,103,900	15 people/units	2015
Housing Assistance With Supports (HAWS)	\$1,316,130 Over 10 years	40 people/units	2015 - 2024
Administration	127,370		2015
Total	\$2,547,400		

Other Department Consultations/Concurrence:

Staff from Legal Services and Treasury Services have been consulted in the preparation of this report.

Attachments

Attachment 1 - EOI 2014-07 Priority Summary

Attachment 2 – Letter from Janet Hope, Assistant Deputy Minister, Ministry of Municipal Affairs and Housing, dated December 18, 2014

Attachment 3 - Expression of Interest 2014-07 Program Objectives & Preferences

Prepared By: **Jeffrey Schumacher**, Supervisor, Housing Supply Initiatives

Jennifer Murdoch, Manager, Housing Programs

Deb Schlichter, Director, Housing Services

Approved By: **Douglas Bartholomew-Saunders**, Commissioner, Community Services

Attachment 1 - EOI 2014-07 Priority Summary

Recommended Priority Projects \$1,103,900	Potential Priority Projects	Early Stage Proposals \$10,427,310	Conceptual Projects	Not Recommended At This Time
The Working Centre -252-262 King St. E.; 53 Dunham Ave. and 73 Lois St., Kitchener -15 units, acquisition/rehab -up to \$73,593/unit for a maximum of \$1,103,900		Colborne Landing Inc. -655 New Dundee Rd., Kitchener - 21 units, new construction - up to 41,666/unit - up to \$875,000 total		
		CHF Canada -512 Coronation Blvd., Cambridge - 37 units, new construction - up to \$125,000/unit - up to \$4,625,000 total		
		MennoHomes Inc. -5/7 Memorial Ave., Elmira -25 units, new construction - up to \$79,500/unit - up to \$1,987,500 total		
		Setman Ltd., (on behalf of a new Non-Profit Corp to be formed) -30 Duke St. W., Kitchener -28 units, conversion - up to \$82,009/ unit - up to \$2,296,270 total		
		Supportive Housing of Waterloo -392 Erb St. W., Waterloo -15 units/beds, acquisition/ rehab. - up to \$40,000/unit/bed - up to \$600,000 total		

		YWCA -84 Frederick St., Kitchener - 10 beds, renovation - up to 4,354/bed - up to \$43,540 total		
<input type="checkbox"/> Recommended Priority Projects - Projects proposed to be submitted to the Province when construction-ready and funding is available.				
<input type="checkbox"/> Potential Priority Projects – Projects which require further refinement before submitting to the Province, as funding is available.				
<input type="checkbox"/> Early Stage Proposals and Conceptual Projects - Projects which require further development before consideration by Regional Council for future funding under the AHS.				

Attachment 2

Ministry of
Municipal Affairs
and Housing

Assistant Deputy Minister's Office

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December 18, 2014

Ms. Deb Schlichter
Director, Housing Services
Regional Municipality of Waterloo
150 Frederick Street
Kitchener, ON
N2G 4L3

Dear Ms. Schlichter:

**Re: Investment in Affordable Housing for Ontario (IAH) (2014 Extension)
Notional Funding Allocation**

As you are aware, on August 11, 2014 the province and the federal government announced an extension to the Investment in Affordable Housing for Ontario (IAH) program. This initiative will provide an additional \$801 million over six years to improve access to affordable housing that is safe, sound, suitable and sustainable for households in need across the province.

You were previously notified of your notional funding allocation for Year 1 (2014-15) of the IAH (2014 Extension) program. Today, I am pleased to advise you that your notional funding allocation for all six program years is \$24,832,000. The annual allocations are listed below:

Year 1 (2014-15)	Year 2 (2015-16)	Year 3 (2016-17)	Year 4 (2017-18)	Year 5 (2018-19)	Year 6 (2019-20)
\$2,547,400	\$4,986,200	\$4,983,000	\$4,979,900	\$4,967,700	\$2,367,800

You are now in a position to complete your Program Delivery and Fiscal Plan (PDFP). A customized PDFP will be provided to you in electronic format shortly. The PDFP does not require Council approval. Approval by the Chief Administrative Officer (CAO) or delegated authority is sufficient.

If you plan on using Year 2 funding for the Operating component, you will be required to complete a Cash Flow Statement outlining your planned expenditures under the Housing Allowance Direct Delivery and Rent Supplement streams. The Cash Flow Statement will be provided with your customized PDFP in electronic format, and should be returned to your MSO

January 13, 2015

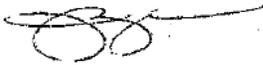
Report: CSD-HOU-15-01

Team Lead with your PDFFP no later than February 28, 2015. For the Housing Allowance Shared Delivery stream, please fill out the information in the Projected Take-Up tab of the PDFFP.

Annual funding allocations under the IAH (2014 Extension) are provided on a 'use it or lose it' basis. Any funding not committed by the required timelines may be reallocated to other Service Managers as there are limited options to move funding between program years.

I look forward to our continued collaboration as we implement the IAH (2014 Extension) in the coming years.

Yours sincerely,



Janet Hope
Assistant Deputy Minister

c: Tony Brutto, Team Lead, Regional Housing Services - MSO Western

Attachment 3

Expression of Interest 2014-07 Program Objectives and Preferences

Program Objectives:

- To build new sustainable affordable rental housing, including housing available to lower-income households;
- To create a range of housing with supports in either new or existing developments that provide support services to allow families and individuals to live independently;
- To build housing that addresses affordable housing needs in less serviced areas of the Region;
- To build affordable housing that supports the planning and land-use policies of the Region of Waterloo and Area Municipalities, particularly transit-supportive development within or in immediate proximity to ION station areas;
- To build affordable housing that is truly integrated into the community (e.g. through design excellence and use of high quality materials);
- To create affordable housing that addresses economic, environmental and community sustainability;
- To build energy efficient and well-designed housing that delivers adequate unit sizes, provides for overall visitability;
- To building affordable housing that is located on or near a Grand River Transit route and in close proximity to schools, recreational facilities, shopping and services;
- To incorporate partnerships with organizations and agencies to address other community interests; and
- To dedicate units to households currently on the Region's centralized wait list for Community Housing.

Program preferences that were used to assess how proposals address current housing and support need, leverage resources and are financially viable and sustainable:

- Are proposing small to mid-sized developments;
- Have a long-term plan to have units remain on the market as affordable housing beyond the term of the 25 year contribution agreement;
- Will provide supportive housing and have funding in place to provide support to the intended target client group;
- Propose one-bedroom units for single non-seniors;
- Propose large (4/5 bedroom) ground-oriented units for large families within

Cambridge, Kitchener and Waterloo;

- Address other high-need household categories on the Region's centralized wait list for Community Housing;
- Propose more than 40% of the units be available at, or below, 60% average market rent (AMR);
- Achieve the affordability targets with a per unit funding allocation at considerably less than the maximum allocation eligible;
- Provide for unit sizes that meet the program targets;
- Are in close proximity to Grand River Transit and ION routes, in particular within ION station areas;
- Provide equity contributions (funding, property, in-kind, etc.) greater than the minimum IAH (2014 Extension) requirements (private sector proponents must contribute at least 10% equity, private/non-profit partnerships must make a 4% equity contribution and non-profits 0% equity contribution); and
- Involve partnerships with other organizations that address broader community interests and social development (e.g. incorporates space for community programs, incorporate youth employment opportunities during construction).



Report: CSD-CHS-15-01

Region of Waterloo
Community Services
Children's Services

To: Chair Geoff Lorentz and Members of the Community Services Committee

Date: January 13, 2015

File Code: S04-20

Subject: Early Learning and Child Care Programs Funding Pressures

Recommendation:

For Information

Summary:

This report provides some background context on the pressures currently experienced in the licensed Early Learning and Child Care (ELCC) sector in Waterloo Region. In November, 2014 a delegation appeared before Council requesting one time funds for a local child care operator to preserve infant spaces which were slated to close. Many significant changes have happened over the past five years that have impacted on licensed ELCC programs. This report provides an overview of the challenges and what steps have been implemented by the Region of Waterloo as the Consolidated Municipal Service Manager. A report providing recommendations for next steps will be provided in February.

Report:

1.0 Background:

Over the past five years a phased implementation approach has taken place to provide full day, every day kindergarten for all four and five year olds in the Province of Ontario. September 2014 marked the final year of implementation, which means that full day kindergarten is available to all four and five year olds in Waterloo Region elementary schools. In addition all schools now provide before and after school care programs where demand exists. As of September 2014, 84% of schools in Waterloo Region provide programs for children between the ages of 4-7 years, if parents require, from

7:00 am to 6:00 pm. In addition, school boards have contracted with licensed Early Learning and Child Care (ELCC) operators to also provide a similar service in schools for children between the ages of 8-12 years. As of September 2014, approximately 4,000 children are now attending one of these programs in their local elementary school. The loss of market share for the four to seven year old population, combined with ongoing financial pressures, has had an impact on licensed ELCC operators.

Changes to service models, increasing operating costs, and funding constraints have all contributed to the financial pressures being experienced by many child care operators in Waterloo Region. This factor, combined with limited to no increases for purchase of service rates over a number of years, has created a gap between a centres market rates (those charged to full fee paying families) and the rates paid by the Region of Waterloo for subsidy eligible children. Gaps between market rates and purchase of service rates now range as high as \$18 per child per day. On an annual basis this means a loss of revenue for an operator of approximately \$4,500 per child.

On November 17, 2014 a delegation appeared before Council expressing concern over the loss of infant spaces in the downtown Kitchener core due to the closure of the infant program at the YWCA-City Kids Child Care Centre. The delegation requested \$42,000 in one time funding to allow the YWCA to continue operating the infant spaces for an additional year. The request was declined. At that time Council was informed that staff were working on a solution that may address issues faced by all operators and staff were to come back with a report on potential solutions.

The YWCA-KW Board of Directors made a decision to close their infant program (10 spaces) at their City Kids Child Care Centre, Kitchener, effective December 24, 2014. The City Kids Child Care program which historically offered infant, toddler and preschool aged spaces made the decision to convert the infant classroom space to preschool aged children. The YWCA cited several reasons for the decision to end infant care at this site, all of which relate to the high cost of providing infant care. The YWCA has been accruing a deficit in the operation of their infant program for several years.

The situation presented above is reflective of the challenges currently being experienced by a number of child care operators in Waterloo Region, as well as across the Province. The loss of four and five year old children to full day kindergarten programs has impacted operators fiscally if their model involved using revenue from the older age populations to supplement the high cost of care for infants and toddlers. Infant care programs are the most expensive to operate due to high staffing requirements.

2.0 Role of the Region of Waterloo as Consolidated Municipal Service Manager

The Region of Waterloo and more specifically Children's Services is the Provincially designated Consolidated Municipal Service Manager (CMSM) and as such has responsibility and oversight for funding and local system level planning for the

development and delivery of all licensed Early Learning and Child Care (ELCC) services in Waterloo Region. The Region of Waterloo receives funding from the Province in three funding streams that are then flowed to community ELCC programs. The Region of Waterloo also contributes funds both through a cost sharing requirement as well as 100% municipal funds. In 2014, the Children's Services budget totalled \$41M which is comprised of \$32M in Provincial funds and \$8M in Regional tax levy dollars and the remainder in revenues. Of the \$41M approximately \$18M is dedicated to child care fee subsidy and \$8.9M to base operating funding grants for licensed ELCC programs.

3.0 Early Learning and Child Care Service Plan 2012-2015

Significant work and planning has taken place with the ELCC community over the past five years to help reduce the impact of full day kindergarten. A phased approach was implemented in 2012 with a focus on supporting all licensed ELCC programs to weather the changes that were announced in 2011. A short summary of the actions and steps completed is outlined below.

Phase 1 – Preparing For the Change

During 2012, the key areas of focus related to sharing of information, communication of pending changes and supporting operators in preparing for the change. This involved several activities:

- Communication Strategy
- Alternative Business Model training sessions
- Transition Operating funding
- Schools First Capital Retrofit Funding
- Wage
- Repairs & Maintenance
- Redefining ELCC Professional Development series

Phase Two – Sustain & Stabilize Funding

In 2013, the Province announced new flexibility for CMSM's in the distribution of wage subsidy funding to licensed ELCC programs.. A report was presented to Council in SS-14-045, September 9, 2014 for approval in principal to implement a new approach. The new approach provides for distribution of the wage subsidy funding in a more transparent and simplified approach by applying a base operating funding grant paired with four potential incentive grants. This change in the distribution of funding to ELCC programs provides a more transparent and simplified format to allocate funding and will allow the Region as the CMSM to better predict funding pressures within the licensed system.

Phase Three – Review Purchase of Service Rates

A review of the current rate structure, including an analysis of current rates being utilized, was completed between November and December 2014. Options to address this issue are currently under review, along with analysis of the financial implications of any changes. In February a staff report will provide an overview of this work and present options for consideration by Council.

Phase Four – Plan for Growth or Expansion

Starting in the spring of 2015 further work will begin to unfold to develop a more detailed approach to planning for child care services in Waterloo Region. As a CMSM, it will be important to develop a more coordinated approach to predict demand and plan for expansion of the system. The community will be engaged in the identification of gaps and opportunities to inform a new service plan for 2016 – 2019.

4.0 Community Engagement & Input

In 2013, staff formed a Funding Working Group comprised of representation across all licensed ELCC programs in Waterloo Region. This working group has been instrumental in providing input, advice, suggestions, and guidance to staff. In 2014, a final model and approach to base funding was determined as outlined earlier and endorsed by the working group and community. Several options regarding rates were explored with the Funding Working Group and reviewed to recommend an option that will support financial viability for ELCC programs and help to retain the current number of licensed spaces and child care programs in Waterloo Region.

Corporate Strategic Plan:

The new approach to purchase of service rates aligns with the 2011-2014 Region's Corporate Strategic Focus Area 4: Healthy and Inclusive Communities; Strategic Objective 4.5 (to) work collaboratively with the community to support the development of services for children.

Financial Implications:

The cost of implementing any changes to purchase of service rates or funding approaches would be funded from the purchase of service budget. The current purchase of service budget totalling \$18M provides subsidized child care for approximately 2900 children each month. Further details and costing analysis of any options will be provided for consideration in the February 3, 2015 report.

Other Department Consultations/Concurrence:

Resources in Finance are required to support cost analysis and funding allocations.

Attachments: Nil

Prepared By: Nancy Dickieson, Director, Children's Services

Approved By: Douglas Bartholomew-Saunders, Commissioner, Community Services



Report: CSD-SEN-15-01

Region of Waterloo
Community Services
Seniors' Services

To: Chair Geoff Lorentz and Members of the Community Services Committee

Date: January 13, 2015

File Code: A02-30

Subject: Quality Improvement Plan—Sunnyside Home

Recommendation:

For information

Summary:

The “Excellent Care for All Act” which came into law in June, 2010, requires Long-Term Care Homes to submit an annual Quality Improvement Plan to Health Quality Ontario commencing April 1, 2015. A collaborative process, overseen by the existing Quality and Risk Management Committee of Seniors’ Services, is being implemented at Sunnyside Home to identify the priorities for this Plan. The Quality Improvement Plan will be submitted to the Community Services Committee for approval prior to its submission to Health Quality Ontario before the end of March 2015.

Report:

The “Excellent Care for All Act” (ECFAA), which came into law in June of 2010, puts Ontario patients first by strengthening the health care sector’s organizational focus and accountability to deliver high quality patient care. This legislation defines quality for the health care sector, reinforces responsibility for quality of care, builds and supports boards’ capability to deliver quality of care, and increases publicly available information on health care organizations’ commitment to quality.

Health Quality Ontario (HQO) plays a leadership role in helping to drive continuous quality improvement across the system. This agency is responsible for finding the best evidence of what works and translating it into concrete tools and guidelines that providers and institutions across the system can put into practice to benefit patient care

and outcomes.

System-wide quality improvement is the vision that the Ministry of Health and Long-Term Care provides for all health care sectors, using a Quality Improvement Plan (QIP) as an enabler to support this goal. A QIP is a formal, documented set of quality commitments aligned with system and provincial priorities that a health care organization makes to its patients/clients/residents, staff and community to improve quality through focused targets and actions. By submitting a QIP to HQO, it is intended that the health care system will better understand what progress organizations are making in achieving targets on priority improvement areas, and that organizations will be able to learn from each other in providing quality care.

Quality Improvement Plans are being implemented across the health care system incrementally. Long-Term Care Homes are mandated to submit QIPs to Health Quality Ontario by April 1, 2015 and annually thereafter.

While the QIPs are not used as a performance management tool between the Ministry or the Local Health Integration Networks, they are meant to be a mechanism through which an organization's leadership holds the organization to account for the commitments made for improved quality of care. Organizations have a responsibility to report on progress and be available to explain their performance on commitments made in their QIP. The QIP progress report is one means by which organizations can account for progress made against their commitments.

A collaborative process is being implemented at Sunnyside Home to identify the priorities for this QIP to include various perspectives into the development of the QIP to reflect the needs of the community. A Quality and Risk Management Committee is in place within Seniors' Services to oversee the development of this Plan.

Because the Community Services Committee and Regional Council are ultimately accountable for organizational governance of Sunnyside Home, the Quality Improvement plan will be submitted to Committee and Council for approval prior to its submission to Health Quality Ontario before the end of March 2015.

Corporate Strategic Plan:

This report supports the Region's 2011-2014 Strategic Focus Area 5: Service Excellence: Deliver Excellent and Responsive services that inspire public trust: and Strategic Objective 5.2 Improve satisfaction with Regional programs and services and Strategic Objective 5.3 Ensure Regional programs and services are efficient and effective and demonstrate accountability to the public.

Financial Implications:

Nil

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Other Department Consultations/Concurrence:

Nil

Attachments

Nil

Prepared By: Helen Eby, Director, Seniors' Services**Approved By: Douglas Bartholomew-Saunders**, Commissioner, Community Services



Report: PDL-CPL-15-02

Region of Waterloo

Planning, Development, and Legislative Services

Community Planning

To: Chair Geoff Lorentz and Members of the Community Services Committee

Date: January 13, 2015

File Code: D12-40/KBT

Subject: Amendment of Terms of Reference of Kissing Bridge Trailway Advisory Board

Recommendation:

That the Regional Municipality of Waterloo, in concert with the County of Wellington, take the following actions with respect to the Kissing Bridge Trailway, as outlined in Report PDL-CLP-15-02, dated January 13, 2015:

- a) Amend the Terms of Reference of the Kissing Bridge Trailway Advisory Board to replace the Conestogo-Winterbourne Optimist Club with the West Montrose Residents' Association Inc. as a full member of the Board; and
- b) Authorize execution of an agreement making the West Montrose Residents' Association Inc. a new Trailway Steward Group having responsibility for the segment of the Kissing Bridge Trailway between Northfield Drive and the Grand River.

Summary:

The Kissing Bridge Trailway is a multi-use recreational trailway extending 44.5 kilometres from the outskirts of the City of Guelph across the northern part of Waterloo Region to Millbank in the County of Perth. The abandoned C.P.R. right-of-way on which the Trailway runs was leased jointly from the Province by the Region and Wellington County in 1997. In 1998 the Region and County jointly established the Kissing Bridge Trailway Advisory Board to oversee and co-ordinate the development of the Trailway. The Board comprises representatives of the six community groups, known as Trailway Steward Groups, which had volunteered to develop and maintain the six segments into which the Trailway is divided.

On September 18, 2014, the president of the Conestogo-Winterbourne Optimist Club informed Regional staff that, due to resource constraint, the Club wished to relinquish stewardship of its segment of the Trailway extending from the eastern edge of Elmira to the Grand River. Subsequently, the Lions Club of Elmira informed staff that it was prepared to add the segment of the Trailway from the eastern edge of Elmira to Northfield Drive to its existing segment which extends as far west as Wallenstein. On November 17, 2014, the West Montrose Residents' Association Inc. agreed to take on the stewardship of the Optimists' remaining segment from Northfield Drive to the Grand River.

It is recommended that the Terms of Reference of the Kissing Bridge Trailway Advisory Board be amended to reflect the above changes in Trailway Steward Groups. The West Montrose Residents' Association Inc. will be given full membership on the Board for a principal representative and an alternative as is the case with the other Trailway Steward Groups. It is also recommended that staff be authorized to execute a Trailway Steward Group agreement with the West Montrose Residents' Association Inc. similar to those in place with the other Trailway Steward Groups. The Lions Club agreement will also be revised to cover the eastward extension of its segment. In addition, a few other minor edits are recommended to update the 1998 document to current terminology.

Report:

The Kissing Bridge Trailway is a multi-use recreational trailway extending 44.5 kilometres from the outskirts of the City of Guelph across the northern part of Waterloo Region to Millbank in the County of Perth. It is being developed on an abandoned C.P.R. right-of-way owned by the Province and jointly leased by the Region and Wellington County since 1997. In 1998 the Region and County jointly established the Kissing Bridge Trailway Advisory Board to oversee and coordinate the development of the Trailway (Report PC-98-039, dated April 18, 1998). As originally established, the Board comprised, among others, representatives of the five community groups, known as Trailway Steward Groups, which had volunteered to develop and maintain the five segments into which the Trailway had been divided. In 2009, a sixth Trailway Steward Group, the Village of Millbank Association, was added (Report P-09-064, dated August 11, 2009).

The Conestogo-Winterbourne Optimist Club was the Trailway Steward Group of the segment of the Trailway extending from the eastern edge of Elmira to the Grand River. On September 18, 2014, the Club's president informed Regional staff that the Club wished to relinquish stewardship of its part of the Trailway due to resource constraints. That evening, the Trailway Advisory Board accepted this decision with regret and thanked the Club for the work it had done in developing its portion of the Trailway including the installation of a new bridge over Spring Creek. Subsequently, the Lions

Club of Elmira informed staff that it was prepared to take on stewardship of the segment of the Trailway from the eastern edge of Elmira to Northfield Drive in addition to its existing segment which extends as far west as Wallenstein. On November 17, 2014, the West Montrose Residents' Association Inc. agreed to take on the stewardship of the remaining segment from Northfield Drive to the Grand River.

It is recommended that the Terms of Reference of the Kissing Bridge Trailway Advisory Board be amended to reflect the above changes in Trailway Steward Groups. The West Montrose Residents' Association Inc. will be given full membership on the Board for a principal representative and an alternative as is the case with the other Trailway Steward Groups. It is also recommended that staff be authorized to execute a Trailway Steward Group agreement with the West Montrose Residents' Association Inc. similar to those in place with the other Trailway Steward Groups. The agreement with the Lions Club of Elmira will also have to be amended to reflect the extras section it is assuming.

A subsequent report dealing with appointments to the Trailway Advisory Board will be submitted to the Administration and Finance Committee in February.

Area Municipal Consultation/Coordination

The Trails Co-ordinator for the Township of Woolwich usually attends the meetings of the Kissing Bridge Trailway Advisory Board in addition to Regional and Wellington staff. Regional Councillor Sandy Shantz, Mayor of Woolwich is the Region's appointee to the Board.

Corporate Strategic Plan:

Strategic Objective 3.2 of the Region of Waterloo's Strategic Focus 2011-2014 speaks to developing active forms of transportation, and specifically to work with community stakeholders to develop an integrated and safe network of regional, local, and off-road cycling routes. The Kissing Bridge Trailway provides 44.5 kilometres of readily accessible walking and cycling trail through Woolwich and Wellesley Townships as well as Centre Wellington and Perth East Townships. The Trailway has been identified as a major bicycle route in the Regional Cycling Master Plan and as the key cycling "spine" through RTO4 (Regional Tourism Organization 4).

Financial Implications:

Costs associated with the Kissing Bridge Trailway Advisory Board are limited to staff support and providing a meeting room at the Elmira Public Library. These are covered within the Planning, Development, and Legislative Services budget.

Other Department Consultations/Concurrence:

Legal Service will assist with the drafting of the Trailway Steward Group agreement with

the West Montrose Residents' Association Inc.

Attachments:

Terms of Reference of the Kissing Bridge Trailway Advisory Board

Prepared By: Chris Gosselin, Manager of Environmental Planning

Approved By: Rob Horne, Commissioner, Planning, Development, and Legislative Services

Attachment 1

KISSING BRIDGE TRAILWAY



**Trailway Advisory
Board**

1. Terms of Reference

- 1.1 As a representative of the various stakeholders in the Trailway - local residents, Trailway Steward groups, the business community, and the County of Wellington and Regional Municipality of Waterloo - the Trailway Advisory Board will provide ongoing supervision of the Trailway, and coordinate the work of the various Trailway Steward groups having regard to the report presented to County and Regional Councils in 1997.
- 1.2 The Trailway Advisory Board is an advisory board to the County and Regional Councils and will provide the ongoing liaison between the Councils, the Trailway Steward Groups and local residents. It will strive to ensure that the interests of the various stakeholders are appropriately addressed, and seek to balance potentially competing interests.
- 1.3 Staff will address concerns, complaints, and suggestions from local residents and Trailway users, and, where appropriate, refer them to the Trailway Advisory Board for further discussion. Where issues cannot be satisfactorily resolved, the Board will request County and Regional staff to refer the matter to County and Regional Councils for resolution.
- 1.4 The Trailway Advisory Board will consult with stakeholder groups to determine standards for fencing, signage, parking facilities, other capital improvements, and ongoing maintenance.
- 1.5 The Trailway Advisory Board will receive, evaluate, and prioritize requests for fencing according to the following priorities:

Priority 1

- a. Adjacent property used for livestock, or potentially hazardous activities;
- b. Areas experiencing recurrent problems with trespass and vandalism;
- c. Residences and barns located in proximity to the Trailway;

Priority 2

- d. Commercial and recreational establishments adjacent to the Trailway;
- e. Agricultural cropland; and
- f. Other areas deemed appropriate by the Trailway Advisory Board.

- 1.6 The Railway Advisory Board will make recommendations to the Councils **through their respective planning committees** concerning such matters as policy issues, issues which have significant Regional or County implications, the expenditure of contributions to a tax creditable Railway Fund (which will be jointly administered by the County and Region), and any matters that may be referred to the Railway Advisory Board by either Council.
- 1.7 The Railway Advisory Board will participate in fund-raising for capital improvements and other ongoing expenses.
- 1.8 The Railway Advisory Board will prepare an annual report to the Councils of the County of Wellington and Regional Municipality of Waterloo on its activities, initiatives, and proposals for the coming year.

2. Membership

- 2.1 The Railway Advisory Board will consist of the following:
- a) One local farm landowner to represent each local municipality in which the Railway is located (i.e., the **Townships of Guelph/Eramosa, Mapleton, Woolwich, and Wellesley**), to be nominated by the respective Federation of Agriculture (if for any reason no representative is available, a farm landowner from another municipality may be nominated) **[Total 4]**;
 - b) Three representative local non-farming landowners from any of the municipalities in which the Railway is located, to be selected from applicants responding to public advertisements [Total 3];
 - c) One representative nominated by each Railway Steward group, **namely**
Guelph Hiking Trail Association
West Montrose Residents' Association Inc.
Lions Club of Elmira
Linwood and District Lions Club
Golden Triangle Snowmobile Club
Village of Millbank Association
 (Alternates may be designated by each group to attend when the principal representative is unavailable.) **[Total 6 Representatives and 6 Alternatives]**;
 - d) One nominee of the local Chambers of Commerce or Business Associations in communities along the Railway, on a rotating basis, or failing nomination, a member of the business community who applies to serve [Total 1];
 - e) One person appointed by the Council of the County of Wellington [Total 1]; and
 - f) One person appointed by the Council of the Regional Municipality of Waterloo [Total 1].
- 2.2 In the event the County of Perth or the Township of Perth East elects to participate

in the Trailway at a future date, the membership shall be increased to include one local farm landowner and one appointee of the respective Council.

- 2.3 All members of the Trailway Advisory Board shall be jointly appointed by the Councils of the County of Wellington and the Regional Municipality of Waterloo.
- 2.4 The members of the Board shall be appointed for three year terms. The two Council appointees will be appointed by their respective Councils for a four-year term coinciding with the term of Council.
- 2.5 A member of the Board may be reappointed for a **subsequent** term at the conclusion of the initial term.

3. Operation of the Committee

- 3.1 The Chair and Vice-Chair of the Trailway Advisory Board will be elected from among the members at the Board's first meeting of each calendar year. **The Chair and Vice-Chair will be elected from appointed members.** The Chair should be able to devote some time between meetings to working informally with Trailway Steward Groups, County and Regional staff, and to attending meetings of the County and Regional Planning Committees when circumstances warrant.
- 3.2 The quorum for a meeting shall be half the total membership of the Board.
- 3.3 Meetings of the Trailway Advisory Board will be held at least twice a year. Meetings may also be held at the call of the Chair to consider urgent matters.
- 3.4 When an issue must be resolved expeditiously and it is not feasible to convene a quorum, draft motions or resolutions may be circulated to all voting members of the Board. If a majority of the resolutions are signed and returned to the Chair, the motion shall be considered adopted.
- 3.5 Any member missing three consecutive meetings without a valid reason will be replaced at the earliest opportunity.
- 3.6 Meetings will normally be open to the public. In camera discussions will only be held in compliance with the County and Regional Procedural By-laws.
- 3.7 Members may from time to time be requested to serve on a sub-committee to investigate particular issues.
- 3.8 The Trailway Advisory Board will advise Trailway Steward groups, adjoining residents, or County and Regional Councils on matters referred to them.
- 3.9 The Trailway Advisory Board will discuss and resolve issues identified by local residents, Trailway Steward Groups, Trailway users, or County and Regional staff. Where issues cannot be satisfactorily resolved, the Board may request County and Regional staff to refer the matter to County and Regional Councils for resolution. Subject to the terms of the leasing arrangements, the final decision in such cases will rest jointly with County and Regional Councils.
- 3.10 The Board shall engage volunteers from the community to prepare agendas,

minutes, and correspondence. If necessary, staff support to perform these functions may be provided by the County of Wellington and/or Regional Municipality of Waterloo on an interim basis.

- 3.11 Staff support will be provided by the County of Wellington and the Regional Municipality of Waterloo to collect and disburse moneys other than those contributed directly to Trailway Steward Groups, and to provide other advice.
- 3.12 The Trailway Advisory Board may, from time to time, invite other persons to address the Board and participate in discussions on subjects before the Board or to be briefed on Trail-related initiatives by other agencies or organizations.
- 3.13 The Trailway Advisory Board may review these Terms of Reference from time to time as required. With support from two-thirds of the members eligible to vote, the Board may request County and Regional Councils to make necessary amendments thereto.
- 3.14 The Trailway Advisory Board shall report to the **County and Regional** Councils on a regular basis.

4.0 **Conflict of Interest Policy**

All members shall adhere to the Conflict of Interest Policy for Advisory Committees, approved by **Regional** Council on May 28, 2003. All members shall annually review and complete the agreement and signature form attached to the policy. Signature forms are to be returned to the Committee Clerk for safe keeping.

Members are expected to undertake their responsibilities on an impartial and objective basis. Any member whose financial interests could be in conflict with the interests of the Region is obliged to disclose same at the meeting. Members will not participate in any decision or recommendation in which they or their immediate family has any financial interest except in common with residents of the municipality.

Approved by Regional Council, April 29, 1998
Amended by Regional Council, August 19, 2009
Amended



Report: PDL-CUL-15-02

Region of Waterloo
Planning, Development and Legislative Services
Cultural Services

To: Chair Geoff Lorentz and Members of the Community Services Committee

Date: January 13, 2015

File Code: R12-05(A)

Subject: Region of Waterloo Museums Exhibits and Events – January to April 2015

Recommendation:

Nil.

Summary:

The Region of Waterloo Museums host numerous exhibits and events throughout the year. For promotional purposes, the calendar year has been divided into three periods – this report highlights programming from January through April 2015. Promotion of these activities includes various paid and unpaid advertising opportunities, including the distribution of a printed event listing for each museum.

Some of the exciting events in the upcoming season include: Ocean Bound!, an interactive exhibit that explores the science of water sources, aquatic animals and oceans at Waterloo Region Museum; Reflections of the Natural World – Glass Art of Laurie Spieker, the Joseph Schneider Haus Folk Artist in Residence; All About Undertaking, a lecture by 2014 Edna Staebler Research Fellow Marion Roes; and Gardens and the Grand, the 2015 Wee Quilt Exhibit at McDougall Cottage.

Waterloo Region Museum is open daily, with Doon Heritage Village re-opening May 1, 2015. Joseph Schneider Haus opens February 14, and McDougall Cottage on March 5, 2015. All three museums will be open on Monday February 16 for Family Day, and during March Break. Complete hours of operation are included in the report.

Report:**Waterloo Region Museum**

Ocean Bound! a new watershed exhibit at the Waterloo Region Museum explores the science of water sources, aquatic animals, and oceans. Opening Friday Jan. 30, 2015, the interactive exhibit shows us how our actions on land affect watersheds and oceans.

The exhibit will feature local connections to water resources in our community, made in partnership by the Waterloo Region Museum, Grand River Conservation Authority, Region of Waterloo Water Services, Waterloo Wellington Children's Groundwater Festival, and University of Waterloo Earth Science Museum. The Groundwater Festival celebrates its 20th anniversary in 2015.

A special Ocean Bound! Water TALKS Series presents water-focused topics by speakers from the community.

Created by the Sciencenter of Ithaca, New York, with funding from NOAA, the National Oceanic and Atmospheric Administration, the exhibit will be on display until May 10, 2015.

The Waterloo Region Museum will mount and host a special exhibit, Kids are the Future, during March Break from March 14 to 22. The exhibit is a display of brightly coloured children's art that shows the universal spirit of children. The art was created in Turkey by Syrian children who are refugees and have been victimized by war, to help them overcome their fears and gain self-confidence.

The museum partners with the Kitchener-Waterloo Symphony to present two Kinderconcerts: The Three Musical Pigs and the Wolf on February 21, and Toot, Bang, Swish! on April 18.

Waterloo Region Museum is open daily – Monday through Friday from 9:30 a.m. to 5 p.m., and Saturday and Sunday from 11 a.m. to 5 p.m.

Doon Heritage Village is closed for the winter months, except for pre-booked education programs that take place in heated buildings. The village opens on May 1.

Joseph Schneider Haus

The Friends of Joseph Schneider Haus have announced the 2015 Folk Artist in Residence is glass artist Laurie Spieker from Kitchener. The Folk Artist's year will be officially launched when Joseph Schneider Haus opens for the 2015 season on February 14 and the exhibit Reflections of the Natural World – Glass Art of Laurie Spieker opens. The exhibit continues through April 26. Laurie will lead a number of fused glass workshops throughout the year and she will demonstrate her art on two occasions.

The 2014 Edna Staebler Research Fellow, Marion Roes, will present her research *All About Undertaking: Funeral Businesses and Practises in Waterloo County* on February 19 at 7 p.m. at Joseph Schneider Haus. The lecture will be repeated on March 9 at 7 p.m. at the Waterloo Region Museum.

Joseph Schneider Haus opens for the 2015 season on Saturday, February 14. The Haus is open Wednesday through Saturday from 10 a.m. to 5 p.m. and Sunday from 1 to 5 p.m.

McDougall Cottage

Gardens and the Grand is the focus of this year's Wee Quilt Challenge opening on April 10 at McDougall Cottage. Former Cottage resident James Baird was well-known for his garden; he ordered primrose seeds from Scotland until more than 1000 of the plants adorned the Cottage's garden. Gardens and the Grand celebrates Baird's love of gardening and the natural beauty of the Grand River.

Ongoing programs at McDougall Cottage include Ceilidhs on the first Thursday of each month, and Tartan Teas also held monthly. The Friends of McDougall Cottage host a Farewell Concert with 2014 Musician-in-Residence, flutist, Allison Lupton on March 13; the concert will be held at Café 13 Main Street Grill in Cambridge.

McDougall Cottage opens for the 2015 season on March 5. The Cottage is open Wednesday through Sunday from noon to 5 p.m.

Area Municipal Consultation/Coordination

Area municipal staff is informed of events and activities at the Waterloo Region Museum, and will receive a copy of this report. The Waterloo Region Museum advertises in the leisure/activity guides published by each of the Cities of Cambridge, Kitchener and Waterloo.

Corporate Strategic Plan:

Supporting initiatives that promote and enhance arts, culture and heritage are directly related to Growth Management Focus Area 2, Action 2.4.2: Provide opportunities to optimize the use of Regional cultural facilities.

Financial Implications:

The initiatives listed for 2015 are funded through budgets administered by Planning, Development and Legislative Services.

Other Department Consultations/Concurrence:

Design and printing of promotional material is administered by Council and Administrative Services in partnership with the museums.

Attachments

Nil

Prepared By: Tom Reitz, Manager/Curator

Approved By: Rob Horne, Commissioner, Planning, Development and Legislative Services

Region of Waterloo

Waterloo Region Crime Prevention Council

To: Chair Geoff Lorentz and Members of the Community Services Committee

Date: January 13, 2015

File Code: C06-60

Subject: Waterloo Region Integrated Drugs Strategy (WRIDS) Update

Recommendation:

For information

Summary:

This report provides a brief update of the activities and implementation efforts of the Waterloo Region Integrated Drugs Strategy (WRIDS). The WRIDS was approved in principle by the Waterloo Region Crime Prevention Council (WRPCPC) in December 2011 and received for information by Regional Council in 2012. Implementation efforts have been ongoing and reports regarding specific activities have been provided to Regional Council and the community throughout this time. This report comprises an overview of these developments and includes activities since the last report to Community Services Committee in May 2013.

The development of an Integrated Drugs Strategy is identified in the Regional Corporate Strategic Plan under “Fostering Healthy, Safe, Inclusive and Caring Communities”: Enhance Community Safety and Crime Prevention (4.4.1).

Report:

1.0 Background

The Waterloo Region Integrated Drugs Strategy was initiated by the WRPCPC to address the pervasive, expensive and at times ineffective approaches to resolving issues of substance use that are connected to crime and victimization. Most incarcerated offenders have an identified addiction to one or more substances. Most serial property crimes are related to addiction. Legal and illegal substance use can deeply affect not only individuals and families but also communities, and have significant negative impact on the private and public sectors that go beyond community safety concerns.

The Waterloo Region Integrated Drugs Strategy provides a roadmap to improved health and safety for Waterloo Region via 99 recommendations seeking the prevention, reduction and/or elimination of problematic substance use and its consequences. The substances of interest in the WRIDS are alcohol, prescription medications and substances subject to provisions contained within the Controlled Substances Act.

The WRIDS was developed over 2.5 years by a 26-member multi-sector Task Force of the Waterloo Region Crime Prevention Council, informed by the best available evidence at the time and the wisdom gleaned from consultations with more than 300 local citizens and services providers.

The 99 recommendations are framed within a 5-pillar strategic framework: prevention, harm reduction, recovery & rehabilitation, criminal justice, and integration & collaboration.

The WRIDS has often been utilized by other Canadian municipalities and communities as an exemplary model for comprehensive and integrated community engagement in policy development. The WRIDS is available on the WRCPC website at: <http://www.preventingcrime.ca/documents/2012-WRIDS-FINAL.pdf>

2.0 Updates: December 2011-2014

Two streams of activities have been taking place since the adoption of the WRIDS by WRCPC. The first is providing supports for the implementation of the recommendations contained within the WRIDS. The second has been focused on responding to opportunities due primarily to unanticipated policy changes at other orders of government and/or community priorities. Both streams advance the WRIDS recommendations.

The following overview comprises a mix of both planned and responsive activities.

Education, Training

- More than 100 free events on issues of substance use have been offered, catering to the full diversity of interests in the issues. These include 13 national webinars, a primary care forum with 62 participating Ontario communities, Ontario-wide webinars for public health units plus a plethora of local events available via WRCPC's "In The Mind's Eye" film + forum series.
- The WRCPC with community partners produced two education and awareness raising films related to accidental opioid overdose, the 2nd leading cause of unintentional death in Ontario. Overdose victims include people using

substances as prescribed or illicitly. **Eyes Wide Open** features two citizens affected by an accidental overdose. **911 Naloxone** features first responders and a family physician speaking to issues related to accidental opioid overdoses. Posters, pamphlets and other materials were created to support opioid safety awareness and training.

- Opioid-related materials can be found at: www.overdoseprevention.ca

WRCPC Research

- **Oxy to Oxy** - Community Survey and Forum Response and **Oxy to Oxy 2** - Community Forum Proceedings: The removal of OxyContin from the Ontario Provincial Formulary in 2012 may have been the biggest change affecting recreational substance use since the repeal of alcohol prohibition in 1927. The Oxy to Oxy reports highlight concerns and solutions raised by service providers and citizens in Waterloo Region and Guelph Wellington.
- **Pharmacists Survey and Report**: Produced in partnership with the UW School of Pharmacy, this report measures area pharmacists' receptivity to interventions aimed at preventing, reducing or eliminating problematic prescription substance use, primarily opioid medications.
- **Between Life and Death** - The Barriers to Calling 9-1-1 During an Overdose Emergency: This is the first Canadian study on barriers to calling 9-1-1 during an (illicit) overdose emergency. Close to 50% of people do not call 9-1-1 due to fear of criminal justice sanctions. Based on the report, a subcommittee of WRCPC recommended that the Federal government draft a 'Good Samaritan Law' to improve 9-1-1 call rates, similar to legislation in 24 U.S. States.

Engagement Initiatives

- Take Back Your Unused/Expired Medications is an initiative encouraging citizens to return their unused/expired medications to a local pharmacy. The initiative is a collaborative partnership with the Wellington Guelph Drug Strategy, Waterloo Region District School Board, Waterloo Catholic District School Board, Upper Grand District School Board, Waterloo Region Police Services, Guelph Police Service, and the Royal Canadian Mounted Police.
- The Municipal Drug Strategy Coordinators Network of Ontario (established in 2008 by the WRCPC) has grown to 19 municipalities and remains an active support and resource for communities across Ontario.
- Work with several local high schools on drug related challenges.

- Support to local citizens and groups concerned about issues of problematic substance use and facilitation of focused problem solving towards system change activities.

Advise/Support

- WRPCPC staff continue to participate in the Canadian Institutes of Health Research-funded systematic review of opioid safety in Canada; Canadian Centre on Substance Abuse national strategy: First Do No Harm - Responding to Canada's Prescription Drug Crisis; Canadian Drug Policy Coalition.
- Resource support to other Ontario municipalities, local and other media, service providers and others on drug-related issues as requested.

3.0 WRIDS Implementation 2013-2014

In 2014, the WRPCPC on behalf of the WRIDS Implementation Steering Committee successfully applied for a three-year Ontario Trillium grant to support a part time coordinator position. The WRIDS members decided to have the position administratively and physically housed at the Kitchener Downtown Community Health Centre (KDCHC). With this move, significant aspects of the strategy's implementation work will increasingly move from WRPCPC into the community at large. KDCHC as an administrative host is committed to region wide implementation. This newly secured resource will support existing and future partnerships for the implementation of the WRIDS. This approach builds community capacity and is consistent with the WRPCPC's principles of crime prevention through social development, best summarized in the integrated crime prevention model: "who leads what when". Resources secured through efforts of the WRPCPC have often been utilized by community partners that are better placed to advance a prevention strategy or community safety initiative.

In 2013, an **Implementation Steering Committee** of 10 members was established as a sub-committee of WRPCPC and is chaired by a member of WRPCPC.

Waterloo Region Public Health has taken responsibility for two coordinating committees that support the harm reduction and prevention pillar recommendations of the WRIDS.

The **Harm Reduction Coordinating Committee** is comprised of 15 to 20 individuals and has created a three-phase implementation plan for the WRIDS harm-reduction related recommendations. The plan prioritizes three recommendations for implementation over the next three years:

- Improving harm reduction programs and services

- Increasing public awareness of substance use, risk factors, stigmatization and available programs and services
- Develop and implement a harm reduction-specific strategy for the health care sector

Beginning in January/February 2015 newly established working groups will develop and implement action plans for each recommendation.

Refer to Report PH-14-029 for a full update on harm reduction planning, programs, and services in Waterloo Region.

The **Prevention Coordinating Committee** hosted a community forum for priority setting. Work is in the early stages of development and an update is anticipated for later in 2015.

The **Recovery and Rehabilitation Coordinating Committee** representatives hosted a well-attended and diverse community forum in 2014 and committee work is in progress.

The **Enforcement and Justice Coordinating Committee** has not been established at this time.

4.0 Challenges

The de-listing of OxyContin by the Ministry of Health and Long Term Care in February 2012 was not anticipated as a policy change and caught health care, social service and law enforcement professionals in Ontario off-guard and largely unprepared. The WRCPC continues to work with local partners and others in the Province to mitigate the negative outcomes of this policy and advance measures consistent with several recommendations in the WRIDS.

The WRIDS implementation is likely to continue to operate in a tension between planned and unanticipated developments of this nature. The WRCPC is committed to supporting the implementation and monitoring of the 99 recommendations within the WRIDS as well as responding to current trends and issues that affect substance use and its connection to community health and safety.

Corporate Strategic Plan:

Fostering Healthy, Safe, Inclusive and Caring Communities: Enhance Community Safety and Crime Prevention

Financial Implications:

The WRCPC has received in-kind and limited financial resources to undertake the

activities noted above, including support from Service Canada, the Ontario Harm Reduction Distribution Program, Stonehenge Therapeutic Community, and organizations from within the local community. The recent Trillium grant provides \$75,000 per year through to 2018 and will be administered through KDCHC.

The continued support of Waterloo Region Public Health is a critical resource for the implementation of WRIDS recommendations. Similarly, community agencies continue to play a significant role in the reduction and prevention of problematic substance use.

Other Department Consultations/Concurrence:

The recommendations contained with the WRIDS align with other Regional departments and divisions including Social Services, Public Health and Waterloo Region Police Services. Waterloo Region Public Health is committed to supporting the WRIDS as identified in the Regional Corporate Strategic Plan.

Attachments:

Nil

Prepared By: Michael Parkinson, Community Engagement Coordinator, WRPCPC

Approved By: Christiane Sadeler, Executive Director, WRPCPC



Report: PHE-IDS-15-01

Region of Waterloo
Public Health and Emergency Services
Infectious Diseases, Dental and Sexual Health

To: Chair Geoff Lorentz and Members of the Community Services Committee

Date: January 13, 2015

File Code: P14-30

Subject: Immunization of School Pupils Act — Enforcement for the 2014-2015 School Year

Recommendation:

That the Board of Health approve the following changes for the Immunization of School Pupils Act Enforcement for the 2014-2015 School Year:

- Region of Waterloo Public Health will issue notification letters to students/parents of students who are not up-to-date for mandatory immunizations in Ontario's publicly funded immunization schedule, or do not have a valid exemption on file
- Region of Waterloo Public Health will not suspend students who fail to follow-up on the notification letter during the 2014-2015 school year, and will resume suspensions in 2015-2016.

Summary:

Through the Immunization of School Pupils Act, the Ministry of Health and Long-Term Care requires that all children attending school between ages four to 17 be immunized for mandatory immunizations in Ontario's publicly funded immunization schedule. The purpose of enforcing the Immunization of School Pupils Act is to ensure high immunization rates, to prevent outbreaks of vaccine-preventable illnesses.

Students and/or parents of students (ages four to 17) are required to provide up-to-date immunization records to Public Health. They are encouraged to report these to Public Health each time their child is immunized, so that the records can be kept continually up-to-date. Individuals who are medically unable to be immunized or are opposed to immunization for religious/conscience beliefs, must have an exemption notice completed by the required official, and submit it to Public Health.

Under the Vaccine Preventable Diseases Standard and Immunization Management Protocol (2013) in the Ontario Public Health Standards, each health unit is required to enforce the Immunization of School Pupils Act by assessing and maintaining immunization records of school pupils (students) each school year. Region of Waterloo Public Health has enforced this legislation for over a decade.

In the past year there were two significant changes in the Vaccine Preventable Diseases Program that will impact enforcement of the Immunization of School Pupils Act in the 2014-2015 school year:

- The addition of three immunizations (meningococcal disease, pertussis, varicella) to the Immunization of School Pupils Act
- The introduction of Panorama, a new provincial electronic information system

Both changes result in significant challenges for Immunization of School Pupils Act enforcement for the 2014-2015 school year. The main short term challenge is duplicate records, which would result in frustration for parents and staff while attempting to enforce the Act for the 2014-15 year. Given the implementation challenges, it is recommended that Region of Waterloo Public Health modify its Immunization of School Pupils Act Enforcement Process only for the 2014-2015 school year by issuing notification letters to students and parents of students whose immunization records are not up-to-date for the required/mandatory immunizations. Students or parents would be given four to six weeks to be immunized or submit a record of immunization to Public Health. This is standard practice each year. However, for 2015, it is recommended students not be suspended from school at the end of the notification period. Not suspending in 2015 would:

- Prevent students from being inadvertently or incorrectly being suspended from school
- Provide additional time for students and parents to adjust to the recent changes to the ISPA and become compliant with the legislation
- Provide additional time to resolve Region of Waterloo Public Health-specific duplicates in Panorama (the new provincial electronic information system)
- Allow Region of Waterloo Public Health to develop a new business process for Immunization of School Pupils Act enforcement given the recent legislation change and Panorama implementation; the process will work to minimize impact for students and parents.

The suspension process will resume in subsequent years. Students who did not comply with the notification letter this school year and who are still not up-to-date in subsequent years will be suspended.

A report on Immunization of School Pupils Act enforcement processes for subsequent years (2015-2016 school year and beyond) will be sent to the Board of Health in late Spring/Summer 2015.

Report:**Background**

In order to ensure students are receiving important immunizations to protect their health, and the health of the community, the Ministry of Health and Long-Term Care enacted the Immunization of School Pupils Act. The Act requires that all children attending school between ages four to 17 need to be immunized for several immunizations in Ontario's publicly funded immunization schedule.

Students and/or parents of students (ages four to 17) are required to provide up-to-date immunization records to Public Health. They are encouraged to report to Public Health each time their child is immunized, so that the records can be kept continually up-to-date. Individuals who are medically unable to be immunized or are opposed to immunization for religious/conscience beliefs, must have an exemption notice completed by the required official, and submit it to Public Health.

Under the Vaccine Preventable Diseases Standard and Immunization Management Protocol (2013) in the Ontario Public Health Standards, each health unit is required to enforce the Immunization of School Pupils Act by assessing and maintaining immunization records of school pupils (students) each school year.

As part of the assessment process, Region of Waterloo Public Health will determine which students have not submitted a record of immunization or valid exemption for the mandatory immunizations in Ontario's publicly funded schedule. Notification letters outlining the missing immunizations or records of immunization will be sent to each student/parent. Students or parents of students who do not follow-up with Public Health on the notification letter are suspended from school.

Region of Waterloo Public Health has enforced this legislation for over a decade, and reports are typically provided to Community Services Committee each enforcement period (refer to Reports PH-14-012, PH-13-007, Memo [February 28, 2012 CSC]).

Challenges with Immunization of School Pupils Act Enforcement for the 2014-2015 School Year

In the past year there were two significant changes in the Vaccine Preventable Diseases Program that will impact enforcement of the Immunization of School Pupils Act in the 2014-2015 school year:

- The addition of three immunizations (meningococcal disease, pertussis, varicella) to the Immunization of School Pupils Act, making these required vaccines for students as of July 1, 2014; and,
- The introduction of Panorama, a pan-Canadian electronic information system for the surveillance and management of infectious diseases, immunizations against

those diseases and management of vaccine inventories. The Ministry of Health and Long-Term Care initiated Panorama implementation with the Immunization module; Region of Waterloo Public Health starting using the system on July 14, 2014.

The addition of the three mandatory immunizations to the Immunization of School Pupils Act is a positive development as it will provide individuals and the community greater with protection against those diseases. However, there are also challenges with this associated change as it relates to enforcement of the Immunization of School Pupils Act for the 2014-2015 school year:

- It will take the community time to understand these vaccines are now required
- While Region of Waterloo Public Health has undertaken several steps (posters in physician offices, media communication, notices to parents/homes) to inform the public of these changes, most will likely find out during the annual enforcement process
- Enforcing these new required immunizations this school year will result in thousands of notification letters being sent to students/parents

Anticipated since 2009, Panorama provides all health units with more accurate and up-to-date information. Its functionality also addresses some of the recommendations listed in the Region's Immunization of School Pupils Act Program Review (Refer to Report CA-08-002/PH08-011). However, its implementation (as of July 14, 2014) also results in challenges for this school year:

- Panorama combined 35 separate immunization databases (one for each health unit¹) into the new provincial system; as a result, there are a number of duplicate records² in the system that require resolution
 - As of December 17, 2014, it is estimated there are potentially over 500,000 duplicates in Panorama provincially
 - Region of Waterloo Public Health is currently listed as the primary health unit responsible for resolving over 12,500 of those
 - While Public Health initiated work on duplicate resolution it is estimated it will take at least eight months, and additional resources, to resolve those records.
 - If Region of Waterloo Public Health were to proceed with enforcement of the Immunization of School Pupils Act in 2015, the health unit could inadvertently and/or incorrectly suspend students from school.

Finally, Panorama allows for greater documentation; particularly in regards to personal communication with students and parents. While beneficial, this is also increasing the

1 One remaining health unit is scheduled to implement Panorama in 2015.

2 Duplicate records are manually resolved by staff (one-by-one).

amount of time it is taking staff to process phone calls and document immunization records, which could result in service delays until further system efficiencies are found.

Students or parents can submit immunization records:

- Online at <https://e-immunization.regionofwaterloo.ca/>
- By fax (519-885-7260)
- In-person at our Cambridge or Waterloo offices
- By phoning 519-575-4400, ext. 13009

In order to prevent service delays during the transition period, both our online and fax options will be featured prominently.

Proposed Immunization of School Pupils Act Enforcement Process for the 2014-2015 School Year

Given the challenges listed above, it is recommended that Region of Waterloo Public Health modify its Immunization of School Pupils Act Enforcement Process only for the 2014-2015 school year by issuing notification letters to students and parents of students whose immunization records are not up-to-date. Students or parents would be given four to six weeks to be immunized or submit a record of immunization to Public Health. This is standard practice each year. However, for 2015, it is recommended students not be suspended from school at the end of the notification period. Not suspending in 2015 would:

- Prevent students from being inadvertently or incorrectly being suspended from school
- Provide additional time for students and parents to adjust to the recent changes to the ISPA and become compliant with the legislation
- Provide additional time to resolve Region of Waterloo Public Health-specific duplicates in Panorama
- Allow Region of Waterloo Public Health to develop a new business process for enforcement of the Immunization of School Pupils Act, given the recent legislation change and Panorama implementation; the process will work to minimize impact for students and parents and be implemented in the 2015-2016 school year

The suspension process would resume in subsequent years. Students who did not comply with the notification letter and who are still not up-to-date by then would be suspended.

Other jurisdictions in the province are also modifying their enforcement processes and delaying suspension until next year.

Proposed Next Steps

If approved, the following next steps/timelines in the process would be as follows:

Task	Timeline (Estimated)
Notification letters for elementary school students mailed home	Week of February 23
Immunization records of elementary school students due to Public Health	March 25
Notification letters for secondary school students mailed home	Week of April 20
Immunization records of secondary school students due to Public Health	May 22

A report on Immunization of School Pupils Act enforcement processes in subsequent years will be sent to the Board of Health in late Spring/Summer 2015.

Ontario Public Health Standards:

Under the Health Protection and Promotion Act, Region of Waterloo Council serves as Waterloo Region's Board of Health. Boards of Health are expected to adhere to the Ontario Public Health Standards, which outline the expectations for providing public health programs and services. This report relates to two requirements in the Vaccine Preventable Diseases Standard:

- Requirement #1: The board of health shall assess, maintain records and report, where applicable, on:
 - The immunization status of children attending schools in accordance with the Immunization of School Pupils Act; and
- Requirement #13: The board of health shall comply with the Immunization Management Protocol, 2008 (or as current), that specifies the process for the assessment of the immunization status of children... and the enforcement of the Immunization of School Pupils Act.

Corporate Strategic Plan:

The annual suspension process relates to strategic focus area #4 (Healthy and Inclusive Communities).

Financial Implications:

Immunization of School Pupils Act enforcement activities are carried out using existing resources in Region of Waterloo Public Health's cost-shared base budget which is funded 75% by the provincial Ministry of Health & Long Term Care and 25% by the local tax levy.

Region of Waterloo Public Health received notification in November 2014 that it was being provided funding in the amount of \$211,713 for Panorama implementation for the provincial fiscal year (April 1, 2014 and March 31, 2015). A portion of those funds will be used to hire additional temporary staff to resolve Panorama duplicates.

Other Department Consultations/Concurrence:

Nil

Attachments

Nil

Prepared By: **Chris Harold**, Manager, Information and Planning (IDDSH)
Linda Black, Manager, Vaccine Preventable Diseases

Approved By: **Dr. Liana Nolan**, Commissioner/Medical Officer of Health

Council Enquires and Requests for Information				
Community Services Committee				
Meeting date	Requestor	Request	Assigned Department	Anticipated Response Date