Community Services Committee Agenda

August 6, 2026

2:00 p.m.

Grey County Administration Building

That report CSR-CS-10-26 regarding Community Services Systems, Planning & Compliance Analyst position be received; and
That the creation of a full-time Community Services Systems, Planning & Compliance Analyst position be approved; and
That the creation of the position occur prior to County Council approval in accordance with Section 26.6 (b) of Procedural Bylaw 5134-22, to be funded from existing provincial funds.

That report CSR-CS-18-26 pertaining to Canada-Ontario Community Housing Initiative and Ontario Priorities Housing Initiative investment plans be received; and
That Canada Ontario Community Housing Initiative and Ontario Priorities Housing Initiative Investment Plan 2026-27 be endorsed for annual program delivery.

That report CSR-CS-19-26 regarding the Garafraxa Non-Profit Homes Emergency Repairs Funding Request be received; and
That an unbudgeted amount of $125,000 be provided to Garafraxa Non-Profit Homes Inc.; and
That the unbudgeted expenditure be funded by $75,000 from the Non-Profit General Reserve and $50,000 from Canada Ontario Community Housing Initiative (COCHI).

5. Correspondence

6. Other Business

7. Next Meeting Date

To be determined.

8. Adjournment

Committee Report

To:	Chair Nielsen and Members of Community Services Committee
Committee Date:	August 6, 2026
Subject / Report No:	CSR-CS-10-26
Title:	Community Services Systems, Planning and Compliance Analyst Position
Prepared by:	Anne Marie Shaw, Director of Community Services
Reviewed by:	Niall Lobley, Deputy CAO
Lower Tier(s) Affected:	All

Recommendation

1. **That report CSR-CS-10-26 regarding Community Services Systems, Planning & Compliance Analyst position be received; and**
2. **That the creation of a full-time Community Services Systems, Planning & Compliance Analyst position be approved; and**
3. **That the creation of the position occur prior to County Council approval in accordance with Section 26.6 (b) of Procedural Bylaw 5134-22, to be funded from existing provincial funds.**

Executive Summary

As Community Services prepares for significant provincially mandated modernization initiatives over the next five years, there will be increasing requirements for IT modernization, data management, compliance monitoring, and performance measures, creating increased operational demands across the department. A new full-time Community Services Systems, Planning & Compliance Analyst position is proposed to support initiatives, strengthen compliance and accountability, and support evidence-informed planning and reporting.

Fully funded through existing provincial allocations, the position will provide the capacity needed to meet growing provincial expectations and support high-quality service delivery. Funding was confirmed in July 2026, with recruitment anticipated for fall of 2026.

Background and Discussion

As we look toward upcoming modernization initiatives coming to all departments in Community Services over the next 5+ years, there will be significant change in how service system managers administer, monitor and report on various provincial initiatives.

These changes require increasing time spent on data management, systems administration, compliance monitoring, reporting and performance measures. Currently these responsibilities are distributed across multiple staff positions, creating operational pressures and limiting the department's capacity to fully respond to the demands of service system management. The province has adjusted funding in recognition of these increased expectations which allows for the hiring of one full-time Systems, Planning and Compliance Analyst position.

The proposed Community Services Systems, Planning & Compliance Analyst position will provide leadership for implementation of modernization initiatives while supporting ongoing reporting, compliance, and service planning requirements.

Key responsibilities would include:

- Leading implementation and administration of Early Learning & Child Care technology initiatives. This is projected to take 3-5 years to reach full implementation
- Coordinating data collection, validation, and reporting across Community Services programs
- Supporting compliance and monitoring and accountability requirements related to CWELCC and other provincial funding programs
- Developing key performance indicators, dashboards, and performance measurement frameworks
- Supporting evidence-informed planning, demographic analysis and program evaluation
- Acting as a liaison between various Ministries, service providers, Information Technology Services, and community partners.
- Supporting preparation of Council, management, and Ministry reports

The creation of this position will support successful implementation of the provincial modernization initiatives, strengthen compliance and accountability functions, and the approval of the position will ensure the department has the necessary capacity to meet growing provincial expectations while supporting high-quality service delivery across Community Services.

The funding allocation to support this position was received in July of 2026, with the intended start date of the position being in Fall of 2026.

Legislated Requirements

The province has provided funding identified specifically for the provision of data analysis activities and IT modernization.

Financial and Resource Implications

Grey County has received a new provincial allocation of $46,046 for Early Years IT Modernizations in 2026. $10,500 of this grant is allocated directly to operators, leaving $35,546 to be used by Grey County. The County has also received a $132,797 increase to its EarlyON grant allocation. As the funding was announced in July and the proposed position is not expected to be filled until the fall, the position cost will be significantly less than the new grant. A portion of the unspent funding can be applied against the levy allocated to EarlyON in 2026 to create a surplus, after that any unspent funding will be returned to the province. In 2027 the full cost of this position including benefits, supplies and materials is estimated to be $150,000.

Assuming that the grant remains the same in 2027 as 2026, staff would utilize the grant to fully fund this position and inflationary increases from the 2026 budget. Effectively this would result in the 2027 Early Learning and Child Care budget being the same as the 2026 approved budget.

Relevant Consultation

☐ Internal (list)

- ☐ AODA Compliance (describe)
- ☐ Contribution to Climate Change Action Plan Targets (describe)

☐ External (list)

Appendices and Attachments

None.

Committee Report

To:	Chair Nielsen and Members of the Community Services Committee
Committee Date:	August 6, 2026
Subject / Report No:	CSR-CS-18-26
Title:	Canada Ontario Community Housing Initiative and Ontario Priorities Housing Initiative Investment Plan 2026-27
Prepared by:	Josh Gibson, Manager of Housing Programs
Reviewed by:	Anne Marie Shaw, Director of Community of Services
Lower Tier(s) Affected:	

Recommendation

1. **That report CSR-CS-18-26 pertaining to Canada-Ontario Community Housing Initiative and Ontario Priorities Housing Initiative investment plans be received; and**
2. **That Canada Ontario Community Housing Initiative and Ontario Priorities Housing Initiative Investment Plan 2026-27 be endorsed for annual program delivery.**

Executive Summary

This report outlines the planned investments for Provincial funds being provided to Grey County to support housing renewal, expansion and affordability. These funds are delivered through the Canada-Ontario Community Housing Initiative (COCHI) and Ontario Priorities Housing Initiative (OPHI). The funding received from the programs is to be allocated prior to March 31, 2027.

Background and Discussion

National Housing Strategy

On April 30, 2018 the Province signed a bi-lateral agreement with the Canadian Mortgage and Housing Corporation regarding the National Housing Strategy. This agreement aligns programs that include federal funding alongside Ontario’s Community Housing Renewal Strategy to Increase the supply of affordable housing, improve access and supports, and ensure long-term sustainability of community housing.

The National Housing Strategy is reaching the conclusion of its 9 years with the final fiscal year ending on March 31, 2028.

The bi-lateral agreement provides the funding for the COCHI and OPHI Programs with targets set out for Grey County as the Service Manager to meet regarding a number of units impacted by new affordability through either builds or rental supplements.

Canada-Ontario Community Housing Initiative (COCHI)

The Canada-Ontario Community Housing Initiative (COCHI) is funding intended to protect the long term viability of community housing by supporting ongoing repairs, support end of operating agreements, and expand stock through new builds or new rental supplement programs.

In order to meet requirements under the National Housing Strategy there is a requirement for each service manager to add new affordable units with the funding allocation. Grey County is required to add 15 new units to meet the funding requirements from the Province. The investment plan will include 3 units funded under new build capital and 12 units funded as a rental supplement.

Grey County has received an allocation of $1,404,200 for the 2026-27 fiscal year. The County will retain 5% of funding as allowable to support administration costs.

Ontario Priorities Housing Initiative (OPHI)

The Ontario Priorities Housing Initiative (OPHI) was developed to address local housing priorities including the development of new construction, implementation of new rental supplements, and repair of existing units to ensure long term viability. Grey County has been allocated $322,900. The County will retain 5% of funding as allowable to support administration costs.

Investment Plan

The table below outlines planned funding for the 2026-2027 allocation of COCHI and OPHI funds.

2026-27 COCHI & OPHI Investment Plan	
Canada Ontario Housing Benefit (COCHI)	
Program Allocation	$1,404,200
Administration • 5% of program allocation to support admin costs	$70,210
Rental Supplements • 45 returning unit subsidies • 12 new rental supplements in direct to landlord	$520,000
Capital – New Build • Dundalk Build Project • 3 Units Funded under COCHI	$500,000
Community Housing Repairs • Funds to support Capital projects in Grey County Apartment buildings	$313,990
Ontario Priorities Housing Initiative	
Program Allocation	$322,900
Administration • 5% of program allocation to support admin costs	$16,145
Rental Supplements • 43 Returning Rental Supplements	$274,465
Housing Supports • 10% of OPHI allocation eligible to be used to for Housing Support Services to support tenants with retaining housing.	$32,290

Financial and Resource Implications

These programs are 100% provincially funded.

Relevant Consultation

☒ Internal (Finance)

- ☐ AODA Compliance (describe)
- ☐ Contribution to Climate Change Action Plan Targets (describe)

☐ External (list)

Appendices and Attachments

None.

Committee Report

To:	Chair Nielsen and Members of the Community Services Committee
Committee Date:	August 6, 2026
Subject / Report No:	CSR-CS-19-26
Title:	Garafraxa Non-Profit Homes Emergency Repairs Funding Request
Prepared by:	Josh Gibson, Manager of Housing Programs
Reviewed by:	Anne Marie Shaw, Director of Community Services
Lower Tier(s) Affected:	

Recommendation

1. **That report CSR-CS-19-26 regarding the Garafraxa Non-Profit Homes Emergency Repairs Funding Request be received; and**
2. **That an unbudgeted amount of $125,000 be provided to Garafraxa Non-Profit Homes Inc.; and**
3. **That the unbudgeted expenditure be funded by $75,000 from the Non-Profit General Reserve and $50,000 from Canada Ontario Community Housing Initiative (COCHI).**

Executive Summary

This report recommends providing emergency repairs funding in the amount of $125,000 through a combination of the Non-Profit Housing General Reserve and the Canada Ontario Community Housing Initiative. Garafraxa Non-Profit Homes provides a mixture of below market and Rent Geared to Income housing for 25 households in Durham, ON.

The repairs are urgent as a large sinkhole near the building has caused significant concern for structural safety.

Background and Discussion

Garafraxa Non-Profit Homes Inc.

Located at 329 Garafraxa St. North, Durham, ON this Non-Profit housing provider offers 25 units of mixed housing, including 17 Rent Geared to Income Units. The property is located on the north side of Durham on a relatively high slope. In April of 2026 a large sinkhole developed compromising the parking lot as well as a retaining wall on the property which required immediate attention.

An Engineering report obtained by Garafraxa Non-Profit stated that the sinkhole was the result of unusually high rainfall. The property has experienced water issues in the past, and the sinkhole was a symptom of drainage issues on the site. The repairs required to repair the urgent erosion issue and fix the issue long term is $275,000.

Garafraxa Non-Profit submitted a letter requesting financial support offsetting the impact to their capital reserves for these repairs.

Non-Profit Capital Reserves

Non-profit Housing providers who receive ongoing support from Grey County are required to maintain capital reserves funding under the Housing Services Act in an approved investment fund. They are required to make an annual contribution to this reserve to ensure long-term viability. Garafraxa continues to meet all the requirements for their capital reserve. The urgent erosion was unable to be planned or budgeted for resulting in their ask for County financial support.

End of Operating Agreements

As Non-Profit providers reach their end of operating agreements from the time of their original builds Grey County is entering into new agreements to ensure we maintain affordable housing in our community at a consistent level. If the repairs at Garafraxa were carried out with the Non-Profit seeking a loan to cover the expense, Grey County would need to consider that ongoing payment as part of long term subsidy which in addition would include interest on the loan to ensure the project remains affordable for tenants.

Providing these funds through reserve and COCHI at the time of the repairs allows us to remove this additional expense from the End of Operating Agreements.

Repairs Funding

Due to the scope of the work to be completed and large cost, this report recommends providing a total of $125,000 in funding for repairs.

The unbudgeted expenditures are proposed to be funded with a $75,000 transfer from the Non-Profit Housing General Reserve and $50,000 of provincial funding through the Canada Ontario Community Housing Initiative (COCHI) which is intended to ensure the long-term viability of Community Housing through repair funding.

Legal Considerations

None

Financial and Resource Implications

The Non-Profit Housing General Reserve had a balance of $247,592 at December 31, 2025 with no other planned withdrawals in 2026 or 2027. This reserve balance is made up of past surplus’s returned from not-for-profits and was created to help with any emergency needs of the Not-for-Profit Housing providers.

Relevant Consultation

☒ Internal (Finance)

- ☐ AODA Compliance (describe)
- ☐ Contribution to Climate Change Action Plan Targets (describe)

☐ External (list)

Appendices and Attachments

Garafraxa Non-Profit Funding Request for Emergent Repairs June 2026

GEI Consultants Sinkhole Letter – 329 Garafraxa St.- Apr 23, 2026

GARAFRAXA NON-PROFIT HOMES INC.
DURHAM, ONTARIO

June 22, 2026

County of Grey
595 9th Avenue East
Owen Sound, Ontario
N4K 3E3

Attn: Anne Marie Shaw, Director of Community Services

Dear Ms. Shaw:

At a meeting of the Board of Directors, held June 8, the Board passed a resolution to request County assistance with emergency work required at 329 Garafraxa Street North.

As previously discussed, a sink hole developed in April in the back parking lot. An engineering report stated that this sink hole occurred as a result of the unusually high amount of rainfall. The parking lot retaining wall was further compromised and needed to be taken down immediately and in a controlled manner. All of this work was completed at the same time as the emergency temporary repair to the parking lot.

Garafraxa Non Profit Homes is built on the north hill coming into Durham. A comprehensive engineering report in 2021 reported numerous water issues as result of the run off from the hill. The units to the north are requiring exterior work to put in proper drainage to redirect the run off. All of the run off then continues under the back parking lot which is where the sink hole developed.

In total, the work required to repair the back parking lot is $170,000 while the work to the north side of the building is $100,000.

We respectfully ask the County to consider our request for additional funding to assist with these emergent repairs.

Thank you

Shari Huber
Financial Administrator

Mailing Address
1-700 21ST Street East, Owen Sound, ON N4K 6W1
Telephone: 519-376-0573
Email: durham@nphousing.ca

April 23, 2026
Project No. 2402904

VIA EMAIL: shari@nphousing.ca

Shari Huber, Executive Director
Owen Sound Municipal Non-Profit Housing Corporation
700 – 21st St. East
Owen Sound, ON N4K 6W1

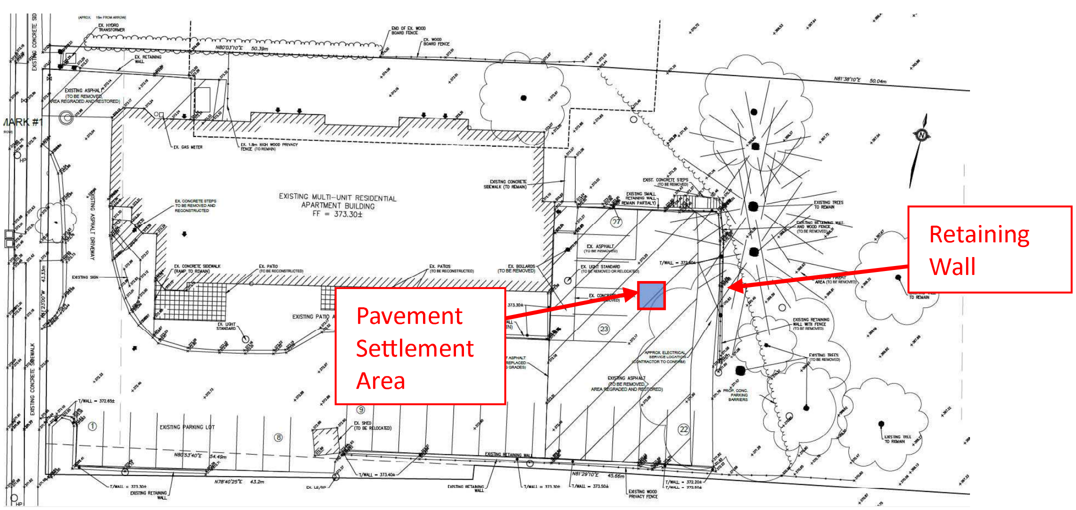
Re: Parking Lot Settlement – Initial Observations
Garafraxa Homes, 329 Garafraxa Street
Durham, ON

Dear Shari:

As requested by Andy Smit of JP Commercial Contractors Inc., the undersigned attended the above noted site at approximately 1:00 pm on April 17th, 2026 to review an area in the parking lot where localized surficial pavement settlement was initially observed by your staff on April 16th, 2026. The location of the pavement settlement is outlined in Figure No. 1 (below) and photos of the asphalt distress and subgrade settlement areas also provided below.

Based on GEI's initial surficial review of the asphalt pavement settlement (April 17th), it appeared that the observed asphalt pavement settlement is a result of a loss of the underlaying granular base/backfill which was used in the construction of the paved parking lot. The cause for the loss of granular material and creation of a void is likely due to surface water or shallow groundwater infiltration causing localized migration of the granular base soils into a surrounding or adjacent void. However, the receptor location where this granular material was transported to remains unconfirmed. It is noted that significant rainfall events have occurred this spring, which was likely a contributing factor.

<u>Figure No. 1 – Pavement Distress/Investigated Areas:</u>



The surficial asphalt was partially removed to expose the limits of the granular settlement, the granular subgrade appears to have a current void measuring approximately 0.7 m^3. From the broken edge of the asphalt, the void mainly extends to the east by approximately 1.0 m and is approximately 0.5 m in depth (the void also extends slightly in the other directions). When probing using a steel rod, the undisturbed granular density is considered to be compact, with the exception to the east (where the granular is loose).

Since the gravel migration appears to be following an easterly tract (based on the location of the loose material), it should be noted that an existing precast block retaining wall is located approximately 3.0 m east of the observed asphalt settlement.

Photo No. 1 – Pavement Settlement

Pavement Settlement & Migrated Granular
Documented April 16, 2026
(Site Location - see Figure No. 1)

Photo No. 2 – Pavement Settlement (Initial Review Area)

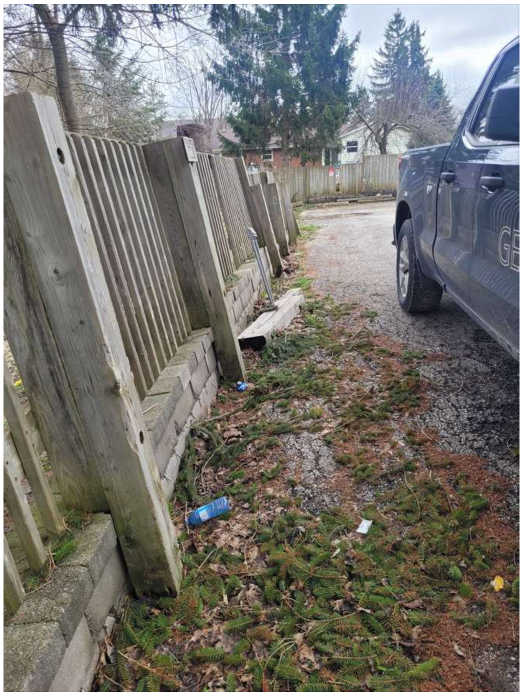
Pavement Settlement & Migrated Granular
Documented April 17, 2026
(Site Location - see Figure No. 1)

After the initial review, the contractor (JP Commercial Contractors Inc.) saw-cut and removed a ±2.0 m by ±2.0 m area of asphalt (directly over the subgrade void) and filled the subgrade void using Granular 'A' maintenance gravel (level with the surrounding asphalt surface). This approach is considered a temporary measure to make the parking lot safe for its intended use where the pavement settlement occurred. A small stockpile of gravel was also deposited along the perimeter of the paved parking area for the continuation of the granular maintenance until a more detailed subgrade investigation and proposed remedial works can be determined.

As noted above, the precast block retaining wall is located immediately east and downgradient of the settlement area. Upon discussion with GEI staff familiar with the site, photo documentation identified movement in the retaining wall since 2021 and subsequently in 2023. Significant freeze-thaw cycles, snowfall and groundwater observed during recent winter and spring seasons has likely contributed to the continuation of the retaining wall movement, resulting in the severe leaning condition (as compared to the 2021 site photos). Refer to Photos 3 and 4 below.

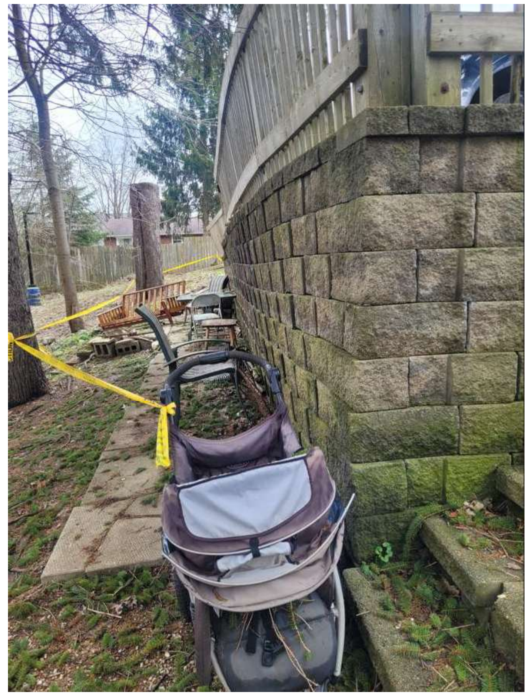
It is understood that a comprehensive plan for site improvements across this area has been completed and is under review. These proposed improvements would indirectly address the remediation works as part of a permanent overall solution, instead of temporary repairs. Regardless if the repairs will be temporary or long-term, it is recommended that monitoring of the parking lot surface be completed as an on-going assignment by the property manager/owner and any additional disturbances be reported accordingly.

<u>Photo No. 3 – Retaining Wall</u>



Precast Block Retaining Wall
View looking South - April 17, 2026
(Site Location - see Figure No. 1)

<u>Photo No. 4 – Retaining Wall</u>



Precast Block Retaining Wall
View looking North - April 17, 2026
(Site Location - see Figure No. 1)

Based on the available data and observed site conditions, it is suspected that the observed pavement settlement is a result of the retaining wall movement. Since there is a perforated drainage tile installed in the retaining wall backfill to relieve hydrostatic pressure, the retaining wall movement may have severed or damaged the drainage tile and is permitting the migration of the parking lot granular into the void of the subdrain pipe or voided clear stone backfill. Further site investigation will be required to determine the actual cause and extent of the void/settlement. However, with the current condition of the retaining wall and the recent groundwater movement and migration of saturated soils, it was recommended to install a security fence around the retaining wall for safety reasons until the retaining wall can be reinforced or replaced.

Please feel free to contact me if there are any questions or concerns regarding the above noted observations and recommendations.

GEI CONSULTANTS CANADA LTD.
Per:

Derek Brewster

Derek Brewster, C. Tech.
DB/clw

cc: JP Commercial Contractors Ltd.: Andy Smit - asmit@jpcommercial.ca
GEI Consultants Canada Ltd.: Bill Dubeau, P.Eng. – bdubeau@geiconsultants.com
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File No. 2402904