



The Regional Municipality of Durham

Finance & Administration Committee Agenda

Council Chambers
Regional Headquarters Building
605 Rossland Road East, Whitby

Tuesday, April 12, 2022

9:30 AM

Please note: In an effort to help mitigate the spread of COVID-19, and to generally comply with the directions from the Government of Ontario, it is requested in the strongest terms that Members participate in the meeting electronically. Regional Headquarters is closed to the public, all members of the public may [view the Committee meeting](#) via live streaming, instead of attending the meeting in person. If you wish to register as a delegate regarding an agenda item, you may register in advance of the meeting by noon on the day prior to the meeting by emailing delegations@durham.ca and will be provided with the details to delegate electronically.

1. Roll Call

2. Declarations of Interest

3. Adoption of Minutes

A) Finance & Administration Committee meeting – March 8, 2022 Pages 4 - 10

4. Statutory Public Meetings

There are no statutory public meetings

5. Delegations

There are no delegations

6. Presentations

There are no presentations

7. Administration

7.1 Correspondence

- A) Correspondence from the Town of Ajax re: Resolution passed at their Council meeting held on February 28, 2022, in support of Bill C-229, the Banning Symbols of Hate Act 11 - 12

Pulled from March 4, 2022 Council Information Package by Councillor Collier

Recommendation: Receive for information

- B) Correspondence from the Town of Ajax re: Resolution passed at their Council meeting held on February 28, 2022, in support of the NCCM Anti-Islamophobia Municipal Recommendations 13 - 14

Pulled from March 4, 2022 Council Information Package by Councillor Collier

Recommendation: Receive for information

7.2 Reports

- A) The Regional Municipality of Durham 2022-2025 Multi-Year Accessibility Plan (2022-A-7) 15 - 46
- B) Community Member Appointment to the Durham Regional Police Services Board (2022-A-8) 47 - 54
- C) Durham Region Anti-Racism Taskforce 2022 Workplan (2022-A-9) 55 - 59
- D) Council Approval of Procedures for Electronic Participation at Committee and Regional Council (2022-A-10) 60 - 67
- E) Policy regarding Appointments to Conservation Authorities (2022-A-11) 68 - 73
- F) Appointment of Regional Clerk for the Regional Municipality of Durham (2022-A-12) 74 - 76

8. Finance

8.1 Correspondence

8.2 Reports

There are no Finance Reports to be considered

9. Advisory Committee Resolutions

9.1 Durham Region Anti-Racism Taskforce

A) DRART Letter of Support for Racialized Ukrainian Immigrants

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Recommendation: Approval and subsequent recommendation to Regional Council

10. Confidential Matters

There are no confidential matters to be considered

11. Other Business

12. Date of Next Meeting

Tuesday, May 10, 2022 at 9:30 AM

13. Adjournment

Notice regarding collection, use and disclosure of personal information:

Written information (either paper or electronic) that you send to Durham Regional Council or Committees, including home address, phone numbers and email addresses, will become part of the public record. This also includes oral submissions at meetings. If you have any questions about the collection of information, please contact the Regional Clerk/Director of Legislative Services.

The Regional Municipality of Durham

MINUTES

FINANCE & ADMINISTRATION COMMITTEE

Tuesday, March 8, 2022

A regular meeting of the Finance & Administration Committee was held on Tuesday, March 8, 2022 in the Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby, Ontario at 9:30 AM. Electronic participation was offered for this meeting.

1. Roll Call

Present: Councillor Foster, Chair
Councillor Collier, Vice-Chair
Councillor Ashe
Councillor Drew
Councillor Leahy
Councillor Mulcahy
Councillor Nicholson
Regional Chair Henry
***all members of Committee participated electronically**

Also
Present: Councillor Dies
Councillor Hight
Councillor Smith
Councillor Wotten

Staff
Present: E. Baxter-Trahair, Chief Administrative Officer
D. Beaton, Commissioner of Corporate Services
N. Taylor, Commissioner of Finance
M. Barta, Systems Support Specialist, Corporate Services - IT
B. Bridgeman, Commissioner of Planning and Economic Development
T. Fraser, Committee Clerk, Corporate Services – Legislative Services
W. Holmes, General Manager, DRT
J. Hunt, Regional Solicitor/Director of Legal Services, Corporate Services – Legal
R. Inacio, Systems Support Specialist, Corporate Services - IT
L. Fleury, Legislative Officer and Deputy Clerk Pro Tem, Corporate Services – Legislative Services

2. Declarations of Interest

There were no declarations of interest made.

3. Adoption of Minutes

Moved by Regional Chair Henry, Seconded by Councillor Drew,
(22) That the minutes of the regular Finance & Administration Committee
meeting held on Tuesday, February 8, 2022, be adopted.

CARRIED

4. Statutory Public Meetings

There were no statutory public meetings.

5. Delegations

5.1 Jim Cushnie, Port Perry resident, re: Durham Region Water Bill

Jim Cushnie appeared before the Committee with respect to his water bill.

J. Cushnie advised that he received a bill for \$4,468 for a 3-month period which was 22 times higher than the average 3 month bill. J. Cushnie questioned how that amount of water could go unnoticed and stated that it would be equivalent to running the kitchen tap on full for 5.5 months. J. Cushnie added that there were contractors at the residence completing plumbing work during the time period in question and none of them spotted a leak or meter flag.

J. Cushnie stated that the process for appealing the bill was one-sided and required the establishment of a payment plan, which made it feel like the outcome was already decided. J. Cushnie added that there was a small leak in the water softener, that was repaired within two weeks of being discovered which would not cause that much water loss.

J. Cushnie advised that the water meter was tested after it was suggested by the Region. He was charged for the test, but the charges were reversed after it was confirmed that he was advised there would be no charge for the test.

Moved by Councillor Drew, Seconded by Regional Chair Henry,
(23) That Jim Cushnie be granted a one-time two minute extension to finish
his delegation.

CARRIED

J. Cushnie stated that the high water bill is inconceivable, and that he has felt pressured into paying based on standard practices. J. Cushnie asked for a resolution and felt that the \$285 that has been paid is more than enough to cover the small leak with the water softener.

J. Cushnie responded to questions of the Committee.

In response to questions from the Committee, N. Taylor provided additional information with respect to potential causes for high water bills and confirmed that the meter was tested. She added that the payment term for J. Cushnie could be extended.

Moved by Councillor Collier, Seconded by Councillor Mulcahy,
(24) That the delegation from J. Cushnie, Port Perry resident, regarding
Durham Region Water Bill be received for information.

CARRIED

6. Presentations

There were no presentations to be heard.

7. Administration

7.1 Correspondence

7.2 Reports

- A) Extension of Agreement for the Acquisition of Annual Updated Orthophotography with the Related Digital Terrain Model (DTM) and Infrared Red Band via a Primary Subscriber License Agreement with First Base Solutions Inc. (2022-A-2)

Report #2022-A-2 from D. Beaton, Commissioner of Corporate Services, was received.

Moved by Councillor Drew, Seconded by Councillor Ashe,
(25) That we recommend to Council:

- A) That a five-year, sole source, Primary Subscriber License Agreement for annual orthophotography with the related Digital Terrain Model (DTM) and infrared band data with First Base Solutions Inc. be extended and approved, at a cost of \$688,261 (before applicable taxes) for the period 2022 – 20226, and the biennial update of the existing Durham Walking Network at a cost of \$22,179 (before applicable taxes) for the years 2023 and 2025 be approved;
- B) That the annual fees for the licensing subscription during the term of the agreement be funded from the Corporate Services – Information Technology annual operating budget;
- C) That the biennial fees for the Durham Walking Network update during the term of the agreement be funded from the Planning and Economic Development – Planning Division annual operating budget; and

- D) That the Commissioner of Finance be authorized to execute the Primary Subscriber License Agreement and any related documentation between First Base Solutions Inc. and the Region.

CARRIED

- B) First Meeting of Regional Council Following the 2022 Municipal Elections and the 2022 to 2026 Regular Meeting Schedule of Regional Council and Standing Committees (2022-A-3)
-

Report #2022-A-3 from D. Beaton, Commissioner of Corporate Services, was received.

Moved by Councillor Mulcahy, Seconded by Councillor Leahy,
(26) That we recommend to Council:

- A) That the Regional Clerk be directed to prepare a by-law to provide for the First Meeting of Regional Council to be held on Wednesday, November 30, 2022 at 10:00 a.m. in the Council Chambers, Regional Headquarters Building, Whitby;
- B) That the monthly Regional Council and Standing Committee meeting schedule outlined in Section 5.1 of Report #2022-A-3 of the Commissioner of Corporate Services be adopted for the 2022 to 2026 term of Council; and
- C) That a copy of Report #2022-A-3 be forwarded to the Clerks of the Area Municipalities for their information.

CARRIED

- C) The Regional Municipality of Durham's Accessibility Advisory Committee's 2021 Annual Report and 2022 Workplan (2022-A-4)
-

Report #2022-A-4 from E. Baxter-Trahair, Chief Administrative Officer, was received.

Moved by Councillor Ashe, Seconded by Councillor Leahy,
(27) That we recommend to Council:

- A) That Report #2022-A-4 of the Chief Administrative Officer be received for information as the Regional Municipality of Durham's Accessibility Advisory Committee's 2021 Annual Report; and
- B) That the Regional Municipality of Durham's Accessibility Advisory Committee's 2022 Workplan be approved.

CARRIED

8. Finance

8.1 Correspondence

8.2 Reports

A) Authorization to Undertake a Comprehensive Review and Passage of a New Regional Residential and Non-residential Development Charge By-law (2022-F-9)

Report #2022-F-9 from N. Taylor, Commissioner of Finance, was received.

Moved by Councillor Nicholson, Seconded by Councillor Leahy,
(28) That we recommend to Council:

- A) That a comprehensive review and passage of a new Regional Residential and Non-residential Development Charge By-law, including the related policies, be undertaken for consideration in the spring of 2023, as required by legislation;
- B) That the following outside consulting and legal services be retained, at an estimated cost not to exceed \$300,000, to provide technical expertise with the preparation of the Regional Residential and Non-residential Development Charge By-law and Background Study as follows:
 - i. The consulting firm of Watson & Associates Economists Ltd. be retained to assist with the development of the Regional Residential and Non-residential Development Charge Background Study, including the residential and non-residential planning forecasts and policy framework;
 - ii. The legal firm of WeirFoulds LLP be retained to prepare the new Regional Residential and Non-residential Development Charge By-law, ensuring the new by-law complies with the requirements of the Development Charges Act;
 - iii. That consulting services be retained to assist Regional staff in the development of detailed capital cost estimates and related supporting analysis for the long-term roads, water supply and sanitary sewerage capital forecast;

C) That the cost of this external consulting and legal services expenditures in the estimated amount of up to \$300,000 be financed as follows:

Development Charge Studies Reserve Fund	\$205,800	68.6%
Property Taxes	47,100	15.7%
Water and Sewer User Revenue	<u>47,100</u>	15.7%
Total	<u>\$300,000</u>	

With the property tax and water and sewer user revenue portions to be funded at the discretion of the Commissioner of Finance; and

D) That the Commissioner of Finance be authorized to execute the necessary agreements.

CARRIED

- B) The Remuneration and Expenses in 2021 of Members of Regional Council and Regional Council Appointees to Local Boards, as Required by Section 284(1) of the Municipal Act, 2011, S.O. 2001, c. 25 (2022-F-10)

Report #2022-F-10 from N. Taylor, Commissioner of Finance, was received.

Moved by Councillor Leahy, Seconded by Councillor Ashe,
(29) That we recommend to Council:

That Report #2022-F-10 of the Commissioner of Finance be received for information.

CARRIED

9. Advisory Committee Resolutions

There were no advisory committee resolutions to be considered.

10. Confidential Matters

There were no confidential matters to be considered.

11. Other Business

11.1 Timing for the Comprehensive Review and Passage of a New Regional Residential and Non-residential Development Charge By-law

Councillor Ashe asked what the timeframe was for the Development Charge review and passing of a new by-law. N. Taylor advised that the process starts immediately, information will be presented to Council in the spring of 2023 and the new By-law will be considered in July 2023.

12. Date of Next Meeting

The next regularly scheduled Finance & Administration Committee meeting will be held on Tuesday, April 12, 2022 at 9:30 AM in Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby.

13. Adjournment

Moved by Councillor Leahy, Seconded by Regional Chair Henry,
(30) That the meeting be adjourned.

CARRIED

The meeting adjourned at 9:58 AM


Respectfully submitted,

A. Foster, Chair

L. Fleury, Legislative Officer



The Rt. Hon. Justin Trudeau
Prime Minister of Canada
Office of the Prime Minister
80 Wellington Street
Ottawa, ON K1A 0A2
justin.trudeau@parl.gc.ca

 Corporate Services Department Legislative Services Division	
Date & Time Received:	March 02, 2022 1:27 pm
Original To:	CIP
Copies To:	
Take Appropriate Action <input type="checkbox"/> File <input type="checkbox"/>	
Notes/Comments:	

Sent by E-Mail

March 1, 2022

Re: Support for Bill C-229, the Banning Symbols of Hate Act

The following resolution was passed by Ajax Town Council at its meeting held on February 28, 2022:

WHEREAS the use of hate symbols is on the rise in Canada, most recently seen at the convoy protests in downtown Ottawa. These overt displays of hate, violence, and intimidation destabilize the inclusive fabric of our community and have no place in our country;

AND WHEREAS the Town of Ajax recognizes the discrimination and systemic hatred, violence, and injustices experienced by underrepresented communities who are targeted because of their identity (e.g. racialized, persons of colour, religious beliefs, sexual orientation, gender, unidentifiable/identifiable disabilities, etc.);

AND WHEREAS Section 319 of the Criminal Code makes it an offence to publicly incite or willfully promote hatred, and private member’s Bill C-229 would amend Section 319 to address growing violence and hatred within Canadian communities by banning symbols, emblems, flags and uniforms used to promote or incite hatred and violence, such as the Nazi swastika and the Ku Klux Klan’s insignia;

AND WHEREAS Bill C-229 is an opportunity to make all Canadians feel safer in the communities that they live;

NOW THEREFORE BE IT RESOLVED THAT:

1. Ajax Council endorses Bill C-229, an Act to Amend the Criminal Code (banning symbols of hate); and
2. A copy of this resolution be forwarded to the Right Honourable Justin Trudeau, Prime Minister of Canada, the Honourable Mark Holland, MP for Ajax, Federal Leaders of the Opposition, Peter Julian, MP for New Westminster – Burnaby and C-229 bill sponsor, the Ajax Provincial Constituency Office, the Regional Municipality of Durham and lower-tier municipalities in Durham Region, and the Ontario Big City Mayors.

If you require further information please contact me at 905-619-2529 ext. 3342 or alexander.harras@ajax.ca.

Sincerely,

A handwritten signature in blue ink, appearing to be 'AH' with a long horizontal stroke extending to the right.

Alexander Harras
Manager of Legislative Services/Deputy Clerk


Copy: Mayor S. Collier
Councillor A. Khan
Hon. Mark Holland, MP for Ajax
Federal Leaders of the Opposition
Peter Julian, MP for New Westminster – Burnaby and Bill C-229 sponsor
Ajax Provincial Constituency Office
Region of Durham
All Durham Region municipalities
Ontario's Big City Mayors



Mayor Jeff Lehman, Chair
Ontario's Big City Mayors
info@ontariobigcitymayors.ca

Sent by E-Mail

March 1, 2022

 Corporate Services Department Legislative Services Division	
Date & Time Received:	March 02, 2022 1:30 pm
Original To:	CIP
Copies To:	
Take Appropriate Action	<input type="checkbox"/> File <input type="checkbox"/>
Notes/Comments:	

Re: Support of the NCCM Anti-Islamophobia Municipal Recommendations

The following resolution was passed by Ajax Town Council at its meeting held on February 28, 2022:

WHEREAS in 2019 the Province of Quebec enacted Bill 21 (an act respecting the laicity of the state) which prohibits public servants from wearing religious symbols in the exercise of their public service functions, including turbans, hijabs, yarmulke, the cross, and many others;

AND WHEREAS the Town of Ajax has a racialized majority of 56% and strives to create more positive spaces, policies and programming to help celebrate diversity, inclusion and equality regardless of a person's race, ancestry, place of origin, colour, ethnic origin, disability, citizenship, creed, sex, sexual orientation, gender identity, age, marital status, religion, literacy, language and/or socioeconomic status, etc.;

AND WHEREAS Bill 21 is a divisive law that perpetuates exclusion, discrimination, and class division by increasing systematic barriers to employment;

AND WHEREAS the National Council of Canadian Muslims (NCCM) presented the following recommendations for municipalities at the 2021 National Summit on Islamophobia:

1. Pass municipal street harassment bylaws that are proportional and constitutional, such as the approach now being adopted in Edmonton after an NCCM initiative. Bylaws should also address clearly hateful verbal assaults and give authorities the ability to ticket and fine when necessary.
2. Municipalities provide dedicated funding for local community-based anti-Islamophobia initiatives.
3. Mayors should build Anti-Islamophobia Advisory Councils/Circles while ensuring that there is appropriate representation of diverse local Muslim communities.
4. Municipalities dedicate specific funding for anti-Islamophobia public awareness campaigns.
5. Invest in celebrating the history of local Canadian Muslims and initiatives through a concrete program that brings these figures and names to the forefront of local-level recognition. Municipalities should fund events and spaces where their accomplishments are celebrated in a way that clearly shows that Muslims have made real contributions to Canadian society and are far from the violent caricatures that constantly make the news.

6. Redirect funding towards alternative measures to policing in municipal budgets.
7. Develop models for training young Muslim leaders for the future such as the Youth Fellowship program in Toronto;

AND WHEREAS on January 26, 2022, City of Brampton Council endorsed a motion for consideration by the Federation of Canadian Municipalities (FCM) Board that the FCM:

1. condemns hate and racism in all its forms, including Islamophobia;
2. endorses the municipal recommendations to address Islamophobia advanced by the NCCM;
3. recommends that members also endorse the NCCM's recommendations within one calendar year; and
4. calls on the federal government to consult municipalities in the process of establishing an Office of the Special Representative to address Islamophobia;

NOW THEREFORE BE IT RESOLVED THAT:

1. Ajax Council endorse the municipal recommendations as prepared by the NCCM for the National Summit on Islamophobia;
2. Ajax Council requests the FCM to enact the anti-Islamophobia recommendations proposed by Brampton Council; and
3. That a copy of this Resolution be sent to the Ontario Big City Mayors, the Honourable Mark Holland, MP for Ajax, the Ajax Provincial Constituency Office, the Regional Municipality of Durham and lower-tier municipalities in Durham Region, the City of Brampton, and the NCCM.

If you require further information please contact me at 905-619-2529 ext. 3342 or alexander.harras@ajax.ca.

Sincerely,



Alexander Harras
Manager of Legislative Services/Deputy Clerk

Copy: Regional Councillor S. Lee
Councillor A. Khan
Hon. Mark Holland, MP for Ajax
Ajax Provincial Constituency Office
Region of Durham
All Durham Region municipalities
City of Brampton
National Council of Canadian Muslims



The Regional Municipality of Durham Report

To: Finance and Administration Committee
From: Chief Administrative Officer
Report: #2022-A-7
Date: April 12, 2022

Subject:

The Regional Municipality of Durham 2022-2025 Multi-Year Accessibility Plan

Recommendation:

That the Finance and Administration Committee recommends to Regional Council:

That the Regional Municipality of Durham 2022-2025 Multi-Year Accessibility Plan be received for information.

Report:

1. Purpose

1.1 The purpose of this report is to present the 2022-2025 Multi-Year Accessibility Plan to the Finance and Administration Committee.

2. Background

2.1 In June 2005, the Ontario Legislature passed the Accessibility for Ontarians with Disabilities Act, 2005 (AODA). The AODA builds on the previous Ontarians with Disabilities Act, 2001, and both acts are still in effect.

2.2 Provincial and municipal governments and key broader public-sector organizations are required to establish a multi-year accessibility plan which outlines the organization's strategy to prevent and remove barriers to people with disabilities. These plans are to be reviewed and updated at least once every five years. In addition, the organization must prepare an annual status report on the progress of measures taken to implement this strategy. All accessibility reports and plans must be made available to the public.

3. Process

- 3.1 The attached plan reviews the progress made on actions indicated up to the 2021 Accessibility Report and actions moving forward as outlined in this 2022-2025 multi-year plan. This progress includes removal and prevention of barriers related to attitudes, technology, policies, and procedures as well as those involving physical accessibility to buildings, services, and transportation.
- 3.2 The Chief Administrative Officer's office led the plan's development, in consultation with representatives from each regional department and the Accessibility Advisory Committee. The staff working group has worked with internal departments to prepare updates for the multi-year plan.

4. Next Steps

- 4.1 After Regional Council receives for information the 2022-2025 Multi-Year Accessibility Plan it will be made available to the public. In addition, the Plan will be posted to the regional website. It should also be noted that the Plan will be made available in accessible formats upon request.

5. Attachments

Attachment #1: The Regional Municipality of Durham 2022-2025 Multi-Year Accessibility Plan

Recommended for Presentation to Committee

Original Signed By

Elaine C. Baxter-Trahair
Chief Administrative Officer



The Regional Municipality of Durham 2022-2025 Multi-Year Accessibility Plan

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If you require this information in an accessible format,
please contact the Accessibility Coordinator at
accessibility@durham.ca
Or 905-668-4113 extension 2009.



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Message from Regional Chair John Henry and Chief Administrative Officer Elaine Baxter-Trahair

We are pleased to present our 2022-2025 Multi-Year Accessibility Plan. This plan for Durham Region celebrates the accomplishments of the last few years and outlines efforts that will continue into 2025.

As in every other area of life, the global pandemic has left its mark on Regional projects over the past two years. Some projects were delayed due to lockdowns, while others were deferred as a result of closed borders. One example was Durham Region Transit's autonomous-electric vehicle pilot project, which finally launched in August 2021. We look forward to learning how this innovative transit vehicle and service can support accessible mobility.

On a more positive note, the pandemic accelerated projects and practices that should provide important benefits for many people with disabilities. The need for staff to work from home, and for the Region to serve customers remotely, drove remarkable change in a short period of time.

Job interviews and training quickly shifted online. Our customer service modernization project—myDurham 311—took on a heightened priority. It strives to offer customers a single point of contact with consistent, seamless service, regardless of the method or device used to reach us.

Plus, the stresses of the pandemic placed an enhanced focus on mental health, which was long overdue. Maintaining this momentum and refining these changes to ensure and expand accessibility will be essential.

Over the next four years, we will continue to train staff on accessible services and document creation, while striving to keep our websites accessible, despite rapidly changing technology.

Work is ongoing to ensure that Regional employment practices, from recruiting to employment and beyond, are inclusive, providing the tools and accommodations that allow job candidates and our staff to excel. Regional facility projects, such as the Workplace Modernization Project, will transform Regional Headquarters over the next few years. These are being designed for barrier free access. And, we will keep on innovating and refining transit to meet the needs of our community.

This iteration of our plan takes us through to 2025, when, in accordance with the Accessibility for Ontarians with Disabilities Act, 2005 (AODA) Ontario must be counting down to ensure full accessibility. While significant progress has occurred since the Act was proclaimed, those of us who have been working toward full accessibility for the past 15 years understand that the effort will not end in 2025.

Improving accessibility of our services, programs and facilities is central to the Region's 2020-2024 strategic plan, which aims to "build a healthy, inclusive, age friendly community where everyone feels a sense of belonging" and prioritizes service excellence. Our recent community accessibility survey provided valuable feedback on how we are doing and insights into issues that still need work.

We will continue to reach out to the community and rely on great advice from our Accessibility Advisory Committee²⁰ to support our ongoing accessibility efforts with this plan.

Yours truly,

John Henry

Regional Chair and Chief Executive Officer

Elaine C. Baxter - Trahair

Chief Administrative Officer



About Durham Region

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Durham Region has a population of more than 700,000 residents; expected to grow to more than one million by 2041. According to Statistics Canada, about 22 per cent of Canadians identified as having at least one disability. This means about 6.2 million people in Canada or about 154,000 in Durham Region.

The Region covers a vast land area of 2,390 square kilometres (1,000 square miles), including both urban and rural settings. Citizens within Durham Region are serviced by eight area municipal governments and The Regional Municipality of Durham.

The Region is governed by a council, consisting of a Regional Chair and 28 elected members. The Regional Chair is the head of Regional Council and Chief Executive Officer of the corporation. The Chief Administrative Officer is the most senior staff person in the Region of Durham. She reports to Regional Council and works closely with the Regional Chair.

The Region provides services and programs that are delivered across wide areas and require large-scale coordination. Through various departments, the Region is responsible for:

- 9-1-1 management.
- Borrowing of money for capital expenditures of upper- and lower-tier municipalities.
- Childcare centres, nursery school programs and Durham Behaviour Management Services (children).
- Delegated authority for local area Municipal Official Plans and Amendments.
- Durham Regional Official Plan and implementation.
- Economic development and tourism.
- Emergency management.
- Family counselling.
- Industrial, commercial, and residential development approvals.
- Land ambulance services.
- Land Division Consent applications.
- Long-term care and services for seniors.
- Municipal water supply, treatment, distribution, and billing.
- Ontario Works programs and services.
- Police services.
- Property tax policy.
- Provincial Offences Court, prosecution services, administration, and collection of fines.
- Public Health programs and services.
- Regional roads, bridges and traffic signals and controls.

Accessibility for Ontarians with Disabilities Act, 2005 (AODA)

The purpose of the Accessibility for Ontarians with Disabilities Act, 2005 (AODA) is to address discrimination against persons with disabilities in Ontario. The Act involves accessibility standards that have been developed to be implemented and enforced, throughout public and private sectors. The AODA specifies that accessibility will be addressed in areas of goods, services, facilities, accommodation, employment, buildings, structures, and premises by the year 2025. The following standards will all be addressed in this Plan.

Accessibility standards

Integrated Accessibility Standards Regulations (IASR)

- **Customer Service:** Provide accessible customer service to people with disabilities.
- **Information and Communications:** Create, provide, and receive information and communications in ways that are accessible to people with disabilities.
- **Employment:** Incorporate accessibility practices across all stages of employment.
- **Transportation:** Make it easier to move around through accessible public transportation services.
- **Design of Public Space:** Make public spaces more accessible.

Our organization is committed to fulfilling our requirements under the AODA. This accessibility plan outlines the steps the Regional Municipality of Durham is taking to meet those requirements and to improve opportunities for people with disabilities along with its role in making Ontario an accessible province for all.

Statement of Organizational Commitment

The Plan outlines the long-term strategies that Durham Region will implement to achieve legislated accessibility requirements, while being committed to ensuring accessibility for persons with disabilities throughout its programs, services and facilities. The Accessibility Policy outlines that accessibility shall be addressed in a manner that:

- Upholds the principles of dignity and independence.
- Strives to provide integrated services.
- Provides equal opportunity.

The 2022-2025 Multi-Year Plan builds off the success of Regional Council's direction with the previous 2016-2021 Plan.



Accessibility planning supports Durham Region's Strategic Plan and Regional Commitments

The Region uses strategic planning initiatives to create programs and deliver services that meet the needs of our growing population and an increasingly diverse community.

Accessibility planning in Durham includes the requirements of the AODA and supports the Region's strategic direction and long-term goals. Creating a community that is inclusive and accessible for everyone links with the goals set out in the following regional strategies and policies:

- The 2020-2024 Durham Region Strategic Plan. Connect. Grow. Succeed.
 - Goal 2: Community Vitality:
 - 2.5 Build a healthy, inclusive, age-friendly community where everyone feels a sense of belonging.
- Accessibility Policy
- Regional Commitment to Accessibility



Alignment with Regional Diversity, Equity and Inclusion Initiatives

The Region is developing a Diversity, Equity, and Inclusion (DEI) Strategy to foster safe, fair, respectful and inclusive communities and set measurable goals to evaluate our progress. A core component of the Strategy is accessibility; ensuring staff of all abilities are valued and supported and that regional programs and services are available and accessible to all. The DEI Strategy aims to embed a DEI and accessibility focus into all departments- from frontline staff to senior leadership.

In addition to employing dedicated accessibility-focused staff, the Region has convened a Disabilities Working Group to address the needs of employees and community members with disabilities.

The Region is committed to building our partnerships with community service organizations with an accessibility mandate. We will continue to work with the Abilities Centre to deliver targeted programming and community events and continue our partnership with Ready, Willing and Able to enrich our workforce through inclusive recruitment of experienced, talented, and skilled staff.

Durham Accessibility Advisory Committee

Each local municipality also has its own multi-year accessibility plan and Accessibility Advisory Committee (AAC), as required by the AODA.

The Durham Accessibility Advisory Committee (AAC) advises Regional Council about accessibility initiatives that the Region is responsible for to ensure a barrier-free region.

Committee members are comprised from the eight local municipalities and are a dedicated group of individuals. The committee members represent diverse backgrounds and abilities. This allows many perspectives and experiences to improve accessibility for Durham Region residents.

The Durham AAC and Regional employees are committed to identifying, removing, and preventing barriers through accessibility planning.

This updated Multi-Year Accessibility Plan builds on the accomplishments of Durham Region's previous accessibility plans and activities to implement the Standards outlined in the Accessibility for Ontarians with Disabilities Act (AODA).

Our Region is enhanced when input comes from people of all abilities. The invaluable support and advice from the Durham AAC, is appreciated to continue the work needed to help chart the path of creating an accessible Ontario by 2025.

The Accessibility for Ontarians with Disabilities Act progress to date

The Accessibility for Ontarians with Disabilities Act (AODA) sets out accessibility requirements that an organization must meet in the areas of customer service, information and communications, employment, transportation, and the design of public spaces.

The following outlines the AODA requirements by the year achieved:

2010

- Met all requirements of the Accessibility Standards for Customer Service including:
 - The Accessibility Policy, which outlines the Customer Service mandate.
 - Training of all employees, students and volunteers is ongoing.

2011

- Incorporated specific accessibility criteria for Durham Region Transit (DRT), as required for 2011.

2012

- Emergency and public safety information offered in an accessible format, upon request.
- Emergency response plan forms developed for employees with temporary and permanent disabilities.
- Incorporated specific accessibility criteria for Durham Region Transit, Specialized Services as required for 2012.

2013

- Established a corporate Accessibility Policy to guide the Region's accessibility direction.
- Created a multi-year accessibility plan that outlines strategies to achieve AODA requirements; and improve accessibility within programs, services and facilities.
- Incorporated accessibility design, criteria and features in the procurement process for new goods, services and facilities.
- Incorporated specific accessibility criteria into DRT and Specialized Services, as required for 2013.

2014

- Trained employees, volunteers, and contractors on the requirements of the AODA's Integrated Accessibility Standards Regulation and Ontario's Human Rights Code, as it pertains to people with disabilities.
- Ensured processes for receiving and responding to feedback continue to be accessible to people with disabilities by providing accessible formats or communication supports upon request.
- Developed and documented accessible employment practice and policies across all stages of the employment life cycle.
- Incorporated specific accessibility criteria into Durham Region Transit and Specialized Services as required for 2014.

2015

- Provided accessible formats and communication support when requested by employees and members of the public.

2016

- Incorporated the requirements of the Design of Public Spaces Standard into future capital projects.

2017

- Implemented pre-boarding and on-board announcements.
- Fare parity throughout Durham Region Transit services.
- Provide same hours of operation for conventional and specialized transportation services.

2021

- All existing Durham Region websites and web content conform to the Web Content Accessibility Guidelines 2.0 Level AA.

A close-up photograph of a person's hands holding a small, white, rectangular card. The card is held horizontally and features the text "Your feedback matters!" written in a dark blue, sans-serif font. The background is a blurred, textured surface, possibly a piece of fabric or a wall. The top of the image is partially obscured by a blue graphic overlay.

Your feedback
matters!

What we heard

Feedback was gathered through the on-line multi-year plan survey, along with input received through emails and phone calls from accessibility advisory committee members around Durham Region, agencies who support people with disabilities, family members sharing their experiences and the general public. Below is a summary of what was heard from the public and regional staff—categorized in each standard and outlined in the ranking order of importance—as indicated in participants’ responses.

Information and Communication Standard

The information and communication standard was ranked as the most important when asked throughout the consultation process. The Region of Durham has made great improvements in the way communication and information is provided to the public. COVID-19 has amplified the need to have information and communication accessible to everyone. There are always opportunities to improve and receive feedback to assist in the Region’s planning.

- Communication is vital to ensuring that people know where, and how, to find the services they require.
- During the pandemic, many residents accessed current information—on such topics as vaccine updates, registration for vaccine doses and statistics kept about the pandemic—by visiting the Durham.ca website.
- Members of the deaf community expressed that having options to communicate with the Region, other than by phone, is crucial to meeting their needs. Having email addresses, chat functions on the website, TTY (teletypewriter) availability is important when buildings are closed for in-person interaction.
- Communicate information about the Region’s programs and services in different ways and through multiple channels.
- For the Region to understand the unique needs of those accessing services, staff education must continue to ensure we are doing our part to address the needs of diverse residents.

Transportation Standard

The transportation standard was ranked as second in importance by the participants. The following information about this standard was shared by them:

- Even when buildings and information are accessible, if you can't get to the buildings then that is a huge barrier.
- Continuous planning is needed to ensure that routes and placement of stops are within a reasonable walking distance for those using the conventional buses.
- Consistency in the processes for riders who plan cross border travel within other transit partners, such as Metrolinx/GO Transit and Toronto Transit Commission (TTC), is so important for ease and familiarity of the experience.
- Accessible, reliable, and convenient transportation—for those with accessibility challenges—affects a person's ability to get to a job, attend medical appointments, pick up groceries, and be part of community life. Without accessible transportation, a person could be totally isolated and dependent on others.
- Assessing the need for more specialized transit must continue.
- Listening to feedback from those who use transit services is key along with taking action, where appropriate.
- Education for Durham Region Transit operators must be ongoing to assist in their understanding of disabilities, and the unique ways they effect people.
- As an aging population, accessible transportation allows independence without relying on others.



Customer Service Standard

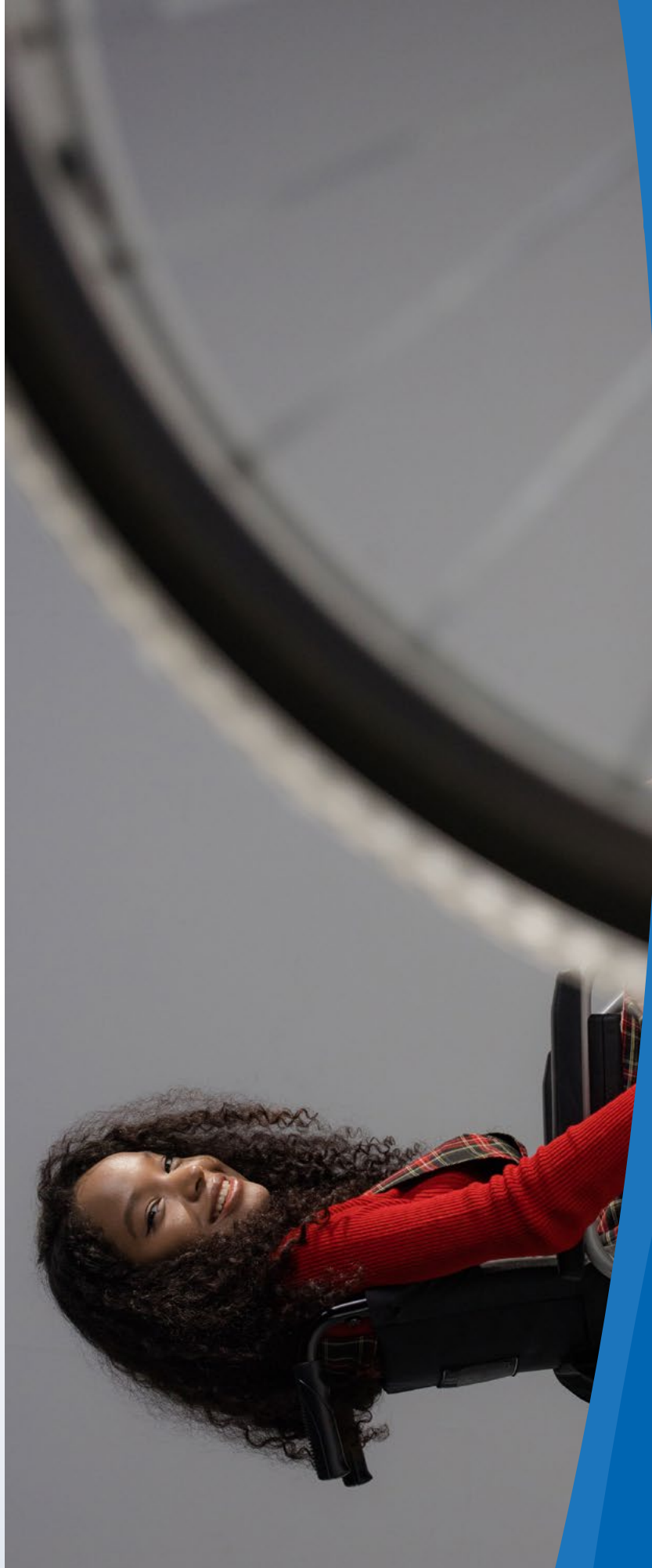
- Well-trained staff in the programs and services provided, along with knowledge of different types of disabilities, allows the public to feel comfortable and respected when asking for assistance.
- Staff should ask how can I help you? Based on the answer to this question are the cues of how to proceed. Assumptions should not be made. The person knows best what services they need and how they should be offered.
- Learning to adapt to specific needs of the public is important.
- Staff being knowledgeable of resources in our community, or where to find them assists the public.
- The public doesn't necessarily know what the Region is responsible for, versus what the local towns and cities oversee.
- The Region needs to provide equal access to all their programs and services.

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Employment Standard

- Providing accessible employment practices through the employee life cycle will enable staff to feel they are part of a team, community, and have a sense of accomplishment.
- Flexibility is needed for employees with disabilities, where their disability may affect their ability to work traditional hours.
- Learning about disabilities, and the fact that everyone has abilities, can assist people being open to everyone in the employment lifecycle.
- Hiring people with disabilities is a part of inclusive employment practices, and the Region should be a leader in that.
- Employment is integral to independence.





Design of Public Spaces

- If the environment and public spaces are not designed to be universally used by every community member, then it creates a double standard for access to services, programs, and necessities.
- Equal access to all spaces is vital to a healthy community.
- Designing for all, eliminates timely and costly modifications down the road.

myDurham 311

Durham Region provides programs and services that impact people's daily lives. In 2021, the Region processed more than one million customer-based transactions via 80 front desks, 28 call centres, and 18 social media accounts. This can be overwhelming for customers. The Region understands that.

Through the myDurham 311 project, Regional departments are working together to enhance the customer journey. There will be a clear point of contact—whether interacting online, by phone or in person. More options to complete transactions. And, extended hours and a self-service channel for those who need it.

It's all part of our promise to deliver a consistent, convenient, and personalized service.

In 2021, the Region asked residents to weigh in on accessible options for people with disabilities. About 91 per cent of respondents felt it was a priority. The myDurham 311 project will help ensure this through: one phone number; consolidated front counters; a tiered contact centre; Customer Relationship Management System and Knowledge Base; Self Service options; first contact resolution; digital transactions; and service solution for smart devices.

This means that there will be **No Wrong Door**—customers will be served where they arrive; by the right people. There will be **Streamlined Flow** of services near building entry points, with signage. We will offer **First Contact Resolution** with inquiries resolved at first call/contact, where possible. All through Omnichannel where services resolved through customer's channel of choice, with same service delivered regardless of channel.

Some of the accessibility-related achievements we celebrated in 2021 include:

- **Social Services Interactive Voice Response consolidation:** myDurham 311 transitioned 25 telephone numbers for Social Services into one telephone number 905-666-6239 OR Toll free 1-888-721-0622 thus creating a single point of contact for Social Services customers. Callers now navigate menu options through pre-recorded voice prompts to reach specific individuals or departments. The script for the pre-recorded voice prompt was redesigned to provide a clear and easy message for customers to understand and follow. Statistics shows that 75% of customers navigate the automated menu and 25% of customers zero out to reach a customer service representative.
- **myDurham 311 Smart Home Voice Service:** This innovative, new platform allows residents to access information about Regional services, and frequently asked questions, via Google Home or Amazon Alexa. They can learn about who their local councillor is; Regional facilities; garbage pick-up; the nearest bus stop; and when the bus will arrive.
- **Online eForms:** The Region launched more than 20 online forms for customers to apply for services online, including the purchase of garbage bag tags.
- **Public Consultation:** The Region reached out to find out what people want. Visit the public consultation web page for the full report.
- **Vaccine Call Centre:** This call centre was implemented in March 2020 to manage more than 136,449 incoming calls from inception (about 915 calls a day). This includes selecting from multiple immunization clinic locations to receive a vaccination.

Integrated Accessibility Standards Regulation work plan

Accessibility strategies moving forward

Meeting the requirements of the Accessibility for Ontarians with Disabilities Act (AODA), 2005, outlined under the Integrated Accessibility Standards Regulations (IASR) continues. The Region of Durham looks for ways to go beyond what the regulations outlined up to and including 2021, to improve what we do and how we do it.

Customer Service

The Region of Durham is committed to providing an excellent accessible customer experience to everyone. This means that access will be provided to the goods, services, and facilities to people with disabilities with the same high quality and timeliness as others.

The following are planned actions under the Customer Service Standard:

- Continue to provide Accessible Customer Service training to all staff and explore how we can incorporate other ways of delivering it. This is accomplished through mandatory on-line training modules, virtual lunch and learn sessions, videos, as well as in-person education sessions for staff, that cover disability related topics.
- Gathering feedback from the public continues, using the updated on-line accessible feedback form on durham.ca, by email, by phone and in person. This allows the public the opportunity to share their experiences and to inform the plans for improving access to the Region's programs, services and facilities. Staff are also able to provide their input on how to improve accessibility at the Region through internal resources and committee work.
- Continue to explore ways to interact with the public to learn from the experiences of restrictions during the pandemic. This will allow the Region to develop and implement many options and venues to provide optimal customer service.

Information and Communications

The Region of Durham is committed to making information and communications accessible to people with disabilities.

The following are planned actions under the Information and Communications Standard:

- Continue to provide accessible information and communications to residents, visitors, and employees.
 - Ensuring that all forms of communication channels are used when important information must be communicated to the public, such as notices of service disruptions, vaccine clinics etc.
- 38
- Continue to receive feedback to improve the way we provide information and communications that takes a person's needs into account when they request an accessible format.
 - Continuous training of staff in the areas of accessible documents and web content to meet the requirements of Web Content Accessibility Guidelines (WCAG) 2.0 Level AA.
 - Provide emergency information in accessible formats, upon request.



Employment

The Region of Durham is committed to fair and accessible employment practices by including the following actions:

- Continue to review employment policies and practices to ensure applicants and employees with disabilities receive the supports they need, throughout all stages of employment including recruitment, selection and supporting regional employees with disabilities.
 - Notify applicants about the availability of accessibility accommodations in the recruitment process.
 - Advise successful applicants about the availability of accommodations for employees with disabilities.
- Ensure policies on accommodating and supporting employees with disabilities are available and promoted. This can be done through internal courses, webinars, team meetings and e-newsletters.
- Provide accessible formats and/or communication supports to employees with disabilities who require it.
- Develop and document individual emergency evacuation plans with employees who require it. This is employees who have temporary or permanent disabilities.
- Document individual accommodation plans for employees with disabilities.
- Engage with applicants and staff hired to obtain feedback on how to make the recruitment process more accessible and inclusive.



Transportation

The Region of Durham is committed to accessible transportation services. This is accomplished by the following actions:

- Successfully implement a robust travel training program (Travel Training is for customers of all ages and abilities who would like to learn how to use Durham Region Transit).
- Complete an Eligibility Review for all customers registered prior to 2015, enabling DRT to determine how to best provide mobility for all customers based on their current abilities in accordance with the Accessibility for Ontarians with Disabilities Act (AODA).
- Continue to explore opportunities for fare integration and payment options to improve the customer experience (including emphasis on cross-border demand responsive trips).
- Implement a Demand Responsive service that amalgamates the existing Specialized and On Demand services, resulting in a service that is more spontaneous, equitable, reliable, and customer focused.
- Continue planning and coordinating key transit expansion programs such as the Durham-Scarborough Bus Rapid Transit (BRT), and Lakeshore East GO Extension to Bowmanville.
- Continue engaging in community outreach to better understand customer experience, including participation in the Ontario Public Transit Association's (OPTA) public education campaign, EnAbling Change.
- Continue improving accessibility and customer experience at bus stops by implementing DRT's hard surfacing and bus shelter program.
- Complete the ongoing Stations, Terminals, and Hubs study; enabling planning for the rollout and improvement of accessible transfer locations throughout Durham Region.



Durham Region
Transit
8871

www.durhamregiontransit.com

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Durham Region
Transit

DO NOT PARK
WITHIN 5 METERS

Design of Public Spaces

The Region of Durham will continue to ensure new or redeveloped public spaces comply with specific accessibility design requirements for the following areas:

- Service counters, fixed queuing lines and waiting areas.
- Exterior paths of travel including sidewalks and accessible pedestrian signals.
- Durham Region operated Child Care centers and the redesign of the play spaces.
- Outdoor public eating areas at Regional Headquarters.
- Accessible parking at region-owned facilities.
- Implement emergency and preventative maintenance in public spaces as follows:
 - Review and update procedures for the preventative and emergency maintenance of the accessible elements required in the Design of Public Spaces Standards, such as curbs and ramps, handrails, and tactile indicators on stairs.
 - Review and update procedures for dealing with temporary disruptions when the accessible elements are not working. The Region of Durham will notify members of the public of any temporary disruptions to accessible elements through the website, social media, on-site signage, and any other appropriate means. The Region will ensure that accessible elements are fixed as soon as possible and will indicate in the notice of alternative accommodations until the disruption has ended.

The Accessibility Advisory Committee (AAC) and/or the AAC Site Plan review sub-committee will continue to be consulted by staff, for their review and input on projects.

At the time of the creation of this plan, development of Durham Design Standards was in progress.

Accessibility partnerships

The Region of Durham Accessibility Coordinator regularly meets with our eight local municipal Accessibility Coordinators. This gives us the opportunity to collaborate on initiatives, host speakers and presentations, educate ourselves and allow for sharing information to continue to raise the bar for accessibility within our communities.

The Region's Accessibility Coordinator also belongs to the Ontario Network of Accessibility Professionals (ONAP). This network is comprised of accessibility professionals within the broader public sector across Ontario and its purpose is to share best practices and resources in accessibility.

Accessibility awards allow us to demonstrate the importance of accessibility, and to honour leadership in breaking down barriers. Each year the Region of Durham honours individuals, organizations, and/or businesses that have improved accessibility in their community. Nominations for these awards are made by the accessibility advisory committees of municipalities within Durham Region.

Education about accessibility/disability related topics and initiatives within our departments and community is a very important piece for the AAC and the AODA Staff Working Group. Presentations allow us to learn and gain understanding so we can all in turn, share with others.

Accessibility partnerships provide the opportunity to learn and collaborate in numerous ways. These opportunities will continue to be an important part of creating a more accessible and inclusive Region.



Contact Information

We welcome your feedback. Please let us know what you think about the 2022-2025 Multi-Year Accessibility Plan.

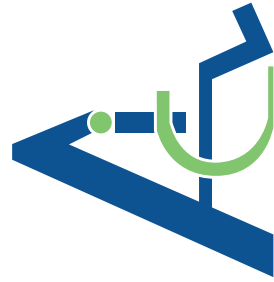
By email: accessibility@durham.ca

By phone: 905-668-7711 extension 2009 or 1-800-372-1102

By mail:

The Regional Municipality of Durham
605 Rossland Road East
Post Office Box 623
Whitby, Ontario
L1N 6A3

If you require this information in an accessible format, please contact the Accessibility Coordinator at accessibility@durham.ca or 905-668-4113 extension 2009.





The Regional Municipality of Durham Report

To: Finance & Administration Committee
From: Commissioner of Corporate Services
Report: #2022-A-8
Date: April 12, 2022

Subject:

Community Member Appointment to the Durham Regional Police Services Board

Recommendation:

That the Finance & Administration Committee recommends to Regional Council:

- A) That the proposed Durham Regional Police Services Board Community Member Appointment Recruitment and Selection Policy included as Attachment #1 to this report be approved; and
 - B) That the term of appointment for the current community member on the Durham Regional Police Services Board be extended to no later than the date that a new community member is appointed by Regional Council.
-

Report:

1. Purpose

- 1.1 The purpose of this report is to establish a policy for the appointment of a community member to the Durham Regional Police Services Board and to extend the term of appointment for the current community member on the Durham Regional Police Services Board to no later than the date that a new community member is appointed by Regional Council.

2. Previous Reports and Decisions

- 2.1 Report [#2018-COW-104](#) was approved by Regional Council on June 13, 2018 to initiate the process for the selection of a community member for appointment to the Durham Regional Police Services Board by Regional Council for the 2018-2022 term of Regional Council.
- 2.2 On January 30, 2019 Regional Council considered Report [#2019-A-4](#) and passed By-law #05-2019 to appoint Karen Fisher as a community member to serve on the Regional Municipality of Durham Police Services Board for the term of the presently constituted Regional Council or until her successor is appointed.

3. Durham Regional Police Services Board

- 3.1 The Durham Regional Police Services Board is a seven-member board made up of the following:
 - a. The head of the municipal council or, if the head chooses not to be a member of the board, another member of the council appointed by resolution of the council.
 - b. Two members of the council appointed by resolution of the council.
 - c. One person appointed by resolution of the council, who is neither a member of the council nor an employee of the municipality; and
 - d. Three persons appointed by the Lieutenant Governor in Council.
- 3.2 The appointment of members of Council to the Durham Regional Police Services Board for the 2022-2026 term of Regional Council will take place at the first meeting of Regional Council after the municipal elections.
- 3.3 Provincial board members are appointed by the Lieutenant Governor, by Order in Council. Information regarding Ontario Government Appointees is available on the Public Appointments Secretariat website.

4. Community Member Appointment

- 4.1 In 1997, Bill 105, the Police Services Amendment Act 1997, provided for a community member appointment to the Durham Regional Police Services Board and, at that time, the Ministry of the Solicitor General and Correctional Services, Policing Services Division, offered the following guidelines:
 - a. An advertisement be placed in local newspapers seeking a community member to serve on the Police Services Board, which would provide the Selection Committee with applications for review; and
 - b. Candidates undergo an interview conducted by a panel to determine their understanding of the role of the Police Services Board in the community, especially as it relates to the aspect of civilian governance of a police service.
- 4.2 The guidelines outlined in Section 4.1 have been followed by Regional Council for appointing a community member to the Durham Regional Police Services Board since 1997.
- 4.3 Subsection 27(13) of the Police Services Act, 1990, states “A judge, a justice of the peace, a police officer and a person who practices criminal law as a defence counsel may not be a member of a board”.
- 4.4 Members of Police Services Boards must also comply with Ontario Regulation 421/97: Members of Police Services Board – Code of Conduct.
- 4.5 On average, approximately 20 hours per month are required to carry out the duties. In addition to the regular monthly board meetings, there are training sessions, zone meetings, conferences and sub-committee meetings to attend.
- 4.6 Remuneration is paid to the community member at the same rate paid to the Provincial appointees. The amount of remuneration for 2021 was \$12,074 per annum.

5. Proposed Recruitment and Selection Policy

- 5.1 The purpose of establishing a policy is to provide information about the Region's processes for citizen members who are interested in applying to serve as the community member to the Durham Regional Police Services Board and to provide a guide for Council members and Regional staff. The proposed policy incorporates the process previously followed by Regional Council for appointing a community member to the Durham Regional Police Services Board.
- 5.2 The process to be followed for the appointment of a new community member to the Durham Regional Police Services Board includes:
- a. The Regional Clerk placing an advertisement within each area municipality and on the Regional website seeking individuals interested in serving as the community member on the Durham Regional Police Services Board.
 - b. Applicants completing and submitting an application form to the Regional Clerk outlining their qualifications and experience.
 - c. Corporate Services – Legislative Services preparing a list of applications received.
 - d. A Selection Committee comprised of the Regional Chair and the Chairs of the Standing Committees, or Vice-Chair in the absence of the Standing Committee Chair, as selected at the first meeting of Regional Council of each new term, reviewing applications received; and
 - e. The Selection Committee short listing candidates, conducting interviews, and recommending a candidate for appointment as the community member on the Durham Regional Police Services Board.
- 5.3 To be eligible for appointment, individuals must be at least 18 years of age and be a resident of the Regional Municipality of Durham.
- 5.4 In nominating a community member, preference shall be given to individuals with:
- an interest in and commitment to public safety and responsible police governance
 - an understanding of the role of a police services board
 - senior executive or board of director experience
 - administrative and budgetary experience
 - previous community and professional involvement
 - availability to attend meetings
 - a flexible schedule to meet time commitments of the position
- 5.5 The term of office shall correspond with the term of Regional Council that appointed the member, or until their successor is appointed.
- 5.6 Remuneration shall be paid to the community member at the same rate paid to the Provincial appointees.

6. Relationship to Strategic Plan

6.1 This report aligns with/addresses the following strategic goals and priorities in the Durham Region Strategic Plan:

- a. Goal 5: Service Excellence. Objective: To provide exceptional value to Durham taxpayers through responsive, effective and fiscally sustainable service delivery.
 - 5.1 Optimize resources and partnerships to deliver exceptional quality services and value
 - 5.3 Demonstrate commitment to continuous quality improvement and communicating results

7. Conclusion

7.1 It is recommended that the proposed Durham Regional Police Services Board Community Member Appointment Recruitment and Selection Policy included as Attachment #1 to this report be approved.

7.2 Subject to approval of the proposed policy, Corporate Services – Legislative Services will initiate the process for the selection of a community member to the Durham Regional Police Services Board and an advertisement will be placed in newspapers within each of the Area Municipalities in September 2022.

7.3 The Durham Regional Police Services Board meets monthly and meeting dates for 2023 will be determined in September 2022. It is recommended that the term of appointment for the current community member on the Durham Regional Police Services Board be extended to no later than the date that a new community member is appointed.

7.4 For additional information, contact: Cheryl Bandel, Acting Regional Clerk, at 905-668-7711, extension 2005.

8. Attachments

Attachment #1: Proposed Durham Regional Police Services Board Community Member Appointment Recruitment and Selection Policy

Respectfully submitted,

Original signed by

Don Beaton, BCom, M.P.A.
Commissioner of Corporate Services

Recommended for Presentation to Committee

Original signed by

Elaine C. Baxter-Trahair
Chief Administrative Officer



Durham Regional Police Services Board Community Member Appointment Recruitment and Selection Policy

April 2022

1. Authority

- 1.1 Subsection 27(9) of the Police Services Act, R.S.O 1990, provides that the Police Services Board shall consist of one person appointed by resolution of Council, who is neither a member of the Council nor an employee of the municipality.

2. Recruitment Process

- 2.1 Prior to the start of each new term of Regional Council, the Regional Clerk will place an advertisement within each area municipality and on the Regional website seeking individuals interested in serving as the community member on the Durham Regional Police Services Board.
- 2.2 The Regional Clerk will prepare an application form to be completed by individuals interested in serving as the community member on the Durham Regional Police Services Board.
- 2.3 Interested individuals will be required to complete and submit an application form to the Regional Clerk.
- 2.4 Corporate Services – Legislative Services will prepare a list of applications received.

3. Selection Process

- 3.1 Applications shall be reviewed by a Selection Committee comprised of the Regional Chair and the Chairs of the Standing Committees, or Vice-Chair in the absence of the Standing Committee Chair, as selected at the first meeting of Regional Council of each new term.
- 3.2 Corporate Services – Legislative Services will provide administrative, procedural and other support services to the Selection Committee.
- 3.3 Corporate Services – Legislative Services will review all applications received and identify any applicants that are ineligible for appointment either because they do not meet the eligibility criteria or because their application is late.
- 3.4 The Selection Committee is responsible for short listing candidates, conducting interviews of applicants, and recommending a candidate for appointment as the community member on the Durham Regional Police Services Board.

- 3.5 In nominating a community member, preference shall be given to individuals with:
- an interest in and commitment to public safety and responsible police governance
 - an understanding of the role of a police services board
 - senior executive or board of director experience
 - administrative and budgetary experience
 - previous community and professional involvement
 - availability to attend meetings
 - a flexible schedule to meet time commitments of the position
- 3.6 The Selection Committee shall submit a report to Regional Council recommending a candidate for appointment as the community member on the Durham Regional Police Services Board within 4 months of the start of each new term of Regional Council.
- 3.7 Selection Committee members shall return all applications and related confidential material in their possession (including any lists of applicants) to the Regional Clerk once Regional Council approves the appointment.

4. Eligibility Requirements

- 4.1 Individuals must be at least 18 years of age and be a resident of the Regional Municipality of Durham.
- 4.2 In accordance with the Police Services Act, a judge, a justice of the peace, a police officer and a person who practises criminal law as a defence counsel, are not eligible for appointment as a community member to the Durham Regional Police Services Board.
- 4.3 Members of Regional Council and Regional staff are not eligible for appointment as a community member to the Durham Regional Police Services Board.

5. Term of Office

- 5.1 The term of office shall correspond with the term of Regional Council that appointed the member, or until their successor is appointed.

6. Remuneration

- 6.1 Remuneration shall be paid to the community member at the same rate paid to the Provincial appointees.



The Regional Municipality of Durham Report

To: Finance and Administration Committee
From: Chief Administrative Officer
Report: # 2022-A-9
Date: April 12, 2022

Subject:

Durham Region Anti-Racism Taskforce 2022 Workplan

Recommendation:

That the Finance and Administration Committee recommends to Regional Council:

That the 2022 Durham Region Anti-Racism Taskforce Workplan, as outlined in Attachment #1, be approved.

Report:

1. Purpose

1.1 The purpose of this report is to present the 2022 Durham Region Anti-Racism Taskforce (DRART) Workplan to the Finance and Administration Committee and Regional Council.

2. Background

2.1 The Durham Region Anti-Racism Taskforce (DRART) was established in 2021 to act in an advisory role to Regional Council through the Finance and Administration Committee on issues related to racism.

2.2 The DRART Terms of Reference provides for members to be appointed by the Finance and Administration Committee and Regional Council.

2.3 Durham Regional Council approved the appointments of 15 citizen members and institutional representatives on November 9, 2021. DRART's inaugural meeting took place on December 2, 2021.

3. Previous Reports and Decisions

- 3.1 Report #2021-A-19, Durham Region Anti-Racism Taskforce Membership Appointments
- 3.2 Report [#2021-A-8](#), Durham Region Anti-Racism Taskforce Terms of Reference.
- 3.3 Report [#2020-COW-26](#), Anti-Black Racism Town Hall and Diversity, Equity and Inclusion Follow-Up.

4. 2022 Workplan for the Durham Region Anti-Racism Taskforce

- 4.1 The proposed 2022 DRART Workplan (Attachment #1), represents priority activities that are achievable within this term. The Taskforce is proposing to:
 - Create an Anti-Racist Practices Standard for a variety of sectors including the 8 local municipalities
 - Support anti-racism education in schools
 - Create a Durham Region anti-racism online hub
 - Provide education for the broader community
- 4.2 The Workplan and priority projects were determined in consultation with Taskforce members through open discussion during meetings, emailed feedback, as well as surveys and polls. Project areas that were of interest but, ultimately, not considered priority have been documented and will be reassessed when developing future Workplans.

5. Relationship to Strategic Plan

- 5.1 This report aligns with/addresses the following strategic goals and priorities in the Durham Region Strategic Plan:
 - a. Community Vitality:
 - Goal 2.5: Build a healthy, inclusive, age-friendly community where everyone feels a sense of belonging
 - b. Economic Prosperity:
 - Goal 3.1: Position Durham Region as the location of choice for business
 - c. Service Excellence:
 - Goal 5.3: Demonstrate commitment to continuous quality improvement and communicating results

6. Conclusion

- 6.1 The projects included in the Durham Region Anti-Racism Taskforce Annual Workplan 2022 are practical, attainable, and leverage work already being done within our local communities. These projects will enable the Region, through it's Anti-Racism Taskforce, to identify, challenge and reduce barriers and advance racial equity.
- 6.2 For additional information, contact: Allison Hector-Alexander, Director Diversity, Equity, and Inclusion at 905-668-7711, extension 3893.

7. Attachments

Attachment #1: Durham Region Anti-Racism Taskforce Annual Workplan 2022

Respectfully submitted,

Original signed by

Elaine C. Baxter-Trahair
Chief Administrative Officer



If this information is required in an accessible format, please contact 1-800-372-1102 extension 3893

Durham Region Anti-Racism Taskforce Annual Workplan 2022

Activity	Start Date	Progress	Completion Date
<p>Create an anti-racist practices standard for a variety of sectors including the 8 local municipalities (living document)</p> <ul style="list-style-type: none"> • Include history of racism in Canada/the Region • Include glossary of terms • Include resources from academia or organizations and ongoing initiatives in Durham • Ensure local area plans and policies are included 	<p>March 2022</p>	<p>Not started</p>	<p>September 2022</p>
<p>Support anti-racism education in schools</p> <ul style="list-style-type: none"> • Build relationships with local school boards • Review school board’s anti-racism frameworks and related documents • Review curriculum, textbooks and learning materials and provide recommendations • Review data regarding the experiences and outcomes of racialized students, including suspensions, expulsions, literacy scores, graduation rates and drop-out rates and provide recommendations for improvement • Review existing anti-racism education initiatives and provide recommendations to improve learning transfer 	<p>March 2022</p>	<p>Not started</p>	<p>September 2022</p>

Activity	Start Date	Progress	Completion Date
<ul style="list-style-type: none"> • Recommend anti-racism speakers • Identify gaps in existing anti-Black racism resources and provide recommendations for books and resources 			
<p>Create a Durham Region anti-racism online hub (with tools and resources)</p> <ul style="list-style-type: none"> • Develop tip sheets, include YouTube videos and leverage other existing online resources • Provide guidance on how to report harassment and discrimination • Include tools and resources for all racialized groups (youth, adults, seniors, women, 2SLGBTQ+, people with disabilities) • Include separate resources for anti-Black racism, anti-Indigenous racism, anti-Asian racism, etc.) 	March 2022	Not started	September 2022
<p>Education for the broader community</p> <ul style="list-style-type: none"> • Establish speaker's bureau to assist the Region in capacity building • Identify subject matter experts and organizations well versed in anti-racism work, to create partnerships and collaborate on community education programs • Create a list of topics/issues that are of interest and benefit to the Region • Ensure resources housed on the Taskforce's webpage space are relevant 	March 2022	Not started	September 2022

If this information is required in an accessible format, please contact 1-800-372-1102 ext. 2126



The Regional Municipality of Durham Report

To: Finance and Administration Committee
From: Commissioner of Corporate Services
Report: #2022-A-10
Date: April 12, 2022

Subject:

Council Approval of Procedures for Electronic Participation at Committee and Regional Council

Recommendation:

That the Finance and Administration Committee recommends to Regional Council:

- A) That the attached procedures/practices for Electronic Participation be approved; and
 - B) That the Regional Clerk, in consultation with the Regional Chair, be given the authority to make future revisions to the procedures for Electronic Participation, as required.
-

Report:

1. Purpose

- 1.1 The purpose of this report is to request that Council formally approve the procedures for Electronic Participation.

2. Background

- 2.1 The Procedural By-law was amended on June 24, 2020 to allow for electronic participation at all times for Advisory Committee, Standing Committee, Committee of the Whole, Board and Council meetings. However, members participating electronically would not be counted towards quorum or be able to participate in closed meetings unless it was during a declared emergency, in accordance with the Municipal Act.
- 2.2 Bill 197 received Royal Assent on July 21, 2020 to amend the Municipal Act, 2001 to allow for members of Council who are participating electronically to count towards determining quorum and to participate in closed meetings. The procedural By-law was amended on July 29, 2020 to reflect these new provisions.
- 2.3 The Procedural By-law allows for the Regional Clerk, in consultation with the Regional Chair, to establish practices and procedures for electronic participation.
- 2.4 Committees and Council have been essentially following the attached procedures for electronic participation for almost two years. It is apparent that virtual and/or hybrid meeting models will continue, and it is prudent for the procedures to be formalized and endorsed by Council.
- 2.5 Should legislation, technology or other circumstances change that may affect these procedures, the Regional Clerk, in consultation with the Regional Chair, may be required to amend the procedural document.

3. Relationship to Strategic Plan

- 3.1 This report aligns with/addresses the following strategic goals and priorities in the Durham Region Strategic Plan:
 - a. Goal 5: Service Excellence. Objective: To provide exceptional value to Durham taxpayers through responsive, effective and fiscally sustainable service delivery.
 - 5.3 Demonstrate commitment to continuous quality improvement and communicating results
 - 5.4 Drive organizational success through innovation, a skilled workforce, and modernized services

4. Conclusion

- 4.1 The Procedural By-law allows for the Regional Clerk, in consultation with the Regional Chair, to establish practices and procedures for electronic participation. Those procedures are attached for Council's approval.
- 4.2 For additional information, contact: Cheryl Bandel, Acting Regional Clerk/Director of Legislative Services, at 905-668-7711, extension 2100.

5. Attachments

Attachment #1: Draft Policy G-ELE-1 Electronic Participation procedure

Prepared by: Leigh Fleury, Legislative Officer and Deputy Clerk Pro Tem, at 905-668-7711, extension 2020.

Respectfully submitted,

Original signed by

Don Beaton, BCom, M.P.A.
Commissioner of Corporate Services

Recommended for Presentation to Committee

Original signed by

Elaine C. Baxter-Trahair
Chief Administrative Officer



Regional Municipality of Durham
 Corporate Services
 Council Policy Manual

Title: Electronic Participation	
Policy #: G-ELE-1	
Approved by Regional Council	Page #: 1 (of 4)
Issued: xxxx, 2022	Revised: xxxx
Responsibility: Regional Clerk and Regional Chair	Section: General

1. Policy

- 1.01 In accordance with the Procedural By-law 44-2018, as amended, the Regional Clerk, in consultation with the Regional Chair, shall establish practices and procedures for electronic participation.

2. Purpose

- 2.01 To outline the rules, policies and procedures with respect to participating in meetings of Council, Standing Committees, Committee of the Whole, Advisory Committees and local boards when electronic participation is available.
- 2.02 To ensure that as many aspects as possible for electronic participation mimic those for in-person participation, including the enforcement of the rules and consequences of in-person participation.
- 2.03 To ensure the transparency of Council and Committee deliberations during meetings in which participants may be attending electronically.

3. Definitions

- 3.01 "Council Chambers" means the Council Chambers meeting room located at the Regional Municipality of Durham headquarters building
- 3.02 "Device" means the technology used to access the electronic meeting platform, these may include, but are not limited to, mobile devices such as smart phones and tablets, or desktop computers
- 3.03 "Electronic Meeting Platform" means an application or digital platform used to allow participants to attend a meeting via the internet, examples include, but are not limited to, Zoom and Microsoft Teams
- 3.04 "Electronic Participation" means attending a meeting through an electronic meeting platform
- 3.05 "Hybrid Meeting" means a meeting at which participants may be attending both in-person or via an electronic meeting platform
- 3.06 "In-person" means attending a meeting by being physically present in the designated meeting room
- 3.07 "Participant" means a member of the Council, Committee or local board; or a member of the public, or staff who is attending the meeting either electronically or in-person

- 3.08 “Region” means the Regional Municipality of Durham
- 3.09 “Streaming” means broadcasting the meeting in real-time via the Region’s website: durham.ca

4. Background

- 4.01 Bill 187 received Royal Assent on March 19, 2020 to amend the Municipal Act, 2001 to provide that during emergencies, should they choose to, members of councils, local boards and committees of either of them who participate electronically in open and closed meetings may be counted for the purposes of quorum.
- 4.02 On March 25, 2020 Regional Council amended the Procedural By-law #44-2018 to allow for members of Regional Council and local boards to participate electronically in Standing Committee, Committee of the Whole, Board and Council meetings, in cases where an emergency has been declared to exist in all or part of the municipality, and that such participation count towards quorum, and that delegations also be permitted via electronic participation.
- 4.03 The Procedural By-law was further amended on June 24, 2020 to allow for electronic participation at all times for Advisory Committee, Standing Committee, Committee of the Whole, Board and Council meetings. However, members would not be counted towards quorum or be able to participate in closed meetings unless it was during a declared emergency, in accordance with the Municipal Act.
- 4.04 Bill 197 received Royal Assent on July 21, 2020 to amend the Municipal Act, 2001 to allow for members of Council who are participating electronically to count towards determining quorum and to participate in closed meetings at all times. The procedural By-law was amended on July 29, 2020 to reflect these new provisions.

5. Preamble

- 5.01 These procedures may be amended from time to time by the Regional Clerk, in consultation with the Regional Chair, and will be made available on the Regional website at durham.ca.
- 5.02 These procedures may be amended to coincide with the electronic meeting platform and the technology being used. Currently, the Region uses Microsoft TEAMS.
- 5.03 Separate procedures explaining how to use the electronic meeting platform may be sent via email to members prior to each meeting which will be held electronically. If members will also be in attendance in the meeting room, the procedures may also be printed and made available in the room.
- 5.04 This document is intended to provide clarity on electronic meeting procedures only and should be considered as a companion document to the Procedural By-law 44-2018, as amended. Should there be a discrepancy between these procedures and the Procedural By-law, the Procedural By-law shall take precedence.

6. Declared Emergencies

- 6.01 These procedures may be amended if an emergency has been declared, for example during a pandemic emergency, members of the public may not be allowed to attend the meeting in-person and delegates may have to participate electronically.

- 6.02 If a hybrid meeting is being conducted during a pandemic situation, then those attending in-person may be required to wear a mask or face covering when they enter the meeting room and may remove it once they are in their designated seating area, in compliance with any current public health orders. Additionally, those attending in person may need to complete a screening process, or meet other requirements as outlined in legislation. Notification of attendance may also need to be provided to the Clerk at least 24 hours prior to the meeting to ensure that physical distancing measures can be met where required.

7. Hybrid Meetings/Technology Integration

- 7.01 The microphones in Council Chambers have been configured to work with electronic meetings. If there are members participating remotely and members participating in the Council Chambers (in-person), then those in the Chambers will use their devices to join the meeting and keep the microphone and speaker on their device turned off. They will use the microphones in Chambers to participate in the meeting and they will hear the meeting audio over the speakers in Chambers. Members in the Council Chambers and those participating remotely will use the cameras on their devices to enable the video feature. The meeting experience should be comparable for those participating in-person and those participating remotely.

8. Procedures

Convening and reconvening Meetings:

- 8.01 Each meeting will begin with a roll call conducted by the Clerk or designee.
- 8.02 If there is a recess during the meeting, a roll call will be conducted when the meeting resumes.
- 8.03 The Clerk will make note of which members participated in-person and which members participated remotely.
- 8.04 General procedural reminders will be verbally outlined by the Regional Clerk or designees at the beginning of every meeting.

Closed Meetings:

- 8.05 Should a meeting go into Closed Session, those members who have made a declaration of interest on the matter to be discussed will need to electronically “leave” the meeting and join again once the closed session is completed. The Regional Clerk must be satisfied the Member has left the meeting.
- 8.06 Those members participating in the closed session will be reminded that they are to be in a room by themselves and that no one else is to be privy to the closed meeting. Members participating from a remote location are required to wear a headset during closed sessions. Members must ensure the confidentiality of the meeting and that the deliberations are private.

Communication Via Meeting Platform:

- 8.07 The “chat” feature in the electronic meeting platform will be used only to indicate requests to speak or requests to question, not for discussion or comments.

- 8.08 The request to question or request to speak will not be acknowledged until the matter the member wishes to speak to is being considered.
- 8.09 Members participating in-person will also indicate requests to speak and requests to question using the “chat” feature in the meeting platform.

Use of Video Function:

- 8.10 Those participating in the meeting will turn their cameras on to use the “video” function on their device so that all participants are visible at all times. Those participating from somewhere other than the Council Chamber are urged to use the settings in Microsoft Teams to “blur” their background view to ensure privacy.

Declarations of Interest:

- 8.11 Members will audibly declare pecuniary interests as defined in the Municipal Conflict of Interest Act and will submit a written copy of their declaration electronically to clerks@durham.ca as soon as possible. Written declarations may be submitted prior to the meeting.

Motions:

- 8.12 Members will submit any motions they wish to make in advance via email to clerks@durham.ca and will identify a seconder. Motions may be circulated during the meeting and can be displayed in the Council Chamber.

Streaming:

- 8.13 If the live stream stops working during a meeting that involves electronic participation (full or hybrid), then the meeting will recess for 15 minutes while the live streaming issues are resolved. If the issues cannot be resolved during the 15 minute recess, then the meeting will be adjourned until the live stream is available.

Voting:

- 8.14 Members participating electronically are expected to vote if they are signed-in to the meeting. If the member needs to leave the meeting for any reason, they are to leave/sign-out and re-join the meeting once they are able to. The onus is on the member to adhere to the Procedural By-law, Municipal Act and Code of Conduct and vote if they are “present” at the meeting and are not disqualified from voting by any Act.
- 8.15 When a recorded vote is called for, a Roll Call vote is conducted by the Regional Clerk or designee; members are to audibly indicate how they wish to vote when their name is called. Members who do not vote will be marked as absent as it is not possible to determine whether the member is present and not voting.

9. Public Delegations/Presentations

- 9.01 Delegates and presenters may be permitted to participate electronically in a manner approved by the Regional Clerk and Chair, or in-person in the case of a hybrid meeting.
- 9.02 Regional AV employees will operate any electronic presentation material.
- 9.03 Delegates and presenters participating in-person will use the lectern in Council Chambers to speak. The microphone and surface of the lectern will be sanitized following each delegate.

10. References

10.01 Procedural By-law 44-2018, as amended

10.02 Municipal Act.

11. Inquiries

11.01 For additional information regarding this policy please contact the Regional Clerk at clerks@durham.ca



The Regional Municipality of Durham Report

To: Finance & Administration Committee
From: Commissioner of Corporate Services
Report: #2022-A-11
Date: April 12, 2022

Subject:

Policy regarding Appointments to Conservation Authorities

Recommendation:

That the Finance & Administration Committee recommends to Regional Council:

- A) That the Regional policy regarding appointments to Conservation Authorities be amended by deleting the words “or appoint a citizen representative” so that the policy would read as follows:
“That only elected officials be appointed to Conservation Authorities and further, that only members of Regional Council be appointed unless the municipalities have insufficient Regional Council representation, they shall be permitted to appoint a local Councillor to the Conservation Authority.”
- B) That a copy of this report be forwarded to the area municipalities for information.

Report:

1. Purpose

- 1.1 The purpose of this report is to update the Regional policy regarding appointments to Conservation Authorities to incorporate amendments to the Conservation Authorities Act.

2. Background

- 2.1 On December 8, 2020 Bill 229, Protect, Support and Recover from COVID-19 Act (Budget measures), received Royal Assent. Schedule 6 of Bill 229 included amendments to the Conservation Authorities Act.
- 2.2 Subsection 14 (1.1) of the Conservation Authorities Act now requires the council of a participating municipality to ensure that at least 70 per cent of its appointees are selected from among the members of the municipal council, subject to subsection (1.2), when appointing members of an authority.

3. Previous Reports and Decisions

- 3.1 On December 10, 1975 Regional Council passed the following motion:
“That Regional Council establish a policy stating that only elected officials be appointed to Conservation Authorities.”
- 3.2 On October 30, 1991 the policy regarding appointments to Conservation Authorities was amended by Regional Council to add that only members of Regional Council be appointed to the Central Lake Ontario Conservation Authority.
- 3.3 Report [#98-A-8](#) was considered by Regional Council at their meeting held on January 14, 1998 and the policy regarding appointments to Conservation Authorities was amended to provide that only members of Regional Council be appointed to the Central Lake Ontario Conservation Authority; unless the municipality has insufficient Regional Council representation they shall then be permitted to appoint a local representative to the Central Lake Ontario Conservation Authority.
- 3.4 Report [#2002-A-18](#) was considered by Regional Council at their meeting held on May 8, 2002 and the policy regarding appointments to Conservation Authorities was amended to read as follows:
“That only elected officials be appointed to conservation authorities and further, that only members of Regional Council be appointed unless the municipalities have insufficient Regional Council representation they shall be permitted to appoint a local representative to the conservation authority.”
- 3.5 On October 4, 2006 Regional Council passed a motion to amend the policy with respect to appointments to Conservation Authorities to provide for the appointment of a citizen representative. The policy as amended now reads as follows:
“That only elected officials be appointed to Conservation Authorities and further, that only members of Regional Council be appointed unless the municipalities have insufficient Regional Council representation they shall be permitted to appoint a local Councillor or appoint a citizen representative to the Conservation Authority.”

4. Appointments to Conservation Authorities

4.1 For information, the following are extracts from the Conservation Authorities Act:

4 (1) An upper-tier municipality that was established as a regional municipality before the day subsection 6 (1) of Schedule 4 to the Building Better Communities and Conserving Watersheds Act, 2017 comes into force,

(b) shall be a participating municipality in the place of such of the local municipalities within the regional municipality as are wholly or partly within the area under the jurisdiction of a conservation authority and shall appoint to each such authority the number of members to which the local municipalities would otherwise have been entitled as participating municipalities.

14 (1) Subject to subsection (3), members of an authority shall be appointed by the respective councils of the participating municipalities in the numbers set out in subsection 2 (2) for the appointment of representatives.

14 (1.1) When appointing members of an authority, the council of a participating municipality shall ensure that at least 70 per cent of its appointees are selected from among the members of the municipal council, subject to subsection (1.2).

14 (1.2) Upon application by a participating municipality, the Minister may grant permission to the municipality to select less than 70 per cent of its appointees to an authority from among the members of the municipal council, subject to such conditions or restrictions as the Minister considers appropriate.

14 (3) Every member of an authority shall be resident in a participating municipality in which the authority has jurisdiction.

4.2 Area Municipalities are requested to submit the names of individuals nominated for appointment to the Conservation Authorities to the Regional Clerk at the beginning of each term of Council. It has been past practice for Regional Council to make these appointments at the second meeting of Regional Council immediately following the municipal elections. These appointments are typically made for the term of Council.

4.3 The number of appointments made in December 2018 were as follows:

a. Central Lake Ontario Conservation Authority (15)

- Ajax (1)
- Clarington (3)
- Oshawa (4)
- Pickering (1)
- Scugog (1)
- Uxbridge (1)
- Whitby (4)

b. Ganaraska Region Conservation Authority (2)

- Clarington (2)

c. Kawartha Region Conservation Authority (4)

- Brock (1)
- Clarington (1)
- Scugog (2)

d. Lake Simcoe Region Conservation Authority (3)

- Brock (1)
- Scugog (1)
- Uxbridge (1)

e. Toronto and Region Conservation Authority (3)

- Ajax (1)
- Pickering (1)
- Uxbridge (1)

4.4 Since December 2006 two citizen representatives have been appointed to Conservation Authorities, as follows:

a. Toronto and Region Conservation Authority – Township of Uxbridge
(Gerri Lynn O'Connor)

b. Lake Simcoe Region Conservation Authority – Township of Brock
(Debbie Bath)

5. Appointment Policy

- 5.1 In accordance with the Conservation Authorities Act, when appointing members of an authority, the council of a participating municipality shall ensure that at least 70 per cent of its appointees are selected from among the members of the municipal council, subject to subsection (1.2).
- 5.2 In order to meet the 70 per cent threshold, all appointees to the Ganaraska Region Conservation Authority, Lake Simcoe Region Conservation Authority and Toronto and Region Conservation Authority, must be selected from among the members of the municipal council.
- 5.3 To maintain a consistent policy for appointments to Conservation Authorities, it is recommended that the Policy be amended by deleting the ability to appoint a citizen representative.

6. Relationship to Strategic Plan

- 6.1 This report aligns with/addresses the following strategic goals and priorities in the Durham Region Strategic Plan:
 - a. Goal 5: Service Excellence - To provide exceptional value to Durham taxpayers through responsive, effective and fiscally sustainable service delivery.
 - 5.3 Demonstrate commitment to continuous quality improvement and communicating results

7. Conclusion

- 7.1 It is recommended that the Regional policy regarding appointments to Conservation Authorities be amended by deleting the words “or appoint a citizen representative”.
- 7.2 For additional information, contact: Cheryl Bandel, Acting Regional Clerk/Director of Legislative Services, at 905-668-7711, extension 2005.

Respectfully submitted,

Original signed by

Don Beaton, BCom, M.P.A.
Commissioner of Corporate Services

Recommended for Presentation to Committee

Original signed by

Elaine C. Baxter-Trahair
Chief Administrative Officer

If this information is required in an accessible format, please contact 1-800-372-1102 ext. 2126



The Regional Municipality of Durham Report

To: Finance and Administration Committee
From: Commissioner of Corporate Services
Report: #2022-A-12
Date: April 12, 2022

Subject:

Appointment of Regional Clerk for the Regional Municipality of Durham

Recommendation:

That the Finance and Administration Committee recommends to Regional Council:

- A) That Alexander Harras be appointed as Regional Clerk, effective April 27, 2022; and
 - B) That the necessary by-law to give effect to the foregoing appointment be prepared by Corporate Services – Legal Services.
-

Report:

1. Purpose

- 1.1 The purpose of this report is to advise Regional Council of the hiring of Mr. Alexander Harras as Regional Clerk – Director of Legislative Services and to request that his appointment be confirmed by by-law by Regional Council.

2. Background

- 2.1 As Committee and Council are aware, Ralph Walton resigned as Regional Clerk effective February 10, 2022. It is a legal requirement under section 228 of the *Municipal Act, 2001* for each municipality to appoint a Clerk. The *Municipal Act, 2001* provides that the duties of the Clerk are as follows:
- a. To record, without note or comment, all resolutions, decisions and other proceedings of the council.
 - b. If required by any member present at a vote, to record the name and vote of every member voting on any matter or question.
 - c. To keep the originals or copies of all by-laws and of all minutes of the proceedings of the council.
 - d. To perform the other duties required under this Act or under any other Act; and
 - e. To perform such other duties as are assigned by the municipality.
- 2.2 After an open job competition for the position of Regional Clerk – Director of Legislative Services, Alexander Harras was identified as the optimal candidate. He was offered and accepted the position and his first day will be April 25, 2022.
- 2.3 By way of background, many of you will be familiar with Mr. Harras as prior to coming to the Region of Durham he held the position of Deputy Clerk for the Town of Ajax, and prior to that he was the Deputy Clerk for the Township of King.
- 2.4 Mr. Harras was the lead on the legislative changes and implementation of the amendment to the Town of Ajax’s Ward Review for the 2018 Municipal Election. In addition, he has been involved in several projects including implementation of electronic and livestreamed Council meetings, records digitization and electronic records management.
- 2.5 It is, therefore, with pleasure that I advise Committee and Council that Alexander Harras has been hired as the Regional Clerk, and Director of Legislative Services for the Regional Municipality of Durham and request that an appointment by-law be prepared by Corporate Services – Legal Services confirming the same.

3. Relationship to Strategic Plan

3.1 This report aligns with/addresses the following strategic goals and priorities in the Durham Region Strategic Plan:

- a. Goal 5: Service Excellence. Objective: To provide exceptional value to Durham taxpayers through responsive, effective and fiscally sustainable service delivery.
 - 5.3 Demonstrate commitment to continuous quality improvement and communicating results
 - 5.4 Drive organizational success through innovation, a skilled workforce, and modernized services

4. Conclusion

4.1 It is recommended that the Finance and Administration Committee recommends to Regional Council that Alexander Harras be appointed as Regional Clerk, effective April 27, 2022; and that the necessary by-law to give effect to the foregoing appointment be prepared by Corporate Services – Legal Services.

Respectfully submitted,

Original signed by

Don Beaton, BCom, M.P.A.
Commissioner of Corporate Services

Recommended for Presentation to Committee

Original signed by

Elaine C. Baxter-Trahair
Chief Administrative Officer

Resolutions from Advisory Committees

Durham Region Anti-Racism Taskforce

1. DRART Letter of Support for Racialized Ukrainian Immigrants

That we recommend to the Finance and Administration Committee for approval and subsequent recommendation to Regional Council:

That a letter be sent from the Durham Region Anti-Racism Taskforce to Regional Council and Durham MPs regarding the Federal government's decision to open the immigration programs in response to the war to Ukrainian citizens only and leave other groups who live in Ukraine who are refugees and immigrants, and who are mostly racialized, that do not have access to come to Canada.