



Media Release: Friday, September 9, 2016, 4:30 p.m.

Regional Municipality of Waterloo

Community Services Committee

Agenda

Tuesday, September 13, 2016

9:30 a.m. (Time approximate, immediately following Closed Session)

Regional Council Chamber

150 Frederick Street, Kitchener, Ontario

1. Motion to go into Closed Session

That a closed meeting of the Community Services, Administration and Finance, and Planning and Works Committees be held on Tuesday, September 13, 2016 at 9:00 a.m. in the Waterloo County Room in accordance with Section 239 of the Municipal Act, 2001, for the purposes of considering the following subject matters:

- a) proposed or pending litigation and receiving of advice subject to solicitor-client privilege related to a contract
- b) proposed or pending litigation and receiving of advice subject to solicitor-client privilege related to a matter before an administrative tribunal
- c) personal matters regarding identifiable individuals pertaining to appointments
- d) receiving of advice subject to solicitor-client privilege related to an agreement

2. Motion to Reconvene Into Open Session

3. Declarations of Pecuniary Interest under the Municipal Conflict of Interest Act

4. Delegations

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

- 6.1** **CSD-HOU-16-11**, Ontario Renovates – Update and Program Enhancements 5

Recommendation:

That the Regional Municipality of Waterloo, effective September 22, 2016, approve the addition of Secondary Suites and eligible supportive housing providers, as outlined in CSD-HOU-16-11, dated September 13, 2016, to the Ontario Renovates Program.

- 6.2** **CSD-HOU-16-12**, Proposed Appeal Procedure for Service Manager Decisions 9

Recommendation:

That the Regional Municipality of Waterloo endorses the Association of Municipalities of Ontario's (AMO) position opposing the proposed regulatory changes under the Housing Services Act, 2011, regarding certain Service Manager decisions for review as requested by housing providers, as described in report CSD-HOU-16-12, dated September 13, 2016, and that a copy of this report be forwarded to AMO, the Ontario Municipal Social Services Association, and the Ministry of Housing.

- 6.3** **CSD-CHS-16-25**, Changes to the Child Care & Early Years Act, 2014 Impacting Children's Services- Authorized Recreation and Skill Building Programs 15

Recommendation:

That the Regional Municipality of Waterloo as the Service System Manager, take no action at this time, neither to approve Authorized Recreation and Skill Building programs nor to enter into any service agreements with such programs as described in Report CSD-CHS-16-25, dated September 13, 2016

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| 6.4 | CSD-CHS-16-27 , Ontario Early Years Policy Framework Final Implementation Phase | 18 |
| | Recommendation:
That the Regional Municipality of Waterloo approve the addition of 1.0 full time equivalent as of January 1, 2017 for a data analyst position at an annual cost of \$107,950 to be funded by provincial grants as outlined in CSD-CHS-16-27 dated September 13, 2016. | |
| 6.5 | CSD-EIS-16-11 , Overview of Ontario Works Mandatory and Discretionary Benefits (Information) | 33 |
| 6.6 | CSD-EIS-16-13 , Ontario Works Caseload: July 2016 (Information) | 42 |
| 6.7 | CSD-CHS-16-24 , Children’s Planning Table Annual Summary (Information) | 44 |
| 6.8 | PHE-16-03 , Infectious Diseases in Waterloo Region: Surveillance Report 2015 (Information) | 51 |
| 6.9 | PDL-CUL-16-09 , Doors Open Waterloo Region - Saturday September 17, 2016 (Information) | 58 |

Regular Agenda Resumes

7. Reports – Planning, Development and Legislative Services

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| 7.1 | PDL-CUL-16-10 , Possible Expansion to Region of Waterloo Curatorial Centre | 62 |
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Recommendation:

That the Regional Municipality of Waterloo provide pre-budget approval of Capital Project 42046 – Curatorial Centre Storage Expansion in the amount of up to \$11.15 million, in order to support the grant application made to the Canada Cultural Spaces Fund, as set out in Reports PDL-CUL-16-10, dated September 13, 2016 and PDL-CUL-16-02 dated February 24, 2016 and that the foregoing is subject to the amount of the awarded grant being satisfactory to Regional Council;

And that Canada Cultural Spaces Fund, Department of Canadian Heritage be advised of this commitment.

8. Information/Correspondence

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| 8.1 | Council Enquiries and Requests for Information Tracking List | 65 |
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9. Other Business

10. Next Meeting – October 4, 2016

11. Adjourn



Report: CSD-HOU-16-11

Region of Waterloo
Community Services
Housing Services

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

Date: September 13, 2016 **File Code:** D26-07

Subject: Ontario Renovates – Update and Program Enhancements

Recommendation:

That the Regional Municipality of Waterloo, effective September 22, 2016, approve the addition of Secondary Suites and eligible supportive housing providers, as outlined in CSD-HOU-16-11, dated September 13, 2016, to the Ontario Renovates Program.

Summary:

The Region has been delivering the Ontario Renovates Program since 2012 and has assisted 168 low income households with much needed repairs and accessibility modifications to allow them to remain in their homes. After four years of program delivery, staff is recommending enhancing the Ontario Renovates program to meet additional needs by including affordable secondary suites and eligible supportive housing that are under a supportive housing operating agreement with the Region.

Report:

The Region of Waterloo began delivering two of four eligible sections of Ontario Renovates in 2012 after Canada Mortgage and Housing Corporation (CMHC) ended its suite of rehabilitation programs including the Residential Rehabilitation Assistance Program (RRAP). Ontario Renovates is one of the components Service Managers may choose to deliver under the Investment in Affordable Housing for Ontario (IAH) program, funded by the federal and provincial governments.

The two initial Ontario Renovate sections were to assist low income home owners with home repairs, and to provide accessibility modifications to allow low income home owners to remain in their homes. Ontario Renovates provides up to \$25,000 as a 10

year forgivable loan, and a mortgage is registered for loans over \$15,000.

Since 2012, low income residents in Waterloo Region have benefited greatly from Ontario Renovates which has assisted 168 households with \$1.975 million in funding for repairs and accessibility modification to enable them to remain in their home. The Regional Council approved IAH Program Delivery and Fiscal Plan for 2014-2019 has allocated \$350,000 for the past year (2015/16) and \$450,000 per year for the current and subsequent three years for Ontario Renovates (2016/19).

Available funding from IAH as per Program Delivery and Fiscal Plan 2014-2019

Program Component	Year 1 2014-15	Year 2 2015-16	Year 3 2016-17	Year 4 2017-18	Year 5 2018-19	Year 6 2019-20	Total
Ontario Renovates (Capital)		\$350,000	\$450,000	\$450,000	\$450,000	\$450,000	\$2,150,000

The Region's Affordable Housing Strategy 2014-2019 (AHS) continues to have the need for affordable housing for the lowest income households and supportive housing as key priorities while expanding the strategy to include retaining and repairing existing affordable housing. The AHS also identified expanding the Ontario Renovates program to further address affordable housing needs in the community.

Staff recommends that the Ontario Renovates program be expanded to include funding for secondary suites and to fund accessibility modifications in eligible Regionally-funded supportive housing units.

Secondary Suites

A secondary suite, also referred to as an accessory unit, basement apartment, in-law flat or garden suite, is a self-contained unit within a dwelling or accessory to the dwelling (such as a stand-alone building or above a detached garage).

The Strong Communities through Affordable Housing Act, 2011 amended various sections of the Planning Act to facilitate the creation of second units as a means to help increase the supply of affordable housing options. Secondary suites also provide home owners the opportunity to earn additional income, accommodate multi-generational families and live-in caregivers and to add to the range and mix of housing options in a community.

Staff recommends expanding Ontario Renovates to include secondary suites. The recommended maximum amount is \$25,000. The applicant would need to meet the following eligibility criteria:

- the subject home must remain owner-occupied for the 15 year term of the forgivable loan;
- the assessed value of the home must be at or below the Provincial maximum (currently \$360,500);
- the maximum rent for the unit must be at or below 80 percent of the current CMHC Average Market Rent;
- the tenant household income must be below the thresholds established for the current Ontario Renovates program; and
- the home owner must provide a building permit or other confirmation from the respective area municipality that the secondary suite is permitted and an occupancy permit upon completion.

Affordable and Supportive Rental Housing

Ontario Renovates can also provide funding for repairs to certain affordable rental buildings. Prescribed community housing providers are not eligible for Ontario Renovates for repairs, since they have access to their reserve fund and periodic senior government programs such as the recent Social Housing Improvement Programs (SHIP). Affordable rental housing developed under the Region's Affordable Housing Strategy is also not eligible for Ontario Renovates as they already received capital contributions under the Affordable Housing Program or current IAH program. Most of the supportive housing providers in receipt of Community Homelessness Prevention Initiative (CHPI) operating funding in the Region have also benefited from these programs to address capital needs. There are other CHPI supportive housing providers that do not have access to government funds to assist with capital repairs and would be eligible for Ontario Renovates.

Staff recommends that Ontario Renovates be enhanced to include eligible CHPI supportive housing providers with a limit of \$12,500 per bed or unit, as applicable. Eligible CHPI providers have between 9 and 45 beds or units. Providers would be required to enter into a 15 year forgivable loan agreement and ensure that the rents remain at or below 80 percent of the current CMHC Average Market Rent and ensure the tenants income remains below the thresholds established for the current Ontario Renovates program.

Corporate Strategic Plan:

This report is consistent with the Region's 2015 – 2018 Corporate Strategic Plan, Focus Area 4: Healthy, Safe and Inclusive Communities; and specifically, Strategic Objective 4.3 Increase the supply and range of affordable and supportive housing options.

Financial Implications:

The Ontario Renovates capital program expenditure is fully funded under the

Investment in Affordable Housing for Ontario (IAH) program, funded by the federal and provincial governments and does not require a Regional contribution. Additional work from the program enhancements can be accommodated through the current staffing complement.

Other Department Consultations/Concurrence:

Staff from Treasury Services has been consulted in the preparation of this report.

Attachments

Nil

Prepared By: Jeffrey Schumacher, Supervisor, Housing Supply Initiatives

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



Report: CSD-HOU-16-12

Region of Waterloo
Community Services
Housing Services

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

Date: September 13, 2016 **File Code:** S13-30

Subject: **Proposed Appeal Procedure for Service Manager Decisions**

Recommendation:

That the Regional Municipality of Waterloo endorses the Association of Municipalities of Ontario's (AMO) position opposing the proposed regulatory changes under the Housing Services Act, 2011, regarding certain Service Manager decisions for review as requested by housing providers, as described in report CSD-HOU-16-12, dated September 13, 2016, and that a copy of this report be forwarded to AMO, the Ontario Municipal Social Services Association, and the Ministry of Housing.

Summary:

The Province has announced that it intends to implement regulations under the Housing Services Act, 2011 (HSA) that will require the Region, as the Service Manager for housing, to create a process for community housing providers to appeal certain Regional decisions. The Association of Municipalities of Ontario (AMO) and Service Managers of housing across Ontario oppose regulation in this area as it is neither appropriate nor necessary. This report provides information about the appeal procedure and seeks Council's endorsement of the AMO position. A copy of AMO's May 25, 2016 letter to the Minister of Municipal Affairs and Housing is appended to this memorandum as Attachment 1.

Report:

The HSA currently includes provisions that require Service Managers to establish appeal processes for tenants and applicants who disagree with community housing provider and waiting list system decisions. The existing HSA regulations set out the requirements for the appeal process for applicants and tenants. The Region

established the Community Housing Review System in 2013 to meet these requirements. The HSA also includes a provision requiring each Service Manager to establish a process for the community housing providers to appeal certain Service Manager decisions (Section 157), but it did not include any regulations at the time to specify how this should be done.

On July 1, 2016 the Province introduced proposed regulatory changes to require a Service Manager Review system for housing providers to be effective January 1, 2017. The new regulation is:

Note: On January 1, 2017, section 138 of the Regulation is amended by adding the following paragraph: (See: O. Reg. 150/16, s. 5)

With respect to a review under 157 of the Act, the rules included in the system must provide that,

- i. the service manager shall appoint, as the review body, an individual that the service manager and the housing provider select jointly or, if they cannot agree, a single individual from a list of individuals whom the Minister identifies, and
- ii. the service manager and the housing provider shall share equally the cost of remunerating the review body for conducting the review.

According to the HSA, the Service Manager decisions that are subject to this review system include the decision to enforce any of the remedies available to the Service Manager after the Service Manager has declared a housing provider in a 'trigger event' and has failed to meet operating standards. The remedies considered 'reviewable' include the amount of Regional subsidy a provider should receive and decisions related to interventions in the operations of housing provider in difficulty, such as occurred when the Region intervened with a local housing co-operative, Sand Hills. The Region will be required to create a review system that empowers a third party to review and potentially over turn these Council decisions.

The community housing funding formula is set out in the HSA and it includes a balanced accountability framework that ensures housing providers are treated fairly if a Service Manager needs to intervene in their operations. The HSA narrowly defines the circumstances where a Service Manager's intervention is permitted and requires that the remedies applied, such as appointment of directors to the Board or appointment of a receiver, be appropriate to the situation. The HSA includes procedural fairness provisions to ensure that housing providers have the opportunity to correct their operational issues before a remedy is implemented. Housing providers can appeal to the Ombudsman and they have the right to seek a judicial review of a Service Manager's decision made under the HSA. An additional appeal process will add unnecessary cost and delay effective administration of the social housing program.

Further, and more concerning, this provision has the potential to overturn Council decisions regarding remedies for housing providers declared in a “triggering event” due to failure to meet operating standards. In severe circumstances where remedial opportunities to rectify a housing provider's operations were not successful, Council approval is sought for more impactful remedies and to protect the housing provider's tenants. It is these circumstances that now will be subject to this additional review system, with the Service Manager decision being challenged. Financial impacts will vary depending on the type of appeal on the Service Manager's decision.

AMO's May 3, 2016 submission to the Province in response to proposed HSA regulatory changes notes that, with respect to housing provider appeals:

“AMO does not support further regulation in this area as it is neither appropriate nor necessary. In fact, we believe that Section 157 should be revoked from the Act...It is not appropriate as municipal Service Managers need the ability to manage their housing portfolios in a fiscally responsible manner to be accountable to municipal councils...It is not necessary as the Act already contains safeguards for housing providers with recourse to the courts and, with the Ombudsman...More importantly, as a matter of principle, it would undermine the authority of municipal councils and DSSAB Boards to make decisions, usurping their authority under the Municipal Act and the District Social Service Administration Boards Act.”

Corporate Strategic Plan:

This report is consistent with the Region's 2015 – 2018 Corporate Strategic Plan, Focus Area 4: Healthy, Safe and Inclusive Communities; and specifically, Strategic Objective 4.3 Increase the supply and range of affordable and supportive housing options.

Financial Implications:

The implementation of O.Reg. 367/11, s.138 regarding Appeal Procedures for Service Manager decisions will result in additional financial costs to the Region's Housing programs. Financial impacts will vary depending on the type of appeal on the Service Manager's decision.

Other Department Consultations/Concurrence:

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

Attachments

1 – Copy of AMO's May 25, 2016 letter to the Minister of Municipal Affairs and Housing

Prepared By: Jennifer Murdoch-Martin, Manager, Housing Programs

Deb Schlichter, Director, Housing Services

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

**Attachment 1**

Office of the President

Sent via e-mail: Minister.MAH@ontario.ca

May 25, 2016

The Honourable Ted McMeekin
Minister of Municipal Affairs and Housing
College Park
17th Floor
777 Bay Street
Toronto, ON M5G2E5

Dear Minister McMeekin:

I am writing as a follow-up to AMO's submission on the proposed regulatory changes under the *Housing Services Act, 2011*. Specifically, I am writing to emphasize our very serious concerns with the proposal to prescribe in regulation certain Service Manager decisions for reviews as requested by housing providers under Section 157 of the Act.

As stated strongly in our submission, AMO does not support further regulation in this area as it is not appropriate or necessary. In fact, we believe that Section 157 should be revoked from the Act. It is neither appropriate or necessary.

It is not appropriate as municipal Service System Managers need the ability to manage their housing portfolios in a fiscally responsible manner to be accountable to municipal councils and District Social Service Administration Boards, and to safeguard the existing housing units available in the system. Most importantly, as a matter of principle, it will serve to undermine the authority of municipal Councils and DSSAB Boards to make decisions, usurping their authority under the *Municipal Act* and the *District Social Services Administration Boards Act*.

It is not necessary as the Act already contains safeguards for housing providers with recourse to the courts, and with the Ontario Ombudsman. It could potentially involve a fiscal impact to municipal governments in cases where appeals are successful as Service System Managers hold the contingent liability with respect to the housing provider's obligations. An outside body should not determine that a Service Manager must consent to actions that might place it at risk.

Further, deliberation of this change at this point in time is premature. If not willing to revoke the section from the Act, the Ministry should at least defer a decision on further regulation as it is pre-empting its own legislatively mandated review of enforcement provisions (sections 82-99) under Section 100 of the Act scheduled for January 1, 2017.

2

Such a review should consider how successfully the enforcement provisions in the Act balance the powers of the Service System Manager to effectively administer the housing programs in its service areas, with the authority of the housing provider to manage its properties and, whether additional review provisions are warranted.

I am available to speak with you further on this matter.

Yours truly,



Gary McNamara
AMO President

cc: Laurie LeBlanc, Deputy Minister, Ministry of Municipal Affairs and Housing
Janet Hope, Assistant Deputy Minister, Ministry of Municipal Affairs and
Housing, Housing Division
Iain Angus, Chair, Northern Ontario Service Deliverers Association
Keith Palmer, President, Ontario Municipal Social Service Association
Douglas Bartholomew-Saunders, Chair, Urban Commissioners



Report: CSD-CHS-16-25

Region of Waterloo
Community Services
Children's Services

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

Date: September 13, 2016 **File Code:** S15-20(A)

Subject: **Changes to the Child Care & Early Years Act, 2014 Impacting Children's Services- Authorized Recreation and Skill Building Programs**

Recommendation:

That the Regional Municipality of Waterloo as the Service System Manager, take no action at this time, neither to approve Authorized Recreation and Skill Building programs nor to enter into any service agreements with such programs as described in Report CSD-CHS-16-25, dated September 13, 2016

Summary:

Nil

Report:

1.0 Background

The Child Care and Early Years Act, 2014 (CCEYA), came into effect August 31, 2015, replacing the former Day Nurseries Act. On May 9, 2016, the Ministry filed an amended regulation under the CCEYA with the Ontario Registrar: O. Reg 137/15. Starting July 1, 2016, the amendments begin to come into effect at varying effective dates.

A section of the regulation that came into effect in 2016 relates to programs that have, until now, operated outside of any legislative framework. This change relates to programs that fall under skill-based sports and recreation and which offer programs for children over the age of 6 years for periods of time. Activities which involve specific types of lessons such as swimming, or team sports or club activities such as Girl Guides are still exempt.

Programs where the primary purpose is to provide child care or where the program operates on a regular basis for an extended period of time now fall into the category of “authorized recreation and skill building programs”. The Province will determine if the primary purpose of a program is recreation or child care and require programs to comply accordingly.

Under CCEYA, an Authorized Recreation and Skill Building program can provide service to children age 6 and older and will not require a license if it meets criteria set out in the Regulation:

- Effective August 29, 2016, programs may operate for up to 3 hours per day if the program is,
 - Operated by a school board, First Nation, the Métis Nation of Ontario, or a municipality;
 - Operated by the YMCA or Boys and Girls Club of Canada
 - An Ontario After School Program funded by Ministry of Tourism, Culture and Sport (MTCS);
 - A member of a provincial multi-sports organization;
 - An agency or attraction of the Ministry of Tourism, Tourism, Culture and Sport;
 - Authorized by the local service system manager or First Nation provided that the program supports the health, safety, and well-being of children.
- Effective September 1, 2017, the above programs must also meet provisions in the Act in order to continue to be exempt from licensing. These include programs not operated in a person’s home or programs whose purpose is to “promote recreational, artistic, musical or athletic skills or to provide religious, cultural or linguistic instructions.”

As stated in O. Reg 137/15, the Region, as the service system manager, will have the ability to authorize Recreation and Skill Building programs and to enter into purchase of service agreements with the operator. There are a number of concerns related to this change related to oversight and liability. At the present time it appears that the Province has devolved oversight related to compliance, operating standards and quality assurance for these types of programs to the system manager.

This role expansion for the system manager poses some significant legal and risk management issues due to the level of oversight that would be required. In addition, given the absence of any Provincial funding commitment related to this role expansion staff are recommending no action be taken to extend services nor authorize these programs until a comprehensive approach can be developed. The Province has indicated that there will be a transition period from August 29, 2016 to September 1, 2017, to develop guidelines for local service system managers for this purpose.

In addition to the related risk of providing oversight to these programs, there would be

increased financial pressure related to staff resources and the fee subsidy budget.

Corporate Strategic Plan:

This report aligns with the Region's 2015-2018 Corporate Strategic Plan, Focus Area 4: Healthy, Safe and Inclusive Communities; Strategic Objective 4.1 Support early learning and child development.

Financial Implications:

Expansion of this scope of responsibility for the Region as the Service Manager is likely to have significant financial impact. To provide any type of oversight would require additional staff resources and increased funding to accommodate demand for fee subsidies. The current fee subsidy budget is utilized to provide financial assistance to eligible families whose children attend licensed early learning and child care programs and before and after school programs.

Other Department Consultations/Concurrence:

Finance and Legal services have been consulted on this report.

Attachments

Nil

Prepared By: Sheri Phillips, Manager, Early Years Funding Administration

Nancy Dickieson, Director, Children's Services

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



Report: CSD-CHS-16-27

Region of Waterloo
Community Services
Children's Services

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

Date: September 13, 2016 **File Code:** S04-20

Subject: Ontario Early Years Policy Framework Final Implementation Phase

Recommendation:

That the Regional Municipality of Waterloo approve the addition of 1.0 full time equivalent as of January 1, 2017 for a data analyst position at an annual cost of \$107,950 to be funded by provincial grants as outlined in CSD-CHS-16-27 dated September 13, 2016.

Summary:

This report provides an overview of the next and final phase of the Ontario Early Years Policy Framework and outlines the new role and planning responsibility that will rest with Children's Services as the Consolidated Municipal Service Manager for Waterloo Region. The work will involve a community engagement process that will include potential consolidation and service coordination among early years services providers. The goal is to have a plan in place for the development and activation of Ontario Early Years Child & Family Centres by the end of 2017.

Report:

Background:

In February 2016, the Province announced the implementation of the fourth step in the Ontario Early Years Policy Framework. The intent in this phase is to establish a provincial approach to child and family programs. This involves integrating and transforming current programs for parents, caregivers and young children (ages 0-6). "All existing child and family programs funded by the Ministry of Education will be combined into one program model and services will be provided through local Ontario

Early Years Child and Family Centres (OEYC&FC).”

At the present time the Ministry of Education provides \$97 Million to fund four programs, which provide a range of services to families with children in the early years. These programs are:

- Ontario Early Years Centres
- Parenting and Family Literacy Centres
- Child Care Resource Centres
- Better Beginnings Better Futures

Consolidated Municipal Service Manager Role Oversight & Planning

In the announcement, the Province outlines a plan for transformation and integration of these services. In addition, the Province acknowledges the key role Consolidated Municipal Service Managers (CMSMs) will play in this transformation. The Province has established that CMSMs with their expertise in local early years service planning will lead the transformation process for the development of OEYC&FC's. A partial transfer of funding and responsibility from the Province will occur in the 2017 Provincial budget allocation. It is anticipated this funding change will relate to administration costs and funding related to the data analysis role. In addition the Province is working on a new funding formula for child and family support programs that will be implemented in 2018. At this time it is uncertain how the new funding formula may impact the funds that will be provided to the Region of Waterloo. This new funding formula will be somewhat similar to the formula that was developed for early learning and child care funding in 2011.

The Province has also acknowledged that several roles and functions that were previously related to the above programs have been identified as key in supporting the community planning process. In an announcement dated April 11, 2016 the Province informed all CMSM's of the pending transfer of funding for the Data Analysis Coordinator (DAC) services. DAC's are community based research, evaluation and planning experts which have historically been linked to child and family funded programs. This announcement will allow for the Region of Waterloo to transition this function to Children's Services and fully utilize the position for ongoing early years system planning. Once the 2017 Provincial funding allocation for this new responsibility is confirmed (likely in December 2016) a staff report will provide an update and propose a plan of action.

In addition, in a memo dated, July 25, 2016 the Province provided more detailed information on:

- OEYCFC Planning Guidelines for Service System Managers;
- Data Analysis Service Expectations for 2017;

- Child and Family Program Data for CMSMs/DSSABs; and,
- Transfer of responsibility for Early Literacy Specialists.

OEYCFC Planning Guidelines

Starting this fall Children's Services will engage with the early years service provider system to begin a planning process. The planning guidelines provide flexibility to engage in a community process that best fits with local processes. This fall a local needs assessment, asset mapping and inventory of services will be completed. A community engagement process will unfold to ensure that the framework and initial plans for OEYCFC is completed by spring 2017.

The Children's Planning Table will be utilized as the over arching guiding body for gathering input, guidance and oversight of the planning process for this community. It is anticipated that during 2017 a draft plan of action will be developed and submitted to Council and the Province for approval.

OEYCFC Outcome Framework

To support the implementation of OEYC&FC's, the province is developing a comprehensive OEYCFC Outcome Framework. This framework is intended to support CMSMs/DSSABs to better understand and measure the impact that OEYCFC core services have in improving outcomes for children and families. The framework will measure both population and program outcomes. Additional details of the framework are anticipated for later this fall.

Timelines

The province will continue to work closely with CMSMs/DSSABs as well as other key partners including school boards and service providers to support system planning and community engagement. A phased planning approach is included in the *OEYCFC Planning Guidelines for Service System Managers* to mitigate potential service disruptions. Key implementation dates to be aware of include:

- Launch of local needs assessment (August 2016);
- Release of new OEYCFC funding approach and allocations to the Region (Early 2017);
- Submission of needs assessment summaries and initial plans for OEYC&FC's (May 2017); and,
- Implementation of OEYCFC funding approach (January 2018).

Goals

The Ministry's proposed plan to transform child and family programs is an attempt to create an increasingly integrated and cohesive system of services and supports. The

following are key goals for parents and caregivers, children, and service providers.

Parents and Caregivers

- Parents and caregivers have access to high quality services that support them in their role as children's first teachers, enhance their well-being, and enrich their knowledge about early learning and development.
- Parents and caregivers have opportunities to strengthen their relationships with their children.
- Parents and caregivers are provided with timely, relevant and up to date information about community and specialized services.

Children

- Children have access to play and inquiry-based learning opportunities and experience positive developmental health and well-being.
- Francophone children and families have access to French language programs and gain enhanced knowledge about language and identity acquisition.
- Indigenous children and families have access to culturally responsive programming.

Service Providers

- Local service providers collaborate and integrate services to meet community needs in an efficient and accessible way.

Corporate Strategic Plan:

This report addresses the Region's Corporate Strategic Plan 2015-2018, Focus Area 4: Healthy, Safe and Inclusive Communities and Strategic Objective 4.1: (to) support early learning and development.

Financial Implications:

The Province has indicated that 10% administration funding as well as a funding allocation related to the data analysis function totalling \$107,950 will be provided in 100% Provincial funding for 2017 related to the data analysis position. This new funding will have specific requirements for use in planning related to the development of OEYCFC's and cannot be directed other purposes within licensed ELCC. It is anticipated greater detail on this new Provincial funding will be provided later this fall. If approved, the 2017 Children's Services Budget will include this position and the associated expenditures and Provincial funding.

Other Department Consultations/Concurrence:

The assistance of Human Resources & Citizen Service as well as Finance is required to manage the transition plans and funding analysis.

Attachments

Appendix A: Correspondence – Ministry of Education

- April 11, 2016, Data Analysis Coordinator Funding Transfer
- July 25, 2016, Ontario Early Years Child and Family Centres

Prepared By: **Tamara Kerr**, Social Planning Associate
Nancy Dickieson, Director, Children's Services

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

**Ministry of Education
Early Years Division**

Mowat Block, 24th floor
900 Bay St.
Queen's Park
Toronto ON M7A 1L2

**Ministère de l'Éducation
Division de la petite enfance**

Édifice Mowat, 24^e étage
900, rue Bay
Queen's Park
Toronto ON M7A 1L2

**Memorandum To:**

Chief Administrative Officers, CMSMs/DSSABs
General Managers/Commissioners, CMSMs/DSSABs
Children's Service Leads, CMSMs/DSSABs

From:

Shannon Fuller
Assistant Deputy Minister (A)
Early Years Division

Date:

July 25, 2016

Subject:

Ontario Early Years Child and Family Centres – Planning
Guidelines, Data Package and Early Literacy Specialists

On February 19, 2016, the Minister of Education announced the Ministry of Education's (the Ministry) provincial plan for moving forward with the integration and transformation of child and family programs to establish Ontario Early Years Child and Family Centres (OEYCFCs) by 2018.

This transformation will result in Ministry-funded child and family programs (Ontario Early Years Centres, Parenting and Family Literacy Centres, Better Beginning, Better Futures, and Child Care Resource Centres) becoming part of a cohesive system of services and supports guided by a provincial framework, a common identity and a new funding approach. OEYCFCs will be managed locally by Consolidated Municipal Service Managers (CMSMs) and District Social Service Administration Boards (DSSABs) as part of your existing responsibility for the service system management of child care and other human services. This transformation will help us achieve our shared goal of establishing increasingly integrated early years programs and services in Ontario.

The purpose of this memo is to provide key information that will inform the community planning process to be led by CMSMs/DSSABs. This information pertains to:

- New OEYCFC Planning Guidelines for Service System Managers;
- Data Analysis Service Expectations for 2017;
- Child and Family Program Data for CMSMs/DSSABs; and
- Transfer of Responsibility for Early Literacy Specialists.

New OEYCFC Planning Guidelines for Service System Managers

New planning guidelines have been developed to guide CMSMs/DSSABs in the planning, management and delivery of OEYCFC programs and services. The guidelines were informed by a broad range of partners including CMSMs/DSSABs, the Ontario Early Years Centres (OEYC) Provincial Network, Parenting and Family Literacy Centre Managers, the Better Beginnings Better Futures Network, Family Supports Institute of Ontario, the Northern Ontario Service Deliverers Association, and others. Thank you to everyone that took the time to provide thoughtful and helpful feedback during the development process.

The guidelines include information related to the vision and guiding principles, intended outcomes, core services, customized community connections, service delivery methods, service providers and staffing, French language services, early years community planning processes, data analysis services, service planning considerations, local needs assessments and initial plans for OEYCFCs.

The guidelines are intended to support CMSMs/DSSABs, school boards and service providers as they work collaboratively to integrate and enhance programs and services across the province, while minimizing service disruptions for families. This work will include conducting local needs assessments beginning this summer, and developing initial plans for OEYCFCs by spring 2017.

We recognize that every community, parent, caregiver and child is unique. As such, the guidelines were designed to outline the key elements of the core service and planning requirements, while providing the flexibility for CMSMs/DSSABs to determine how best to meet these requirements within individual communities. The Early Years Implementation Branch regional staff are available to answer any questions you may have throughout the planning and implementation process. Please note that the guidelines are available online at: <https://efis.fma.csc.gov.on.ca/faab/CCGuidelines.htm>

Data Analysis Service Expectations for 2017

To inform service system planning and support CMSMs/DSSABs in your role, data analysis funding (formerly known as Data Analysis Coordinator funding) will be transferred to CMSMs/DSSABs beginning in January 2017. Data analysis funding that is currently provided to host agencies will come to an end as of December 31, 2016.

Data analysis funding is intended to provide support for your initial planning efforts for OEYCFCs, as well as enable the broader collection and mobilization of data to inform ongoing early years community planning processes. CMSMs/DSSABs have the flexibility to determine how these funds are used to achieve the intended outcomes, whether through in-house data and planning services or by entering into a purchase of service agreement with an external organization.

The Ministry's outcome-based expectations for data analysis funding have been embedded in the OEYCFC planning guidelines (refer to the Data Analysis Services section in Section 3). The service expectations for data analysis services that will form part of the 2017 service agreements has also been attached to help facilitate the planning process.

As mentioned in the April 2016 memo, CMSMs/DSSABs are expected to work with agencies that are currently responsible for the delivery of data analysis services to facilitate a smooth transition process. Agencies need to know whether or not you intend to enter into a purchase of service agreement for these services as soon as possible for internal planning purposes. Your regional Child Care Advisor and Education Officer are available to provide support and facilitate communication with your local agencies as needed.

Child and Family Program Data for CMSMs/DSSABs

To support CMSMs/DSSABs in your initial planning efforts for OEYCFCs, the Ministry has developed a provincial data package containing essential program information and data collected by the Ministry. This package includes information about program sites, current program allocations by entity, reported service data, relevant demographic and socio-economic data, and Early Development Instrument (EDI) scores.

To access this data, you will receive an email within the coming week with a description of the terms of use and a disclaimer. **CMSMs/DSSABs must respond to this email indicating their agreement to these terms and disclaimer.** Upon receipt of your agreement, each CMSM/DSSAB will be sent the relevant data files along with a brief user's manual.

It is important to note that there are key data limitations to be aware of prior to undertaking any internal analysis. Importantly, existing service boundaries and funding allocations for funded entities do not align with CMSM/DSSAB boundaries. For example, in some cases an agency may provide services within several CMSM/DSSAB boundaries, but only its head office location will be referenced in the data provided. In addition, service data is based on entity reporting and may be subject to error and/or interpretation of data definitions.

In addition to the data provided by the Ministry, CMSMs/DSSABs may also wish to draw upon their own internal and community-based data sources. Early Years Implementation Branch staff are also available to provide information about child and family programs currently funded by the Ministry.

Transfer of Responsibility for Early Literacy Specialists

The Early Literacy Specialists (ELS) program is currently funded by the Ministry of Children and Youth Services. ELS provide supports to early years practitioners, community organizations and parents to assist them in promoting children's literacy development in OEYCs and licensed child care settings. As one of nine core services required to be delivered by all OEYC lead agencies, ELS services have been an important part of Ontario's early years system.

To further promote service integration across the early years system, ELS funding and services will become part of the system transformation to establish OEYCFCs by 2018. Existing service contracts will remain status quo and continue to be managed by the Ministry of Children and Youth Services until December 2017, in alignment with OEYCFC implementation timelines.

Beginning in January 2018, the funding that is currently being provided for ELS will be redistributed to CMSMs/DSSABs as part of the new funding approach for OEYCFCs. CMSMs/DSSABs will have the flexibility to determine how to use these funds to meet the core

service requirements for OEYCFCs, including the ability to enter into purchase of service agreements with existing agencies if desired. Information about the current program allocations for ELS will be provided to CMSMs/DSSABs in the data package referenced above.

A separate communication is being sent to all ELS host agencies to advise them of this system transformation and the key timelines. As with all existing program agencies, the Ministry encourages you to reach out to these agencies to learn more about the services currently being provided in your community.

New OEYCFC Funding Approach

The Ministry has received significant feedback related to funding for OEYCFCs, and continues to work closely with the Provincial-Municipal Early Years Reference Group on the development of a new funding approach for OEYCFCs. As promised in earlier communications, the government is committed to maintaining its current investment of over \$100M (which includes funding currently provided for ELS). This includes funding for program delivery, planning and administration, which will be redistributed to CMSMs/DSSABs using a new funding approach by 2018.

The new funding approach will be communicated to CMSMs/DSSABs in early 2017 to support local community planning. The new OEYCFC allocations and program requirements will be implemented beginning January 2018.

Moving Forward with Transformation

Making the transition to a coordinated system that aligns with the broader early years sector will require a carefully planned transition process that engages all local partners and minimizes service disruptions for children and families.

The intent of this integration process is for CMSMs/DSSABs to make thoughtful and informed decisions about program and service delivery with the support of local early years partners. We want to build on the successful practices that are already in place, and ensure that adjustments are made where required to be responsive to the strengths and needs of children and families.

Meaningful engagement and joint planning and coordination between CMSMs/DSSABs and school boards including Early Years Leads, community planning tables, local public health, First Nations, urban Indigenous, Métis and Inuit organizations, Francophone organizations, parents and caregivers will be essential to the planning of OEYCFC services and sites. This collaborative approach is essential to achieving early years system integration and will support the development and delivery of programs that are responsive to the needs of the community.

Key Dates

The Ministry will continue to work closely with CMSMs/DSSABs, school boards and service providers to support local service system planning and community engagement, and to mitigate potential service disruptions.

As was previously communicated, all contracts will continue to be managed by the Ministry up to and including December 2017 (with the exception of funding for data analysis services).

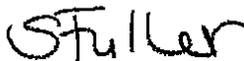
Key dates to be aware of include:

- Launch of local needs assessments led by CMSMs/DSSABs (August 2016)
- Release of new OEYCFC funding approach and allocations to CMSMs/DSSABs (Early 2017)
- Submission of needs assessment summaries and initial plans for OEYCFCs (May 2017)
- Implementation of OEYCFC funding approach (January 2018)
- Launch of new provincial website for OEYCFCs (TBD)

This information has also been communicated to Directors of Education with responsibility for Parenting and Family Literacy Centres, and Ministry-funded child and family program agencies. A separate communication will be sent to all Directors of Education when school resumes in the fall to highlight the important role that school boards will play in early years system transformation.

Thank you for your continued commitment to delivering high quality early years programs and services in communities across Ontario. Our strong partnership will help to achieve our shared goal of establishing an increasingly integrated system of early years programs and services.

As always, the Early Years Implementation Branch regional staff are available to answer any questions you may have and to support you throughout the planning and implementation process.



Shannon Fuller
Assistant Deputy Minister (A)
Early Years Division

Attachments:

1. OEYCFC Planning Guidelines
2. Data Analysis Services: Service Expectations for 2017

Ministry of Education

900 Bay Street
24th Floor, Mowat Block
Queen's Park
Toronto ON M7A 1L2

Ministère de l'Éducation

900, rue Bay
24^e étage, édifice Mowat
Queen's Park
Toronto ON M7A 1L2



MEMORANDUM TO: Chief Administrative Officers, CMSMs/DSSABs
General Managers/Commissioners, CMSMs/DSSABs
Children's Service Managers, CMSMs/DSSABs

FROM: Julia Danos
Director, Early Years Implementation Branch
Early Years Division
Ministry of Education

Med Ahmadoun
Director, Financial Analysis and Accountability Branch
Financial Policy & Business Division
Ministry of Education

DATE: April 11, 2016

SUBJECT: Data Analysis Coordinator (DAC) Funding Transfer

On February 19, 2016, the Minister of Education announced the provincial plan to integrate and transform all EDU-funded child and family programs into a system of services and supports for children ages 0-6 and their families known as Ontario Early Years Child and Family Centres (OEYCFCs).

Beginning in 2018, Consolidated Municipal Service Managers (CMSMs) and District Social Services Administration Boards (DSSABs) will be responsible for the implementation and management of OEYCFCs. This transformation will help us achieve our goal of establishing increasingly integrated early years programs and services in Ontario. We will continue to share information about system transformation as it becomes available.

The Ministry currently provides approximately \$3.4M to non-profit agencies and some CMSMs/DSSABs for Data Analysis Coordinator (DAC) services. DACs are community-based research analysts responsible for data gathering, analysis, and reporting to support research, evaluation, and planning efforts in Ontario's early years sector. DACs, and DAC funding, have historically been linked to Ministry-funded child and family programs.

As stated in the February 2016 OEYCFC memo, funding for DACs will be transferred to CMSMs/DSSABs. To inform service system planning and support municipal service

system managers in your role, DAC funding and responsibilities will be transferred to CMSMs/DSSABs beginning in January 2017. The timing of this transfer is intended to provide support for initial planning efforts, in advance of OEYCFC implementation in 2018. DAC funding provided to DAC host agencies will come to an end as of December 31, 2016.

Beginning in January 2017, the Ministry will increase total funding for DAC services to approximately \$4.2M to further support service system planning for CMSMs/DSSABs. CMSMs/DSSABs will continue to receive this funding as a portion of their future OEYCFC allocations on a go-forward basis.

A transitional funding approach will be in place for the 2017 calendar year to distribute DAC funding to CMSMs/DSSABs while the Ministry works with key partners to develop a long-term funding framework for OEYCFCs. Transitional allocations for 2017 have been determined based on child population data as well as a base minimum funding level for all CMSMs/DSSABs. Please refer to the attached Appendix for specific CMSM/DSSAB allocations.

To support a smooth transition process, the ministry expects that CMSMs/DSSABs will work with affected agencies that are currently responsible for the delivery of DAC services. We recognize that this transition will require careful planning and consideration for those affected by this decision. Your regional Child Care Advisor and Education Officer are available to support your organization and facilitate communications with you and your local TPAs. The ministry values the positive impact that DAC services have had on children and families in communities across the province.

We encourage you to follow up with your local Child Care Advisor or Education Officer if you would like to discuss this memo further. We look forward to our continued collaboration in supporting children and their families in the coming years.

Sincerely,

Original signed by:

 Julia Danos
 Director
 Early Years Implementation Branch
 Early Years Division

 Med Ahmadoun
 Director
 Financial Analysis & Accountability
 Branch
 Financial Policy & Business Division

cc: Education Officers, Early Years Implementation Branch, Early Years Division,
Ministry of Education

Child Care Advisors, Early Years Implementation Branch, Early Years Division,
Ministry of Education

Financial Analysts, Financial Analysis & Accountability Branch, Financial Policy &
Business Division, Ministry of Education

Appendix: 2017 Transitional DAC Funding Allocations

Beginning in 2017, EDU will distribute a total of approximately \$4.2M among CMSMs and DSSABs to support early years service system planning. To determine specific allocations, the Ministry has grouped CMSMs/DSSABs by total child population and assigned an allocation to each of these groupings, as follows:

Allocations by Child Population Groupings

Child Population Range	Group	Allocation
0 - 50,000	1	\$73,153
50,001 - 100,000	2	109,729
100,001 - 200,000	3	146,306
200,001 +	4	219,458

CMSMs and DSSABs by Child Population Grouping

Group 1: City of Brantford
 City of Cornwall
 City of Greater Sudbury
 City of Kawartha Lakes
 City of Kingston
 City of Peterborough
 City of St. Thomas
 City of Stratford
 County of Bruce
 County of Dufferin
 County of Grey
 County of Hastings
 County of Huron
 County of Lambton
 County of Lanark
 County of Lennox & Addington
 County of Northumberland
 County of Oxford
 County of Renfrew
 County of Wellington

District Municipality of Muskoka
 Municipality of Chatham-Kent
 Norfolk County
 United Counties of Leeds & Grenville
 United Counties of Prescott & Russell
 Algoma District Services Administration Board
 District of Cochrane Social Service Administration Board
 District of Nipissing Social Services Administration Board
 District of Parry Sound Social Services Administration Board
 District of Sault Ste Marie Social Services Administration Board
 District of Timiskaming Social Services Administration Board
 Kenora District Services Board
 Manitoulin-Sudbury District Social Services Administration Board
 Rainy River District Social Services Administration Board
 Thunder Bay District Social Services Administration Board

- Group 2: City of Hamilton
 City of London
 City of Windsor
 County of Simcoe
 Regional Municipality of Durham
 Regional Municipality of Halton
 Regional Municipality of Niagara
 Regional Municipality of Waterloo
- Group 3: City of Ottawa
 Regional Municipality of York
- Group 4: City of Toronto
 Regional Municipality of Peel



Report: CSD-EIS-16-11

Region of Waterloo

Community Services

Employment and Income Support

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

Date: September 13, 2016 **File Code:** S14-80

Subject: Overview of Ontario Works Mandatory and Discretionary Benefits

Recommendation:

For information.

Summary:

On June 14, staff presented report CSD-EIS-16-04 to Community Services Committee (CSC) outlining proposed changes to the Discretionary Benefits program. The changes included a reduction in the number of benefit categories to be funded in order to ensure the expenditures for those benefits could be contained within the current budget of the program. Following discussion and debate, CSC directed staff to prepare an information report providing greater detail on both Mandatory and Discretionary Benefits.

The purpose of this report is to provide an overview of the Ontario Works Mandatory and Discretionary Benefits, how they are funded, and the types of services provided under each program. Further, the report provides some history on Provincial changes to the funding of Discretionary Benefits. Finally, the report provides an understanding of work undertaken to respond to input from a delegation heard at CSC on June 14.

Report:

1.0 Ontario Works Overview

Ontario Works is one of the Province of Ontario's social assistance programs. The Province sets the legislation and regulations that govern the program and is its primary funder. Municipalities appoint an OW Administrator who has the responsibility to oversee delivery of the program on behalf of the municipality. Currently, municipalities

cost-share the following components of the Ontario Works program with the Province: administrative costs (50% provincial/50% municipal) and Ontario Works allowances, benefits and employment programs (94.2% provincial/5.8% municipal). By 2018, Ontario Works allowances, benefits and employment programs will be entirely funded by the Province as part of uploading of social assistance costs. Administrative costs will continue to be cost-shared equally by municipalities and the Province.

Under the Ontario Works program, recipients receive basic financial assistance and employment assistance. Basic financial assistance consists of income assistance for basic needs and shelter and Mandatory and Discretionary Benefits. Employment assistance is provided to support recipients to seek and maintain employment, attend training and/or educational programs. This focus of this report is on the provision of Mandatory and Discretionary Benefits.

2.0 OW Mandatory Benefits

Mandatory benefits are prescribed by the Province and are provided to all eligible Ontario Works recipients and/or members of their benefit unit. The 2016 Regional budget for Mandatory Benefits totals \$2.13 million and is cost shared with the Province on a 94.2%/5.8% basis in 2016. There is no cap on Mandatory Benefits, the Province will cost share whatever is expended by the Region.

Mandatory Benefits consist of four broad categories including: mandatory health, extended health, employment and participation, and other benefits. A list of items covered under each category is provided as Appendix A.

3.0 OW Discretionary Benefits

Under the Ontario Works Act, municipalities may provide certain Discretionary Benefits, as approved by the provincial Ontario Works Director, to Ontario Works (OW) and Ontario Disability Support Program (ODSP) participants. There are two types of benefits: health related and non-health related. The Discretionary Benefits program allows for the provision of services that are not covered by Mandatory Benefits. A list of services covered under Discretionary Benefits is provided in Appendix B, and a comparison of Mandatory and Discretionary Benefits is available in Appendix C.

The 2016 Regional budget for Discretionary Benefits totals \$4.47 million. The Province will cost share up to \$10 per OW and ODSP household (benefit unit) per month at the current cost sharing ratio (94.2%/5.8%). If expenditures exceed the capped, cost-shared amount the Region is responsible for 100% of the over expenditure. In 2016, the maximum amount that is eligible for cost sharing is \$2.47 million. The balance of the 2016 budget (\$2.0 million) is funded by the Region from the property tax levy (\$1.5 million) and \$0.5 million from the Community Homelessness Prevention Initiative program.

4.0 Cost Pressures for the OW Discretionary Benefits Program

At its meeting of June 14, 2016, CSC received report CSD-EIS-16-04 (Ontario Works Discretionary Benefits Program) advising that projections indicated the 2016 OWDB program would be overspent by \$600,000, for a total 2016 expenditure of \$5.07 million. Staff recommended eliminating some services to ensure the most vital services remain within the budget allocation. At the June 22, 2016 meeting, Regional Council approved an additional \$600,000 for the OWDB program to be funded from the Tax Stabilization Reserve Fund on a one-time basis.

The current cost pressures for the Discretionary Benefits program are a result of decreased Provincial funding for the program and growing demand and costs for services.

Decrease in Provincial Funding

The 2012-2013 Provincial Budget contained a number of items with significant financial implications for social assistance delivery. Prior to 2012-2013 Provincial Budget:

- Within the Mandatory Benefits, social assistance recipients received the Community Start Up and Maintenance Benefit (CSUMB) to assist with establishing a new principal residence, eviction prevention and utility arrears; and,
- Within Discretionary Benefits, the level of expenditure the Province could cost share for health related benefits was unlimited, and cost-sharing for non-health related discretionary benefits was capped at \$8.75 per household (benefit unit) per month. If expenditures exceed the capped, cost-shared amount the Region was responsible for 100% of the over expenditure.

Through the 2012-2013 Budget, the following changes were made to Mandatory and Discretionary benefits:

- CSUMB was eliminated as a Mandatory benefit effective January 1, 2013.
- Cost sharing for health-related and non-health related benefits were capped at a combined total of \$10 per OW and ODSP household (benefit unit) per month, effective July 1, 2012. As a result of this change, the amount the Province would cost share with the Region of Waterloo declined from \$5.9 million to \$2.5 million.
- In place of CSUMB, the Province allocated 50% of the total Provincial expenditures on CSUMB into the new Community Homelessness Prevention Initiative (CHPI). The Region's allocation of CHPI was estimated to be less than half of the 2011 CSUMB expenditures. CHPI funding is not specific to social assistance recipients.

In response to the caps implemented in the 2012-2013 Provincial Budget, the Region of Waterloo conducted extensive community consultations with direct service providers, community agencies, staff, and individuals with lived experience to determine how best

to respond to the program changes.

The following table summarizes the historical and current budgeted expenditures and funding sources for OWDB:

Table 1: Ontario Works Discretionary Benefits Budget, 2012 – 2016

	2012	2013	2014	2015	2016
Expenditure	\$5,923,338	\$4,467,200	\$4,467,200	\$4,467,200	\$4,467,200
Funding:					
Provincial Subsidy *	\$4,904,523	\$2,116,858	\$2,185,939	\$2,255,000	\$2,324,100
Tax Stabilization Reserve Fund		625,000	500,000		
Capital Levy Reserve		375,000			
CHPI Funding				500,000	500,000
Regional Levy Contribution	\$1,018,815	\$1,350,342	\$1,781,261	\$1,712,200	\$1,643,100

* 2013 -16 The increase in Provincial subsidy is due to Provincial Uploading

Increasing Demand for Services

Although the Provincial cap has remained constant since 2012, the cost of and demand for services has grown. There are many reasons for the increasing demand in services. One factor is the economic recession of 2008, which has increased financial instability for individuals and families. Jobs that were traditionally available for entry level positions are no longer available due to economic restructuring that favours technology and high-skilled labour. The long-lasting effects of the recession are indicated through OW caseloads which remain above 2008 levels. A second contributing factor is the loss of benefits among low- and middle-income working populations over the last decade. Individual who are not able to access benefits until they become eligible for social assistance require a greater services when they become eligible. Lastly, an aging population is requiring greater need for services. These factors combined, with others, are creating an increasing demand for services.

Despite additional Regional funding supplementing Provincial funding, the demand for services exceeds current funding for the program. For 2015, actual spending for the Ontario Works Discretionary Benefits program was \$4,655,965 or \$188,495 greater than the 2015 budget. For 2016, following a projected over-expenditure of \$600,000 to the \$4,467,200 budget, staff recommended service changes in report CSD-EIS-16-04 in order to maintain services within the funding envelope.

5.0 Responses to Delegation

In response to the proposed service changes outlined in report CSD-EIS-16-04, a delegation appeared before the Community Services Committee on June 14. The responses to the delegation suggestions are outlined below.

The delegation requested that the Region advocate that the Province increase funding. In response to this suggestion, the Region forwarded correspondence to the Province requesting an increase in the Discretionary Benefits funding envelope.

The delegation further requested the opportunity to be involved in discussions to explore providing services within the community (ex – through the establishment of hearing aid refurbishment program, or a vision bank). Employment and Income Support is currently facilitating a consultation process to explore community-based responses to program changes. The findings from the consultations will be incorporated in an October report along with options for Council to consider related to the managing of the program.

Corporate Strategic Plan:

The provision of Discretionary Benefits to social assistance recipients supports the Region's 2015-2018 Corporate Strategic Plan, Focus Area 4: Healthy, Safe and Inclusive Communities, and Strategic Objective 4.2 (to) mobilize efforts to reduce poverty and the impacts it has on Waterloo Region residents.

Financial Implications:

At its meeting of June 14, 2016, Committee received report CSD-EIS-16-04 (Ontario Works Discretionary Benefits Program) advising that it was projected the 2016 OWDB program would be overspent by \$600,000, for a total 2016 expenditure of \$5.07 million. At the June 22, 2016 meeting, Regional Council approved an additional \$600,000 for the OWDB program to be funded from the Tax Stabilization Reserve Fund.

Other Department Consultations/Concurrence:

Nil.

Attachments

Appendix A – Overview of OW Mandatory Benefits

Appendix B – Overview of OW Discretionary Benefits

Appendix C – Comparison of OW Mandatory and Discretionary Benefits

Prepared By: Carolyn Schoenfeldt, Director, Employment & Income Support

Curt Shoemaker, Manager, Quality Assurance, Employment & Income Support

Bojana Kojic, Social Planning Associate, Employment & Income
Support

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

Appendix A - Overview of OW Mandatory Benefits

Mandatory benefits consist of the following four categories and include the following services:

1. Mandatory Health Benefits

These benefits include: prescription drug coverage, vision and dental care for dependent children, diabetic supplies, surgical supplies and dressing, medical transportation costs \$15 and over, consumer contribution for assistive device and eligibility assessment under the Assistive Devices Program (ADP) batteries and necessary repairs for mobility devices, and routine eye examinations.

2. Mandatory Extended Health Benefits:

i. Extended Health Benefits (EHB)

EHB supports individuals whose income is in excess of OW eligibility, but whose health related costs are greater than their income in excess. EHB recipients are eligible for health related mandatory benefits. Eligibility is reviewed on a monthly basis.

ii. Extended Employment Health Benefits (EEHB)

EEHB supports recipients who are exiting OW due to increased earnings from employment activities. It provides health related benefits until employer benefits begin, for up to six months. EEHB recipients are eligible for health related Mandatory benefits and health-related discretionary benefits.

3. Mandatory Employment and Participation Benefits:

i. Full-Time Employment Benefit

The purpose of the benefit is to assist with expenses associated with beginning employment. A maximum amount of \$500 can be issued to recipients who are in receipt of OW for at least 3 consecutive months when they begin full-time employment.

ii. Other Employment and Employment Assistance Activities Benefit

The purpose of the benefit is to assist with costs associated with beginning or changing employment or an employment assistance activity. A maximum amount of \$253 can be issued once in a 12 month period to individuals who are beginning employment.

4. Other Mandatory Benefits

Other mandatory benefits include, the Guide Dog Benefit, Advance (Up Front) Child Care Payment, and Transition Child Benefit (TCB). The TCB is a transitional benefit that assists OW participants who are not receiving full entitlement for the child tax benefit or are waiting to receive it. Repayments occur as required and are system generated. The TCB maximum amount is \$230 per child.

Appendix B - Overview of OW Discretionary Benefits

Category	Description
Adult Dental	Dental services for adults on OW and ODSP include: Adult Emergency (for the relief of pain): <ul style="list-style-type: none"> • Exams/X-rays • Fillings • Tooth extractions • Root canal treatment for upper front teeth • Emergency treatment for all teeth for pain relief Dentures: <ul style="list-style-type: none"> • New dentures • Denture repairs, relines, adjustments • Root canal treatment for all teeth, except upper front teeth
Food Hampers	Grants to food distribution agencies in Waterloo Region.
Funerals & Burials	Pays for simple funeral services and burials. Mandated by provincial statute (Anatomy Act).
Transportation	Funds bus tickets for Ontario Works participants.
Interpreters	Vital service for accurate completion of regulated forms.
Emergency Response	Although infrequent, funds basic necessities when low income persons are displaced because of an emergency.
Late payments	Funds utility and water disconnection notices. Operates as part of the Waterloo Region Energy Assistance Program.
Eviction Prevention	Funds eviction prevention for individuals in low income situations.
Furniture/Appliances	Funds purchase of limited furniture (mattresses) and appliances (fridge and stove) and appliance repairs.
Purchase of Documents	Funds purchase of Birth Certificates and Social Insurance Number cards for individuals for the purpose of determining eligibility or obtaining employment.
Mobility Aids	Provides services not covered under the Assistive Devices Program, such as orthotics, wheelchair rentals, special footwear, and braces.
Hearing Aids	Provides services not covered by the Assistive Devices program, such as hearing aid repairs and batteries. Provides a maximum of \$1,000 top up toward hearing aid purchases under Assistive Devices Program.
Vision Care	Funds vision care for OW adults and ODSP dependent adults (includes glasses, glasses repair and contacts).
Contingency	Buffer amount for budget management. Has been accounted for in budget projections.
Drugs and Medical Supplies	Funds prescription drugs not covered by the Benefit Drug Card. Funds medical supplies not covered by the Assistive Devices Program, such as monitors, Aerochamber for infants, CPAP/Apnea accessories, helmet/face guards, and breast pumps.

Appendix C – Comparison of OW Mandatory and Discretionary Benefits

	Mandatory Benefits	Discretionary Benefits
Source of Funding	Cost-Shared (94.2%/5.8% Provincial/Municipal)	Cost-Shared (94.2%/5.8% Provincial/Municipal) \$1.5 million property tax levy, \$500,000 CHPI
Population	OW	OW/ODSP
Services Provided	<p>Mandatory health benefits:</p> <ul style="list-style-type: none"> • Prescription drugs for members of the benefit unit • Dental Care for Dependent Children • Vision Care for Dependent Children • Routine eye examinations once every 24 months (ages 20-64) • Diabetic Supplies • Surgical Supplies and dressings • Medical Transportation costs \$15 and over • Consumer contribution for assistive devices and eligibility assessment under the Assistive Devices Program (ADP) • Batteries and necessary repairs for mobility devices <p>Extended health benefits:</p> <ul style="list-style-type: none"> • Extended Health Benefits (eligible for mandatory health benefits) • Extended Employment Health Benefits (eligible for mandatory health and discretionary health benefits) <p>Employment and participation benefits include</p> <ul style="list-style-type: none"> • Full-Time Employment Benefit • Other Employment and Employment Assistance Activities Benefit <p>Other mandatory benefits:</p> <ul style="list-style-type: none"> • Guide Dog Allowance • Up Front Child Care • Transition Child Benefit 	<p>Health related Items</p> <ul style="list-style-type: none"> • Dental care for adults • Vision care for adults • Mobility aids and hearing aids • Funerals and burials • Drugs and medical supplies <p>Non-health related Items</p> <ul style="list-style-type: none"> • Travel and transportation • Interpreters <p>Other Items:</p> <ul style="list-style-type: none"> • Emergency Response • Late payments • Eviction prevention • Furniture/appliances • Purchase of documents • Contingency funding



Report: CSD-EIS-16-13

Region of Waterloo
Community Services
Employment & Income Support

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

Date: September 13, 2016 **File Code:** S04-20

Subject: Ontario Works Caseload: July 2016

Recommendation:

For Information

Report:

This is the first Ontario Works Caseload Report since the Province introduced the new computer system, Social Assistance Management System (SAMS) in November 2014. Collaboration with the Province continues through various working groups and activities to assist with business recovery from the implementation of SAMS and technical system changes and updates. The Region of Waterloo is one of forty-seven Consolidated Municipal Service Managers (CMSMs) and District Social Services Administration Boards (DSSABs) in the Province of Ontario. The Region of Waterloo as well as other CMSMs and DSSABs continues to question the integrity of the data. Despite these concerns, the Ontario Works Caseload Reports to Council are being reinstated as the Province assures that the data is valid and has communicated confidence in the integrity and stability of the data from SAMS.

Employment & Income Support, Community Services along with Finance and Administration monitor the Ontario Works (OW) caseload on a monthly basis. Table 1 summarizes the caseload at the end of July 2016 with comparisons to the months of June 2016 and July 2015. Table 2 provides the unemployment rates at the end of July 2016 with comparisons to the months of June 2016 and July 2015. In summary, the tables demonstrate that caseload and the unemployment rates have risen slightly over the last year.

- The OW caseload at July 2016 was: 8,755

- The OW caseload at June 2016 was: 8,732
- The **increase** from June 2016 was: +23 (+0.3%)
- The **increase** from July 2015 was: +219 (+2.5%)
- Waterloo Region unemployment rate for July 2016 was: 5.9%
- Waterloo Region unemployment rate for July 2015 was: 5.2%

Table 1: Ontario Works Caseload

July 2016	June 2016	July 2015	% Change June to July	% Change Year to Year
8,755	8,732	8,536	0.3%	2.5%

Table 2: Unemployment Rates – Seasonally Adjusted*

	July 2016	June 2016	July 2015
Province	6.5%	6.7%	6.5%
Waterloo Region	5.9%	5.7%	5.2%

*As revised by Statistics Canada

Corporate Strategic Plan:

This report addresses the Region's Corporate Strategic Plan 2015-2018, Focus Area 4: Healthy, Safe and Inclusive Communities and Strategic Objective 4.2: Mobilize efforts to reduce poverty and the impacts it has on Waterloo Region residents.

Financial Implications:

Nil

Other Department Consultations/Concurrence:

Nil

Prepared By: **Carolyn Schoenfeldt**, Director of Employment and Income Support, Community Services
Nina Bailey-Dick, Social Planning Associate, Employment and Income Support

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



Report: CSD-CHS-16-24

Region of Waterloo
Community Services Department
Children's Services Division

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

Date: September 13, 2016 **File Code:** S04-20

Subject: Children's Planning Table Annual Summary

Recommendation:

For Information

Summary:

The report provides an update on the activities of the Children's Planning Table, an integrated planning table for services for children and youth pre-birth to 18 years of age. The Children's Planning Table is supported by Children's Services, and staffing costs through to 2017 have been funded by the Lyle S. Hallman Foundation.

Report:

1.0 Background

The Children's Planning Table was formed in 2011 with an expanded membership and scope from the original Best Start Network – Region of Waterloo Child and Parent Services committee (ROWCAPS). The Children's Planning Table now has a membership of over 400 professionals from over 60 organizations. Participation and membership is open to all agencies/organizations providing support services to children and youth (pre-birth to 18 years of age) and their families, within Waterloo Region. Members commit to planning and working collaboratively with other community partners to build greater coordination and integration of services for children and families. The vision; **'All children in Waterloo Region live in a community that supports their developmental health through a system of coordinated and effective services'**, guides the work of the Children's Planning Table.

The Children's Planning Table is supported by Children's Services. Over the past twelve months, two staff positions were funded by a grant totalling \$270,750 from the Lyle S. Hallman Foundation, which has supported more intensive work.

2.0 Key Activities & Projects of 2015-2016

Over the past year, a number of activities and projects were achieved. The bullets below provide a brief summary of what was accomplished:

- Community partners volunteered their time to develop the concept of a go-to website to help families and youth locate, access and utilize services. This work was done in collaboration with the Special Needs Strategy Planning Table as well as Moving on Mental Health. It is anticipated this project will move forward in 2017 to creation of an on-line site.
- Community partners leveraged funding to organize a three-part First Nations, Metis and Inuit culture and awareness training series for over 100 professionals working with children, youth and families.
- Refinement, dissemination and implementation of a set of shared standards and best practices called; The Children's Planning Table, Shared Philosophy of Practice. This new resource is intended to improve service provision and expand collaboration work between and across the service system by utilizing one set of service standards.
- Coaching support was leveraged from an Innoweave grant to pursue a Youth Collective Impact project with community partners (e.g., school boards, funders, larger service providers), focused on readiness for the high school years and resiliency.
- The Children's Planning Table members reported planning and collaboration with other organizations on almost 40 occasions through the Children's Planning Table.
- Members endorsed expansion of the age mandate of the Children's Planning Table from pre-birth to age 12, to pre-birth to age 18 or school exit.
- The annual forum was held, where representatives from multiple sectors spent the day learning about non-traditional, innovative ways of thinking, and orienting for work together in 2016.
- On-going evaluation and monitoring activities took place to understand the needs and opportunities as seen by participants, as well as an extensive Voting Member organization survey to assess areas such as perception of impact and engagement.
- Documentation of the needs of children and youth in our community, as well as what it takes to work collaboratively, was completed via two videos for community use.

3.0 Next Steps

The work of the Children's Planning Table will continue to unfold in the coming year. Last year an application was made to, and approved by, the Lyle S. Hallman Foundation for year two funding, this will support a staff position to continue into June 2018. With this continued

funding support, along with continued in-kind resources and support from the Region of Waterloo, several key actions and steps will be taken to further the work of this unique planning body. The following is a list of some of the key activities for 2016-2017:

- The final development and launch of the website to help families and youth find services and supports.
- Initiation of a broad based community partners group that will focus on determining several common outcome measures to better evaluate impact on developmental health of children in Waterloo Region over time.
- Collaborative community planning for Ontario Early Years Child and Family Centres.
- The implementation of a tool for organizations to share their in-house training opportunities with community partners.
- An annual forum focused on the importance of attachment and brain development over the lifespan of children and youth, as well as neighbourhood-based services.

Corporate Strategic Plan:

This report addresses the Region's Corporate Strategic Plan 2015-2018, Focus Area 4: Healthy, Safe and Inclusive Communities and Strategic Objective 4.1: Support early learning and child development.

Financial Implications:

The Children's Planning Table 2016 operating budget totals \$250,000 in a grant provided by the L.S. Hallman Foundation and currently has no financial impact on the Regional tax levy.

Other Department Consultations/Concurrence:

The continued participation of staff from Public Health, Child & Family Health, Planning, Development and Legislative Services, Corporate Resources, Information Technology and Finance are required to support the work of the Children's Planning Table.

Attachments

Children's Planning Table Annual Update – August 2016

Prepared By: Alison Pearson, Manager, Community Engagement and Planning

Nancy Dickieson, Director Children's Services

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

Children's Planning Table (CPT) Annual Update

August 2016



About Us

Vision

All children in Waterloo Region live in a community that supports their developmental health through a system of coordinated and effective services.

Mandate

To serve as an integrated planning table for children's services from pre-birth to 18 years of age in Waterloo Region.

95% of Voting Member Organizations (who participated) voted in favour of expanding the mandate of CPT to support children, youth and families from 12 to 18 years of age.



Theory of Change

As a community, we use a Theory of Change to guide our approach to integrated service planning.

If we...

- Manage and leverage resources
- Engage system stakeholders
- Work together as a strong network
- Foster organizational and system capacity
- Develop and share learning and insight

By being...

Respectful, Responsive, Reflective, Collective, Active, Experimental

Then we foster...

Capacity for child/family centred strengths-based approaches
More coordinated and effective practices and policies

Which will lead to...

Services, programs and environments having greater impact on developmental health

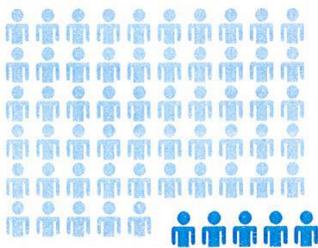
So that...

Children experience optimal developmental health

Membership

The Children's Planning Table is a collaborative of service providers, planning bodies and funders who have come together to plan how services can be better coordinated for children in Waterloo Region.

CPT has **60** Voting Member Organizations and **5** organizations became new voting members this year



5 Children's Planning Table meetings.

98 Average number of participants at CPT meetings.

15% Average per cent of first time participants at CPT meetings.

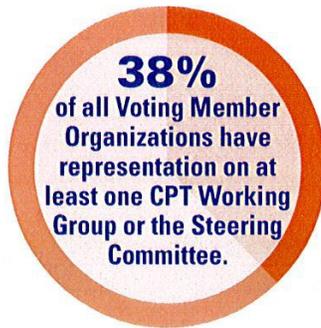
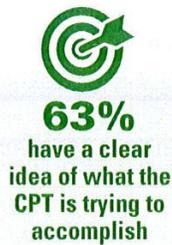
437 Community partners connected to the CPT.

Children's Planning Table (CPT) Annual Update August 2016



Collaborative Contributions

Engagement



Number of Voting Member Organizations sitting on each Working Group and Steering Committee.



Funding

The work of the Children's Planning Table is made possible by grants and in-kind contributions.



- Lyle S. Hallman Foundation (\$270,750 grant)
- Region of Waterloo (\$71,909 in-kind)
- Special Project Grant (Youth CI) (\$5,000 grant)

In-Kind

The Children's Planning Table moves our priority work forward through the in-kind time and resources contributed by partners who come together for Working Groups and the Steering Committee.

Total number of hours contributed by partners in Working Groups and Steering Committee meetings.

- Data Team
- Steering Committee
- Youth CI Working Group
- Virtual Access Team
- Shared Philosophy



CPT as a Key Vehicle

39 The number of times community partners used CPT as a vehicle to plan, communicate or collaborate in a more informed, effective and integrated manner.

Children's Planning Table (CPT) Annual Update

August 2016



Our Work

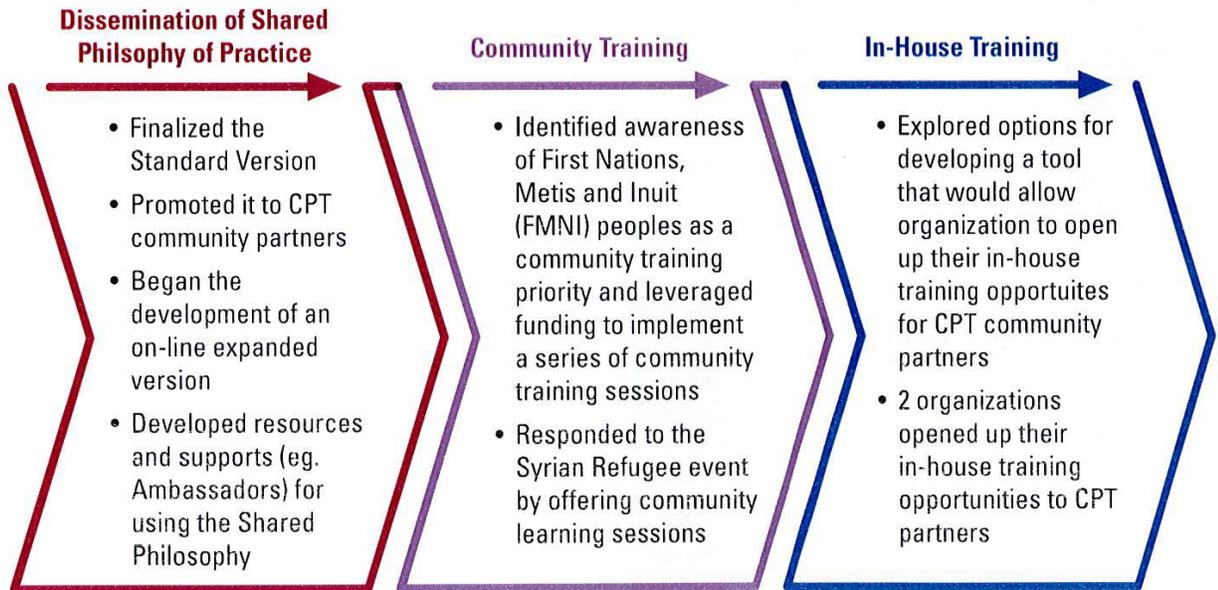


CPT Shared Philosophy of Practice

The Shared Philosophy of Practice includes 4 shared principles for working together with children, youth and families in our community.

According to CPT Voting Members, the benefit of having a Shared Philosophy of Practice are: it validates and supports organizational practices, improves relationships among service providers and provides a shared common language."

- 66%** better understand the Shared Philosophy of Practice
- 69%** saw alignment between their work and the Shared Philosophy of Practice
- 58%** have ideas of how to use the Shared Philosophy of Practice in their work



Community Training

1,124 hours spent by professionals in *You Don't Know, What You Don't Know* series learning about First Nations, Métis and Inuit peoples

Children's Planning Table (CPT) Annual Update August 2016



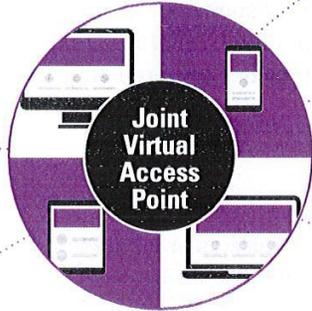
Our Work

Joint Virtual Access Point

This website will serve as an on-line, go to, starting point for families and youth who are looking for services for children and youth generally and/or have specific questions about a child's development.

Worked as a partnership between three initiatives - CPT, Special Needs Planning Table and Moving on Mental Health

Created the concept for the universal services side of the site



Documented the functional requirements of the universal side of the site

Identified community resources to leverage in the creation of the Joint Virtual Access Point

Established the pathways to the best starting point agencies when there is a concern about a child/youth's development

Child Wellbeing Dashboard



The Child Wellbeing Dashboard is a user-friendly platform housing data on indicators of child wellbeing, along with an interactive map of services and supports in Waterloo Region

This year we:

- updated the indicators with the most recent data available
- added over 100 programs and services to the map for youth 12 – 18 years of age



Youth CI

Accomplishments

- Brought together 11 CPT Youth Service Providers to work together to create a vision for improving readiness for high school years and resiliency, with a specific outcome of positive self-concept of 15 year olds
- Developed a Theory of Change
- Collaborated with 2 other Youth CI groups in Waterloo Region

Future/Next Steps

- 
- Develop shared outcome/measurement indicators
 - Support community planning for Ontario Early Years Child and Family Centres
 - Final development and launch of the website to help families and youth find services and supports
 - Implementation of a tool for organizations to share their in-house training opportunities with community partners



Report: PHE-16-03

Region of Waterloo

Public Health and Emergency Services

Medical Office/Epidemiology and Health Analytics

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

Date: September 13, 2016 **File Code:** P03-80

Subject: Infectious Diseases in Waterloo Region: Surveillance Report 2015

Recommendation:

For information.

Summary:

As per Ontario's Health Protection and Promotion Act (HPPA), certain infectious diseases are required be reported to local public health units. This report presents highlights from the monitoring of reportable infectious diseases in Waterloo Region in 2015.

Overall, rates of reportable diseases in Waterloo Region were consistent with or lower than provincial rates.

Key trends highlighted in the report include:

- Among enteric (i.e. intestinal) diseases, campylobacteriosis and salmonellosis were the most frequently reported infectious diseases. Waterloo Region rates of enteric diseases were similar or lower compared to those for all of Ontario. Travel was a main risk factor for several enteric diseases, accounting for many enteric cases.
- Chlamydia is the most frequently reported sexually transmitted infection (STI) and the most common reportable disease overall, with high rates in young adults 20 to 29 years of age. Rates are particularly high among 15 to 24 year old females. Chlamydia rates have been rising over the last 10 years, but local rates have remained significantly lower than provincial rates year-over-year.
- The provincial rate of gonorrhoea has been increasing in recent years, but the

local rate started to decline in 2015. Local rates have remained similar to or lower than those for the province over the past 10 years. Reasons for the province-wide increase in rates are unclear, and are being studied by the provincial government. Rates were highest among 20 to 24 year olds, and reported risk factors among local cases included not using a condom and having multiple sexual partners.

- Region of Waterloo Public Health is specifically addressing high rates of chlamydia and other sexually transmitted infections among youth through the 'Waterloo Region Sexual Health Youth Strategy'.
- Influenza was the most common vaccine preventable disease for the 2015-2016 season, accounting for more than three-quarters of vaccine preventable diseases reported in Waterloo Region. There was an elevated level of influenza during the 2014-2015 season, although still within what can be expected for a busy influenza season. The local rate of influenza was lower than that for the province as a whole, and there were fewer influenza outbreaks in long-term care and retirement homes compared to previous seasons.
- Waterloo Region experienced a typical season in terms of enteric outbreaks, demonstrating a peak during the winter months. Half of all enteric outbreaks occurred in daycares, followed by long-term care homes, and were most often due to norovirus-like illness.
- Local rates of other infectious diseases were stable in 2015 compared to previous years, and similar to or lower than those of the province.

Report:

Background

Infectious diseases (IDs) are illnesses caused by microorganisms such as bacteria, viruses and parasites which may cause serious illness or be transmitted to large numbers of individuals. In accordance with the Ontario Public Health Standards (OPHS), one of the mandates of local public health units in Ontario is to work on the prevention and control of infectious diseases of public health importance. As such, the purpose of this report is to assess Waterloo Region's rates of infectious diseases of public health importance and to monitor trends over time. This information will be used to aid in planning and evaluating evidence-based public health policies, programs, interventions, and related services so as to mitigate the frequency and impact of infectious diseases in the local community. This report presents Waterloo Region's rates of reportable diseases for 2015, comparisons to the historical 10-year average, and comparison of local rates to those of the province of Ontario. Basic epidemiology, exposure and risk factor information are also provided where appropriate.

Key Findings

Overall

In 2015 there were 2,814 cases of reportable infectious diseases in Waterloo Region. The top five infectious diseases reported in 2015 were chlamydia, influenza, gonorrhoea, campylobacteriosis and hepatitis C, which accounted for 82.5 per cent of all cases. Overall, the rates of reportable diseases in Waterloo Region were consistent with or lower than provincial rates.

Enteric Diseases

Among enteric (i.e. intestinal) disease, campylobacteriosis and salmonellosis were the most frequently reported infectious diseases. Waterloo Region rates of enteric diseases were similar or lower compared to those for all of Ontario. While local rates of cyclosporiasis were increased in 2015 compared to previous years due, in part, to a national outbreak associated with sugar snap peas, the rate was not significantly higher than the provincial rate. Travel outside of the province was a common risk factor for many enteric diseases, including amebiasis, cryptosporidiosis, giardiasis, hepatitis A, salmonellosis, shigellosis and typhoid/paratyphoid fever. Travellers are reminded to follow good hand hygiene practices, avoid consumption of potentially contaminated food such as raw fruits and vegetables unless they have been washed, peeled or cooked, consume water that is potable, and avoid risky behaviours such as swimming in contaminated water. Region of Waterloo Public Health works to manage and control enteric diseases by following up on reported cases and their contacts, providing education regarding risk factors and prevention, and supporting long-term care homes, hospitals and daycares in the prevention and control of enteric outbreaks. Region of Waterloo Public Health also performs routine inspections of food premises, long-term care homes and retirement facilities, residential facilities, day nurseries, personal service settings, and recreational water facilities (e.g., public pools, hot tubs and splash pads). In addition, Region of Waterloo Public Health collaborates with federal and provincial partners to identify and remove sources of contaminated food products from the consumer marketplace.

Vector-borne and Zoonotic Diseases

Vector-borne diseases (e.g., malaria, West Nile Virus, Lyme disease) and zoonotic diseases (e.g., rabies) are relatively uncommon in Waterloo Region. While Waterloo Region remains an area of low risk for the acquisition of Lyme disease, there was an increase in 2015 in the number of area residents who acquired the illness outside the region. This is consistent with an increase in the provincial rate of Lyme disease, and is partly due to a change in the provincial case definition in 2015 which classifies more people as cases than in the past. Public Health Ontario has identified certain areas of the province which are considered higher risk for the acquisition of Lyme. A map can be found at:

https://www.publichealthontario.ca/en/eRepository/Lyme_disease_risk_areas_map.pdf

(Waterloo Region is not one of these areas). It is important for residents in Waterloo Region to be aware of precautions they can take to protect themselves against Lyme disease, especially when they travel to areas of higher risk.

While the risk for the general public of acquiring rabies remains low in Waterloo Region, since late 2015, there has been an increase in rabies cases in racoons and other wildlife in Hamilton and the surrounding areas. The Ministry of Natural Resources and Forestry has responded with a wildlife rabies vaccine-baiting program which includes the majority of Waterloo Region. The recent increase in positive rabies cases in wildlife in the surrounding areas means that local residents bitten or scratched by racoons, skunks and other wildlife or stray animals should continue to receive prompt assessment in order to determine the possible need for rabies post exposure vaccine.

Sexually Transmitted and Blood-borne Infections

Among all sexually transmitted and blood-borne infections, chlamydia, gonorrhea and hepatitis C contributed the greatest number of cases in Waterloo Region in 2015. As in previous years, chlamydia remains the most common infectious disease in Waterloo Region overall, with high rates in young adults 20 to 29 years of age. Rates are particularly high among 15 to 24 year old females. Chlamydia rates have been rising over the last 10 years in Waterloo Region and Ontario, but local rates have remained significantly lower than provincial rates year-over-year. The most common risk factors reported by chlamydia cases in 2015 included not using a condom and having multiple sexual partners. Region of Waterloo Public Health is specifically addressing high rates of chlamydia and other sexually transmitted infections among youth through the “Waterloo Region Sexual Health Youth Strategy”. This strategy involves partnership with several community stakeholders and outlines a multi-year action plan to promote healthy sexuality among youth in Waterloo Region, and to provide strategic direction for youth sexual health education, programs, and services. It focuses on three key focus areas: access to programs and services, education, and parents. Region of Waterloo Public Health also initiated a project to look at how to reduce incidence rates in our young adult (20 to 29 years of age) and other priority populations.

The rate of gonorrhea in Ontario has been increasing in recent years, and this trend has also been observed locally. The local rate of gonorrhea increased between 2012 and 2014, but has since started to decline. Over the past 10 years, local rates have remained similar to or lower than those for the province as a whole. Reasons for the province-wide increase in rates are unclear, and are being studied by the provincial government. The most commonly reported risk factors for local cases of gonorrhea included not using a condom and having multiple sexual partners. The rate of infectious syphilis has also been gradually increasing over recent years primarily in men who have sex with men; although, local rates experienced a decline in 2015 and continued to be lower than that of the province. Local rates of hepatitis B, hepatitis C, and HIV/AIDS all

remained relatively stable and below those of the province in 2015.

Region of Waterloo Public Health continues to address sexually transmitted and blood-borne infections by providing free testing, treatment and counselling for STIs at sexual health clinics, case management for community cases of sexually transmitted infections, and by engaging in harm reduction strategies which include the provision of needle syringe programs, condom distribution and other related services at several locations in the region.

Vaccine Preventable Diseases

Influenza was the most common vaccine preventable disease for the 2015-2016 season, accounting for more than three-quarters of vaccine preventable diseases reported in Waterloo Region. There was an elevated level of influenza activity during the 2015-2016 season, although still within what can be expected for a busy influenza season, and the local rate was lower than that for the province as a whole. Region of Waterloo Public Health distributes vaccines to health care providers and provides influenza immunization clinics by appointment for families, to complement the many pharmacies, physicians' offices and other providers of influenza vaccine in our region, works with long-term care and retirement homes to increase staff and resident immunization coverage rates, and follows up on influenza cases and outbreaks in Waterloo Region.

Consistent with provincial rates and the cyclical nature of pertussis with peaks in disease every three to five years, there was a slight increase in pertussis cases in Waterloo Region in 2015 compared to recent years. The slight increase in local pertussis cases seen in 2015 follows this pattern, as the last peak in pertussis activity occurred in 2012.

Rates of varicella, mumps, invasive meningococcal disease (IMD) and measles were either stable or decreased in 2015, and remained similar to or lower than provincial rates. Region of Waterloo Public Health supports the prevention of vaccine-preventable illnesses through the provision of vaccine delivered through health care providers and public health immunization clinics, the achievement and maintenance of high immunization rates among children enrolled in English-speaking, publicly-funded elementary and secondary schools through the Immunization of School Pupils Act, as well as other health education and promotion activities to increase immunization coverage rates.

Other Infectious Diseases

Among other reportable infectious diseases, local rates for active and latent (i.e., inactive) tuberculosis, encephalitis/meningitis, invasive group A streptococcal disease (iGAS), and neonatal group B streptococcal disease were stable in 2015 compared to

previous years and similar to or lower than provincial rates.

Outbreaks

Waterloo Region experienced a typical season in terms of enteric outbreaks, most often due to norovirus-like illness, in the 2015-2016 season. Enteric outbreaks were most frequently reported in child care facilities, long-term care homes and retirement homes, and peaked in the winter months.

The number of non-influenza respiratory outbreaks was slightly higher in 2015-2016 compared to previous seasons in Waterloo Region, but still within what can be expected for a typical season.

The number of influenza outbreaks was similar in 2015-2016 compared to previous seasons in Waterloo Region. However, outbreaks were more frequently reported later in the season, which is reflective of the late peak in influenza activity experienced both locally and provincially this season.

Region of Waterloo Public Health follows up with child care centres, hospitals, residential/group homes, long-term care homes and retirement homes that have reported an outbreak to assist with and support outbreak management efforts. In addition, Region of Waterloo Public Health hosts infection control education forums for long-term care homes, retirement homes, and child care centres, and participates on committees and networks that address infection prevention and control issues in facility settings.

Conclusion

Infectious diseases have the potential to cause serious illness and can have community-wide implications. As such, Region of Waterloo Public Health undertakes a number of activities to prevent or reduce the burden of infectious diseases in the community. These activities include follow-up of all reportable disease cases and their contacts, as well as follow-up and management of outbreaks of infectious diseases. Prevention activities include inspections of food premises, recreational water, residential facilities, child care centres, and personal service settings, immunization programs and vector-borne control programs. Region of Waterloo Public Health also engages in a number of health promotion activities that target the general public, as well as more vulnerable group settings such as long-term care homes, hospitals, and child care centres.

The Infectious Diseases in Waterloo Region Surveillance Report for 2015 provides an update to the community on the local status of infectious diseases and the findings from this report will be used to inform and improve local public health programming in the prevention and transmission of reportable, infectious diseases in Waterloo Region.

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 provides information to meet the surveillance and population health assessment requirements of the Infectious Diseases Standard in the Ontario Public Health Standards

Corporate Strategic Plan:

The Infectious Diseases in Waterloo Region Surveillance Report contributes to the strategic objective 4.4 Promote and support health living and prevent disease and injury in the Healthy, Safe and Inclusive Communities focus area in the 2015-2018 Strategic Plan.

Financial Implications:

Activities related to Infectious Diseases programming are accomplished within the approved Public Health Department base budget for Public Health Mandatory Programs; the budgets are established by Regional Council (as the Board of Health). The majority of the programs are funded up to 75% by the province with the remainder (25%) funded by the local tax levy. To a lesser extent, there is some additional 100% provincial funding to allow for increased capacity in specific initiatives such as Safe Water, Safe Food and Outbreak Response.

Other Department Consultations/Concurrence:

Nil

Attachments

The full report is available online at:

http://chd.region.waterloo.on.ca/en/researchResourcesPublications/resources/W_R_InfectiousDiseaseReport_2016.pdf

Prepared By: Amy MacArthur, Epidemiologist, Epidemiology and Health Analytics

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



Report: PDL-CUL-16-09

Region of Waterloo

Planning, Development and Legislative Services

Cultural Services

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

Date: September 13, 2016 **File Code:** D25-01

Subject: **Doors Open Waterloo Region - Saturday September 17, 2016**

Recommendation:

For information.

Summary:

This year, Doors Open Waterloo Region (DOWR) will take place on Saturday, September 17, 2016 from 10:00 a.m. to 5:00 p.m. The 2016 event will have the highest number of participating sites in the 14-year history of the region-wide celebration of community architecture and heritage. Forty-eight (48) participating sites spread across Kitchener, Waterloo, Cambridge, and Woolwich Township will open their doors (see pages 2 and 3 of this report for a full list). Admission to all sites is free. Nineteen of these sites are related to the 2016 theme, "Into Science + Tech," which will allow the public to explore special places that have earned the region an international reputation as a hub of science and technology.

Initiatives and activities planned for the 2016 event include exclusive tours of Google's Kitchener-Waterloo Office, Shopify, and the Perimeter Institute for Theoretical Physics, as well as guided walks, special talks, demonstrations, musical performances, drama presentations, heritage displays, and programming for children.

Information about the participating sites is in the newly redesigned 2016 Event Guide and Map available at local museums, libraries, recreation and municipal facilities, and tourism offices. It will also be inserted in the Waterloo Region Record on Saturday, September 10, 2016 and circulated to 65,000 households.

Report:

The 14th annual Doors Open Waterloo Region (DOWR) event will take place on Saturday, September 17, 2016. Forty-eight (48) buildings of architectural and/or historical significance – many of which are normally not open to the public – will open their doors, including commercial, public, and private buildings. Admission to all sites is free. Over the past 14 years more than 130,000 visitors have had the opportunity to discover over 250 of the Region’s finest buildings and heritage sites.

Doors Open Waterloo Region (DOWR) is a local event connected to Doors Open Ontario, a Province-wide initiative of the Ontario Heritage Trust to celebrate community heritage. The aim of Doors Open Waterloo Region is to facilitate the understanding and enjoyment of local architecture and built heritage, to celebrate the community’s history, and to encourage partnerships between building owners, the business community, the cities and townships, the heritage community and community volunteers. This free event allows visitors access to properties that are either not usually open to the public, or would normally charge an entrance fee. The local Doors Open event was included in the Doors Open Ontario brochure, which has a circulation of 1.2 million copies annually, most of which are inserted in community newspapers province-wide.

The 2016 DOWR theme, “Into Science + Tech,” will allow the public to explore special places that have earned the region an international reputation as a hub of science and technology. Of the 48 participating sites, 24 are first time participants, and 19 are related to the science and tech theme. Special programming will take place at many of the sites, including exclusive tours of places such as Google’s Kitchener-Waterloo Office, Shopify, and the Perimeter Institute for Theoretical Physics, as well as guided walks, special talks, demonstrations, programming for children, musical performances, drama presentations, and heritage displays.

The 2016 participating Doors Open Waterloo Region sites include:

Kitchener

- Google Kitchener-Waterloo Office*
- Clearpath Robotics*
- Bridgit HQ*
- reebee*
- Square*
- Sweet Tooth*
- Mappedin HQ*
- 48 Ontario St. N. (“Birthplace of the Blues)
- Waterloo County Gaol & Governor’s House
- Former Waterloo County Courthouse

- St. Peter’s Evangelical Lutheran Church
- Trinity United Church
- Bread & Roses Co-op
- Joseph Schneider Haus
- Christie Digital Systems*
- MHBC Planning
- ACL Steel*

Waterloo

- Perimeter Institute for Theoretical Physics*
- The Mike & Ophelia Lazaridis Quantum-Nano Centre*

Waterloo cont.

- Shopify INC.*
- Sun Life Financial
- REEP House for Sustainable Living*
- Stantec Waterloo Region Office*
- Wilfrid Laurier University Science Building*
- The Coach House Therapeutic Centre
- Christ the Saviour Antiochian Orthodox Church
- Our Lady of Lourdes Roman Catholic Church
- Waterloo North Hydro*

Cambridge

- Conestoga Engineering & Information Technology Campus*
- Kathryn McGarry, MPP Office
- Greentec Inc.*
- St. Patrick's Roman Catholic Church
- Cambridge City Hall
- Cambridge Historic City Hall

- Fire Hall Museum & Education Centre
- Trinity Anglican Church
- Riverside Silk Mill / University of Waterloo School of Architecture in Cambridge
- Ferguson Cottage
- McDougall Cottage
- ACO (Architectural Conservancy Ontario) Cambridge Grand Avenue South Walking Tour

Woolwich

- Region of Waterloo International Airport Operations Centre*
- Stevanus Family Farm
- St. Jacobs Railway Museum
- West Montrose United Church & Cemetery
- West Montrose "Kissing Bridge" Heritage Walking Tour
- St. Boniface Roman Catholic Church & "Old Walled" Cemetery
- Edward Halter Home
- Maryhill Inn

* "Into Science + Tech" theme site

In August, 10,000 copies of the newly redesigned 2016 Event Guide and Map were distributed to local museums, libraries, recreation and municipal facilities, and tourism offices. Copies were also distributed at the August 18, 2016 meeting of Regional Council. This full colour, 12-page, tabloid-size handout shows all participating sites, with a description, picture and legend to special programming and events taking place at each location. Maps of the participating municipalities show the location of all Doors Open sites across the Region. GRT transit routes and anticipated road closures due to ION construction are also included to encourage people to use public transit.

The 2016 Event Guide and Map will be inserted in the Waterloo Region Record on Saturday, September 10, 2016 and circulated to 65,000 households.

To help promote DOWR and the various sites participating this year, the organizers would like to invite local Federal, Provincial, Regional and Municipal politicians to volunteer as social media reporters during the event on Saturday, September 17, 2016. More information about this opportunity was sent directly to Regional Councillors at the beginning of September.

Additional information and updates related to DOWR 2016, including access to a digital version of the Event Guide and Map, are available on the Region's website:

regionofwaterloo.ca/doorsopen.

Area Municipal Consultation/Coordination

Area Municipal staff is consulted each year concerning the selection of sites. Area Municipalities also promote the event through various channels.

Corporate Strategic Plan:

Doors Open Waterloo Region supports Strategic Objective 1.3, Enhance arts, culture and heritage opportunities to enrich the lives of residents and attract talent and visitors.

Financial Implications:

Doors Open is funded by the Region of Waterloo through the Planning, Development and Legislative Services Operating Budget and coordinated by Photographic Memory, a Waterloo-based heritage event management company. Media sponsorships are an important contribution to publicizing the event and in-kind contributions by The Record, the Cities of Waterloo, Kitchener, and Cambridge, and the Townships of Woolwich and Wellesley are gratefully acknowledged. Total funding by the Region in 2016 is approximately \$45,000 including \$6,000 in paid advertising. Additional in-kind sponsorship by local businesses and media sponsors is estimated at a value of \$75,000.

Other Department Consultations/Concurrence:

Nil.

Attachments:

Nil.

Prepared By: Lindsay Benjamin, Cultural Heritage Planner

Approved By: Debra Arnold, Acting Commissioner, Planning, Development and Legislative Services



Report: PDL-CUL-16-10

Region of Waterloo

Planning, Development and Legislative Services

Cultural Services

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

Date: September 13, 2016

File Code: R03-80(A)

Subject: Possible Expansion to Region of Waterloo Curatorial Centre

Recommendation:

That the Regional Municipality of Waterloo provide pre-budget approval of Capital Project 42046 – Curatorial Centre Storage Expansion in the amount of up to \$11.15 million, in order to support the grant application made to the Canada Cultural Spaces Fund, as set out in Reports PDL-CUL-16-10, dated September 13, 2016 and PDL-CUL-16-02 dated February 24, 2016 and that the foregoing is subject to the amount of the awarded grant being satisfactory to Regional Council;

And that Canada Cultural Spaces Fund, Department of Canadian Heritage be advised of this commitment.

Summary:

A proposed expansion to artifact storage at the Region of Waterloo Curatorial Centre is eligible for funding from Canada Cultural Spaces Fund (CCSF), Department of Canadian Heritage. As directed by Regional Council through Report No. PDL-CUL-16-02 dated February 24, 2016, staff has made application to CCSF seeking grant funding for eligible components of the project including architectural fees, construction, storage systems and related expenses.

Regional Council has approved the budget for the project in the 2016-2025 10 Year Capital Forecast, with this project commencing in 2017. The total project cost is \$11.15 million, with spending spread over 2017-2019 inclusive. The application to CCSF requests a contribution of \$4 million, or approximately 36%, of the total project costs. CCSF can fund up to 50% of a project, but typically CCSF grants are for lower dollar amounts.

Given the high value of the Region's request and the competition for CCSF funds, the Department of Canadian Heritage requires explicit confirmation from the Region that it is providing, at a minimum, matching funds for the project. They have advised that the application will not be able to proceed through their review process until Regional Council has approved funding for the project.

The CCSF Ontario region review panel is meeting the week of September 12, and the date of any future meetings is not known at this time. Pre-budget approval of this project will not guarantee funding from CCSF but will facilitate the Region's application continuing through the review process. In the event that a grant is awarded, staff will provide a further Report to Council for its consideration in connection with this project.

Report:

The Region's museums care for more than 53,000 objects, plus an estimated one million objects excavated from archaeological sites in Waterloo Region. Artifact storage at Joseph Schneider Haus is past capacity, and any additions to the collection must be limited in number and size. The Region of Waterloo Curatorial Centre located on the Waterloo Region Museum campus is estimated to be at 90% of the available 20,000 square feet capacity, and potential new acquisitions are being carefully screened. The proposed expansion of the Curatorial Centre will address these needs, and has been included in the 10 Year Capital Forecast since 2009.

The expansion is eligible for funding from the Canada Cultural Spaces Fund (CCSF), Department of Canadian Heritage. In March 2016 (Report No. PDL-CUL-16-02), Regional Council directed staff to initiate an application to the CCSF for submission in 2016, seeking funding for architectural fees, construction, storage systems and related expenses.

There is no application deadline for CCSF and applications are accepted on an ongoing basis. However, as part of the Government of Canada's investment in infrastructure, Budget 2016 earmarked \$168.2 million over two years for the CCSF and as a result, the Department of Canadian Heritage, Ontario Region, issued a specific call for applications to CCSF in May. Organizations were encouraged to apply by June 30, 2016, since the majority of the additional funds will be allocated early in the two-year period. The Region's application for the Curatorial Centre expansion was submitted on June 27, 2016

Given the high value of the Region's request and the competition for CCSF funds, the Department of Canadian Heritage advised Regional staff on August 18 that explicit confirmation is required from the Region that it is providing, at a minimum, matching funds for the project, or the application will not be able to proceed to further review.

Grant applications are reviewed by regional and national review panels of the Department of Canadian Heritage. The regional grant review panel will be meeting the

week of September 12, followed by the national review panel later in the month. It is not known at this time when the next set of regional and national review panel meetings will be held.

Pre-budget approval of this project will not guarantee funding from CCSF but it will facilitate the Region's application continuing through the Department of Canadian Heritage grant review process. In the event that a grant is awarded, staff will provide a further Report to Council for its consideration in connection with this project.

Area Municipal Consultation/Coordination

Regional staff consult regularly with staff at museums, galleries and archives owned and operated by the Area Municipalities regarding collections management and development.

Corporate Strategic Plan:

Supporting initiatives that enhance arts, culture and heritage opportunities to enrich the lives of residents and attract talent and visitors are directly related to a Thriving Economy.

Financial Implications:

The 2016 approved 10 year Capital budget includes \$11.15 million for Curatorial Centre Storage Expansion (Project 42046) commencing in 2017, to be funded from debentures. Any grant amount received from CCSF would directly reduce the amount to be debentured.

Operating costs are anticipated to increase by \$1.38 million mainly due to debt servicing costs, utilities and building maintenance. There is no planned increase in staffing.

Other Department Consultations/Concurrence:

Corporate Services, Facilities Management led the schematic design and preliminary cost estimating process for the proposed expansion of the Region of Waterloo Curatorial Centre. Subject to Council approval, Facilities Management would oversee implementation of the construction project.

Attachments

Nil.

Prepared By: Tom Reitz, Manager/Curator Region of Waterloo Museums

Approved By: Deb Arnold, Acting Commissioner, Planning, Development and Legislative Services

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