

1635 Dundas Community Liaison Committee

Minutes

Location: 1635 Dundas St. E., Whitby
Date: 2025-01-16
Time: 7 – 8:30 p.m.

Attendees:

Christopher Simms
Ema Rosa
Eva Guta
Jennifer Bishop
Lisa McIntosh
Margaret Eskins

Marla Walters
Paul Johnston
Rhonda Jessup
Sarah Klein
Stacey Leadbetter

Stephanie
Corringham
Stephanie Leblanc
Stratton Findlay
Travis Tiedge

Regrets: Akuah Frempong, Amanda Hoover, Jose Barbosa, Reverend Alexander Wilson

Guests: John Gallen – Town of Whitby, Rachel Small – Region of Durham

1. Welcome & Land Acknowledgement

- Lisa McNee Baker has a standing conflict for 2025 so will be stepping back from the committee
- Jose Barbosa will not be able to attend the meetings for the next while but will remain on the committee. He will connect with Lisa to continue to be informed
- Welcome Stephanie Corringham to the committee

2. Approval of Agenda & November 2024 Minutes

- November 2024 Minutes - Approved and circulated
- January 2025 Agenda - Approved

3. CFOC Update

- November & December 2024 Data attached to the minutes

4. Community Inquiries or Occurrences

- No community inquiries or occurrences
- Feedback has been a lot of growth between the Region, CFOC and the community
- New fencing has been installed
- Would be interesting to see year to date data on the long-term stats for housing
 - Would be beneficial to have that added to future minutes
- Success stories are not being shared broadly with the community – they would like to hear more if possible
 - Success stories are very individualized
 - Can inquire with the Region's Communications Department to see if we can do another round of success stories for the public while continuing to respect people's privacy
 - Potentially frame with questions such as:
 - How the shelter has supported us?
 - Where would you be if the shelter wasn't here?
 - Expand on the previous video series that the Region shared broadly with the community – not necessarily full videos
 - These success stories should be encouraged to all patrons
 - Peer mentorship programs could help
 - Offering supports where needed to help them share their stories
 - Having a centralized way to share these stories would be very beneficial
 - Example – activity nights at 1635 (scrabble example)
 - Highlighting as many bright spots as possible even small ones help
 - Staff shares – i.e. how working in the shelter has impacted them?

5. Art Exhibit Update

- **February 12 – Station Gallery Whitby – Art Exhibit – 7-9 p.m.**
- Main floor would be preferred – 40 pieces of artwork maximum will be displayed so limiting this exhibit to just 1635 Patrons pieces
 - The artists will be present the evening of
 - They are also able to sell their artwork that evening
- Poster and social media is being prepared by the Region's Comms
 - Donations of art supplies can be dropped off the night off if interested
 - Name tags for anyone from the CLC that attends
- Anyone that would like to volunteer please reach out to Jennifer Bishop
- Future exhibits that could be open Region wide could be very well received
 - GAP Committee has already been discussing opportunities for the future

6. Town of Whitby – Security Update Presentation

- John Gallen, Town of Whitby

- Presentation will be attached the end of the minutes
- John will be presenting at Whitby Council in March
- Update the incidents reported slide with some footnotes before it is broadly shared

7. Business Arising

- The Phase 2 engagement data has been updated
 - Report will go out in the Council Information Package the week before February 3
 - The Whitby Council presentation will be February 3
- Committee bright spots – could we highlight some of the positives from the work the committee has done?
 - The BBQ
 - Art Exhibit
 - E-mail CLC if there's anything you'd like to highlight
- CLC meetings will not be held at 1635 because construction will be needing it soon – will communicate where meetings will be held

Meeting adjourned 8:30 p.m.



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Shelter Report: 1635 Dundas St E, Whitby

November 2024

Shelter Stay:

Admissions: 51
Total Clients on Waitlist:
Admissions from Waitlist: 5 (86 YTD)
Bed Stays: 1369 (10834 YTD)
Occupancy Rate: 100.74%
Distanced Patrons: 3
Emergency 911 Calls: 8 (99 TYD)
Turnaways – At Capacity: 340 (2,365 TYD)

Client Data:

New Clients: 5 (160 YTD)
Youth 18-24: 2
Adult 25-59: 31
Senior 60+: 18
Male: 35
Female: 15
Non-Binary: 1

Patron Housing Success:

Engaged in Housing-Focused Supports: 51
Housed with Family: 0
Housed in Independent Housing: 2
Housed in Supportive Housing: 0
Transitioned Long-term Treatment: 2
Admitted into Detox: 2
DOC Program Sessions: 25
Partner Agency Program Sessions: 0

Onsite Partner Services:

Pinewood Addictions (Bi-Weekly)
DCHC Hep C, Harm Reduction, Primary Care, Indigenous Outreach (Weekly)
Durham Region Mobile Health Clinic (Monthly)
Durham Region IEHSD Transitional Support Team (Weekly)



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Shelter Report: 1635 Dundas St E, Whitby

December 2024

Shelter Stay:

Admissions: 49
Total Clients on Waitlist: 474
Admissions from Waitlist: 3 (89 YTD)
Bed Stays: 1419 (12,519 YTD)
Occupancy Rate: 103%
Distanced Patrons: 2 (44 YTD)
Emergency 911 Calls: 7 (106 YTD)
Turnaways – At Capacity: 220 (2,585 YTD)

Client Data:

New Clients: 3 (163 YTD)
Youth 18-24: 2
Adult 25-59: 30
Senior 60+: 17
Male: 35
Female: 14

Patron Housing Success:

Engaged in Housing-Focused Supports: 48
Housed with Family: 0 (5 YTD)
Housed in Independent Housing: 1 (9 YTD)
Housed in Supportive Housing: 0 (3 YTD)
Transitioned to Long-term Treatment: 1 (3 YTD)
Admitted into Detox: 0 (7 YTD)
DOC Program Sessions: 24
Partner Agency Program Sessions: 6

Onsite Partner Services:

Pinewood Addictions (Bi-Weekly)
DCHC Hep C, Harm Reduction, Primary Care, Indigenous Outreach (Weekly)
Durham Region Mobile Health Clinic (Monthly)
Durham Region IEHSD Transitional Support Team (Weekly)
JHSD Housing, Employment, ID Support (Monthly)

CPTED Audit Designated Parks

John Gallen
Supervisor, Corporate Security
Town of Whitby

Background

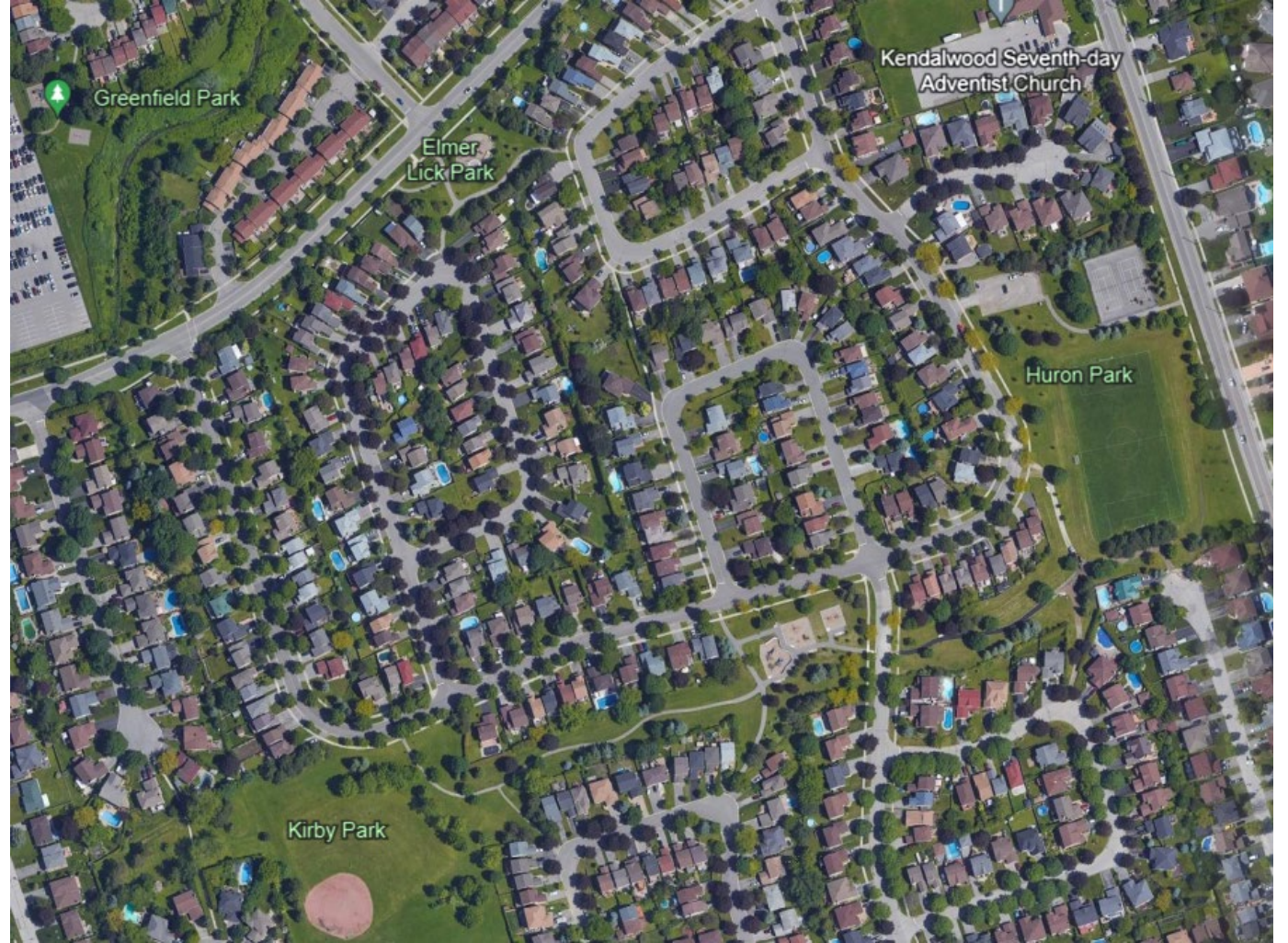
Agreement

The agreement between the Town of Whitby and Durham Region contains a commitment to complete Crime Prevention Through Environmental Design (CPTED) Audits of the 5 designated parks by the end of 2024.

These audits will be conducted in three phases over multiple months to assess the designated parks in a variety of seasons and hours of the day.

Designated Parks

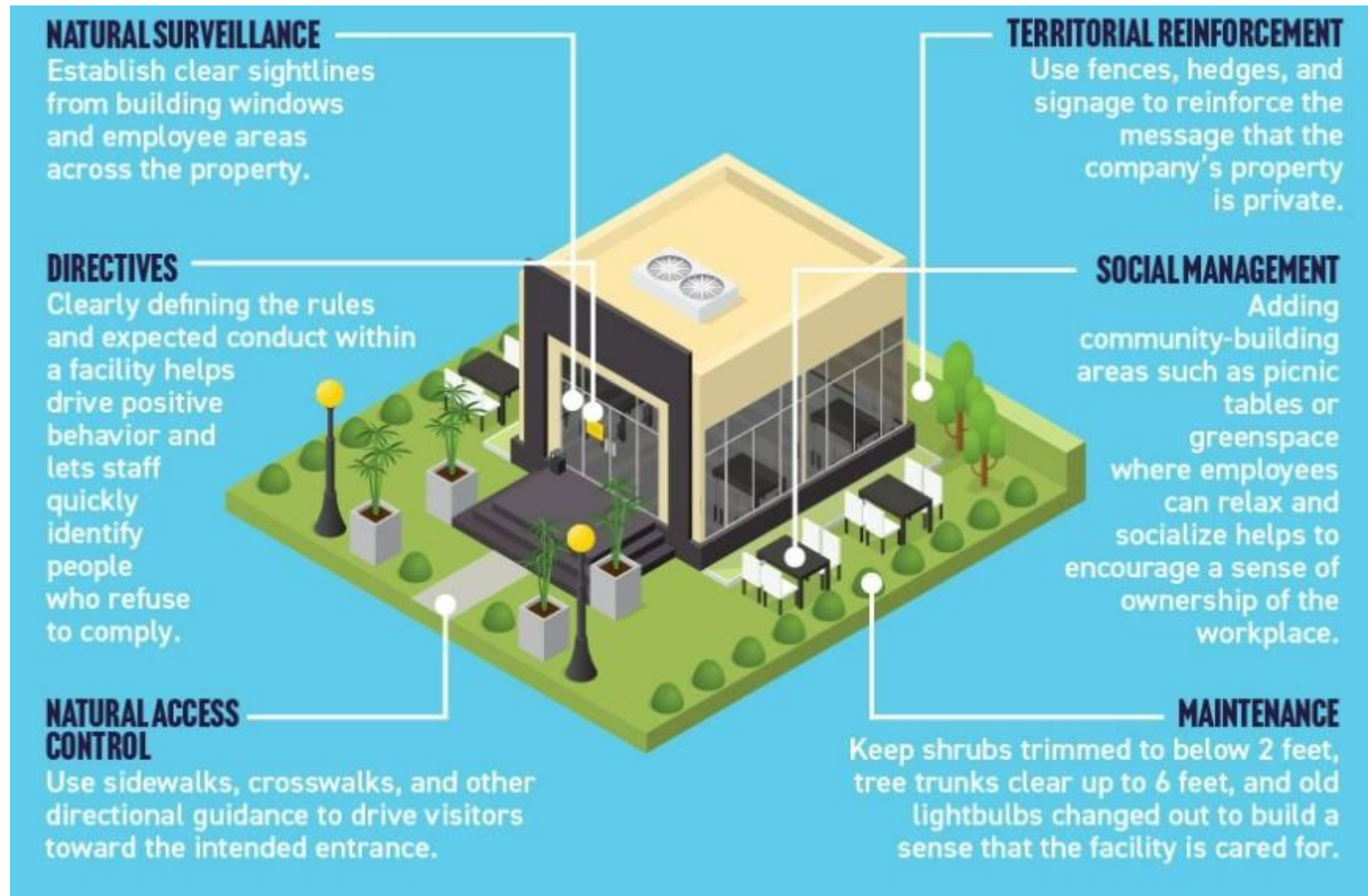
- Elmer Lick
- Greenfield
- Huron
- Kirby
- Prince of Wales



CPTED Overview

- Crime Prevention Through Environmental Design (CPTED) is a multi-disciplinary approach for reducing crime and fear of crime.
- CPTED strategies aim to reduce victimization, deter offender decisions that precede criminal acts, build a sense of community among residents and to reduce crime opportunities.

CPTED Design Strategies



Site Visits

Phase 1

Date	DoTW	GrnFld	Elmer	Huron	Kirby	PoW
06-Feb-24	Tue	1000h	0830h	1130h	1400h	1500h
24-Feb-24	Sat	1300h	1400h	1500h	1545h	1630h
26-Feb-24	Mon	2100h	2130h	2200h	2245h	2330h
04-Mar-24	Mon	0800h	0830h	1230h	1300h	1330h
13-Mar-24	Wed	1400h	1430h	1500h	1545h	1615h
28-Mar-24	Thu	0830h	0915h	1000h	1045h	1130h
07-Apr-24	Sun	1430h	1500h	1530h	1700h	1730h
26-Apr-24	Fri	2200h	2230h	2300h	2330h	0000h

Phase 2

Date	DoTW	GrnFld	Elmer	Huron	Kirby	PoW
13-May-24	Mon	0900h	0930h	1000h	1030h	1100h
30-May-24	Thu	1700h	1730h	1800h	1830h	1900h
05-Jun-24	Wed	0800h	0830h	0900h	0945h	1030h
15-Jun-24	Sat	1400h	1430h	1500h	1545h	1615h
20-Jun-24	Thu	2130h	2200h	2230h	2300h	2330h
03-Jul-24	Wed	0930h	1000h	1030h	1100h	1130h

Phase 3

Date	DoTW	GrnFld	Elmer	Huron	Kirby	PoW
09-Sep-24	Mon	1400h	1430h	1500h	1545h	1615h
28-Sep-24	Sat	2200h	2230h	2300h	2330h	0000h
07-Oct-24	Mon	0900h	0930h	1000h	1030h	1100h
21-Nov-24	Thu	1300h	1400h	1500h	1545h	1630h

Observations

Elmer Lick

- Entire play area is visible from Nichol Ave.
- Some directive signage missing.
- Landscaping is well maintained.
- No graffiti or damage found.
- Small amount of litter.
- No signs of drug use.
- No encampments.



Observations

Greenfield

- Most of play area visible from Greenfield.
- Entire play area visible from mall parking.
- Directive sign missing at Springwood St.
- Landscaping maintained by play area.
- Underbrush is overgrown by creek.
- No graffiti or damage found.
- Small amount of litter.
- THC vapes by creek.
- No encampments.



Observations

Huron

- Park is mostly visible from Kirby Cres.
- Courts partly visible from Kendalwood.
- Directive sign missing at Kendalwood.
- Trees need trimming to keep sightlines.
- Minor graffiti (tag) found on bench.
- Small amount of litter (dog waste).
- No signs of drug use.
- No encampments.



Observations

Kirby

- Entire play area is visible from Kirby Cres.
- Directive signs in place at all access points.
- Small amount of litter & 1 lighter found.
- Several dog waste bags found.
- No damage or graffiti.
- No signs of drug use.
- No encampments.



Observations

Prince of Wales

- Park is partly visible from Prince of Wales Dr.
- Directive signs in place at both entrances.
- Trees need trimming to keep sightlines.
- No graffiti or damage found.
- Small amount of litter found.
- No signs of drug use.
- No encampments.



Service Request Summary

The following tables contain CPTED relevant service requests for all the designated parks that were reported to the Operations Division. This information was sourced from the Operations Division work order system. It should be noted that it is not always possible to attribute the cause of a service request to homelessness, except encampments.

Category	Includes
Drugs/Needles/Para.	Needles, Pipes, Bongs, Foil/Baggies, Other Paraphernalia
Encampment/Tenting	Tents, Makeshift Shelters
Garbage/Debris	Receptacles Overflowing, Dumping, Litter, Debris
General Maintenance	Benches, Fences, Playground Equipment, Pests, Signs
Landscaping	Grass Cutting, Downed Trees, Tree Trimming, Weeding
Parking/Traffic	Parking on Grass, Parking in No Parking Area, Unsafe Driving
Vandalism/Graffiti	Damaged Signs & Equipment, Paint & Marker Tagging

Service Request Summary

All Designated Parks - 2018 to 2023

Category	2018	2019	2020	2021	2022	2023	Totals	Avg/Yr
Drugs/Needles/Para.	0	0	0	1	0	0	1	0.17
Encampment/Tenting	0	1	0	0	1	0	2	0.33
Garbage/Debris	7	2	5	3	2	1	20	3.33
General Maintenance	4	3	22	8	11	4	52	8.67
Landscaping	5	7	11	12	4	8	47	7.83
Parking/Traffic	1	0	0	0	0	2	3	0.50
Vandalism/Graffiti	2	1	5	3	6	7	24	4.00
	19	14	43	27	24	22	149	24.8333

All Designated Parks – 2024 (01 Jan to 15 Nov)

Category	Pre-Shelter	Post-Shelter	Total	Compared to 6 Year Avg
Drugs/Needles/Para.	0	3	3	Increase of 2.83 requests.
Encampment/Tenting	0	5	5	Increase of 4.67 requests.
Garbage/Debris	1	8	9	Increase of 5.67 requests.
General Maintenance	0	4	4	Decrease of 4.67 requests.
Landscaping	1	4	5	Decrease of 2.83 requests.
Parking/Traffic	0	0	0	Decrease of 0.5 requests.
Vandalism/Graffiti	1	2	3	Decrease of 1 request.
	3	26	29	

This data includes all service requests by Category. Often, it is not possible to determine if a complaint is related to homelessness, except encampments. None of the drug use or vandalism concerns, and most of the garbage/debris complaints were not directly attributed to homelessness.

Recommendations

CPTED Measures

1. Install new or replace missing Directive Signage at all park entrances.

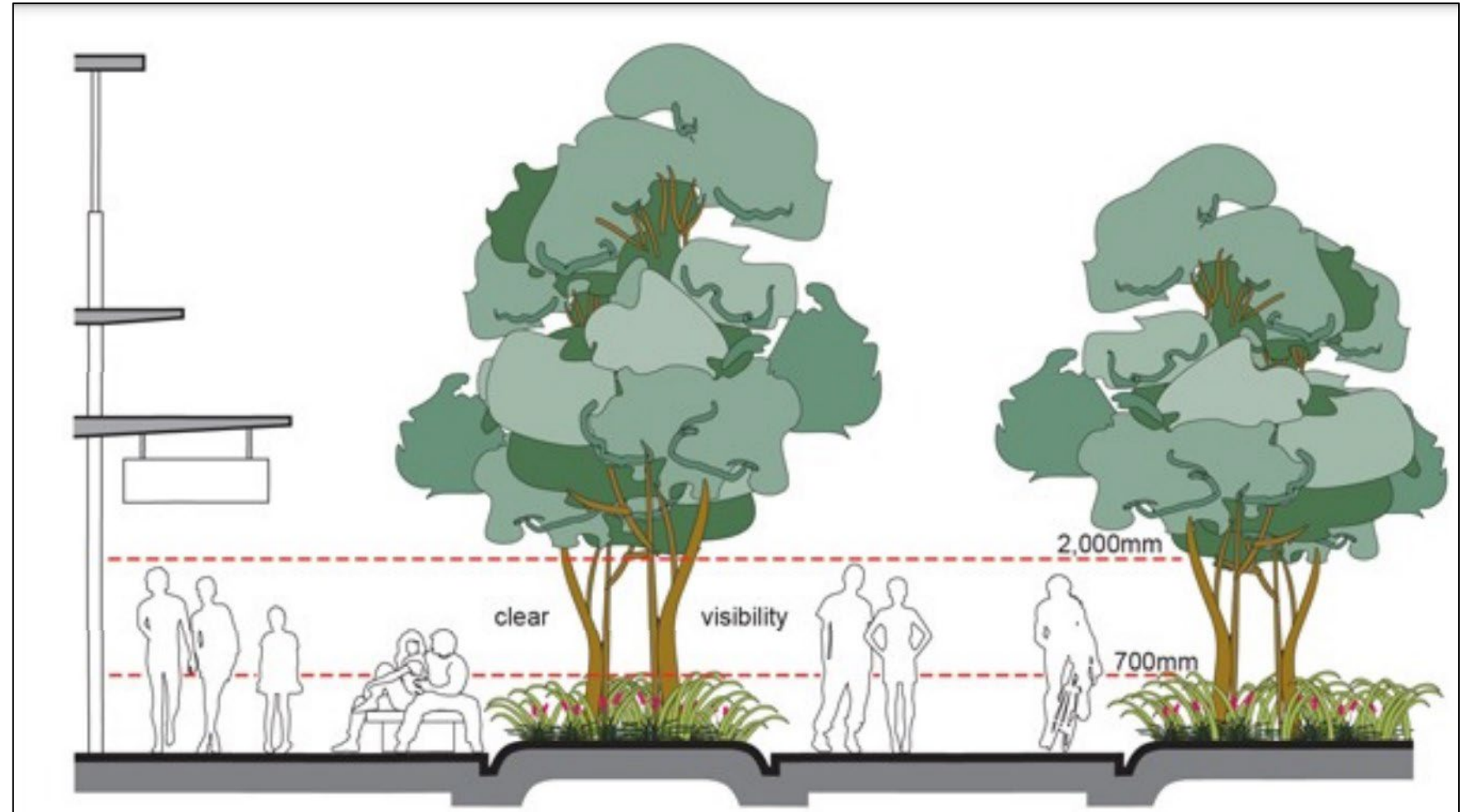
- Directive signage provides information to park users about authorize/unauthorized activity.
- Signs must comply with Accessible Signage & Wayfinding Implementation Report CMS 06-22

2. Trim low hanging branches and overgrown brush.

- Some parks are withing the Central Lake Ontario Conservation Authority (CLOCA).
- Ontario Regulation 42/06 places requirements on vegetation on CLOCA aeras.
- Brush height to remain sufficient to impede access to certain areas.
- See diagram on next page for CPTED landscape standards.

Recommendations

CPTED Landscape Standards



Recommendations

Non-CPTED Measures

3. Install one solar/wireless Security Camera with motion recording.

- Cameras are a useful investigative tool, as an unbiased witness, to determine what did or did not happen, when it did or did not happen, and where it did or did not happen. This type of fact-based data is key in making decisions about which measures are needed to address security and safety concerns in parks.
- Completed in all 5 Designated Parks in October 2024.

4. Regular patrols of the parks by Durham Region Security Team.

- Paragraph 16 of the Agreement between the Town of Whitby and Durham Region states that the Region's Mobile Security will patrol the shelter and general vicinity each day and night as per Attachment D of the Agreement.

CLC Requests

1. Rubber tile surfacing for playground structures.

- Feedback was received from the 1635 Community Liaison Committee (1635 CLC) about changing the engineered wood fibre or sand under play structures to rubber tiles. The concern expressed was related to sharps being more visible on the tiles.
- Zero reports of a needle being found in wood/sand in any designated park in past 7 years.
- Parks Planning & Development staff provided the following feedback:
 - The Town Standard for playgrounds is engineered wood fibre.
 - Rubber tiles are installed where there is an accessibility need.
 - Rubber tiles have the following issues/limitations:
 - High cost of installation.
 - Prone to damage, theft, and vandalism.
 - Heat retention, fading, and discolouration.
 - Seam separation and cleaning difficulties.
 - Cushioning can be inconsistent, and repairs are costly.
 - Environmental concerns related to off-gassing and micro-plastic pollution.

Based on the above information, it is not recommended to change the surfacing for rubber tiles.

CLC Requests

2. Installation of lighting in parks.

- Feedback was received from the 1635 CLC about the possibility of installing lights in all parks. The reason for the request is that lighting would deter persons gathering and engaging in unwanted or prohibited activity.
- The following CPTED factors apply to lighting installations:
 - Do not light areas not intended for night-time use.
 - The level of light will depend on the specific context of the space.
 - Areas that are lit should not have a negative impact on adjacent residences.
 - Transitional zones between lit and non-lit areas, the contrast can lead to momentary night vision loss.
- The installation of lighting in the designated parks is not recommended for the following reasons:
 - Town By-Law #7419-18 Public Parks and Park Buildings, prohibits use of parks at night.
 - Adding lighting would encourage park use outside of the hours permitted in the by-law.
 - Street and parking lot lighting adjacent to Elmer Lick, Greenfield, and Kirby parks provides some ambient light that is sufficient to see into the park from the road or sidewalk.
 - There is no electrical power infrastructure in place at the designated parks, making the installation of lighting cost prohibitive.
 - Lighting sufficient to cover the entire area of most parks would directly impact adjacent residences.

Next Steps

Item	Details	Timeline
Directive Signage	Replace missing or install new directive signage to accessible standards.	- Replace missing signs by Spring 2025 - Change older (non-accessible) signs by Spring 2026
Landscaping	Trimming of tree branches and shrubs to CPTED Standards	- Some trimming was completed in Fall 2024 - Remainder to be completed in Spring 2025
Cameras	Installation of one solar/wireless camera per park	- Completed in October 2024 - Camera system check done daily
Security Patrols	Region of Durham Security Team Patrols as per Paragraph 16 of Agreement.	- John Gallen to meet with Durham Region Security to discuss reporting processes by end of January 2025
Other Ongoing	Incident tracking and completion of remaining work.	- Incident tracking for Town Sites is done monthly. - Remaining work listed above will be checked quarterly.

Questions



Contact:

John Gallen

Supervisor, Corporate Security

gallenj@whitby.ca

1635 Dundas Community Liaison Committee

Minutes

Location: 1635 Dundas St. E., Whitby

Date: 2025-02-20

Time: 7 – 8:30 p.m.

Attendees:

Akuah Frempong,
Ema Rosa
Eva Guta
Gill Lock
Jennifer Bishop

Lisa McIntosh
Paul Johnston
Renee Dupuise
Rhonda Jessup
Stacey Leadbetter

Stephanie Leblanc
Stratton Findlay
Travis Tiedge

Regrets: Christopher Simms, Jose Barbosa, Margaret Eskins Marla Walters, Reverand Alexander Wilson, Sarah Klein, Stephanie Corringham

Guests: Becky Buchanan – Region of Durham

1. Welcome & Land Acknowledgement

The committee welcomed Gill Lock, DRPS Divisional Inspector from Whitby.

2. Approval of the Agenda

February 2025 Agenda - Need to add Approval of the Minutes to the agenda

3. Approval of the Minutes

The meeting was held at 1635 Dundas St. E., Whitby on February 20, 2025. Key points discussed included the approval of the agenda and minutes. CFOC update (note related to a GLC member's, not removed) from the minutes before circulating community inquiries or occurrences, membership updates, action items, business arising, and meeting adjournment.

4. CFOC Update

No one was in attendance at this meeting; the shelter report will be circulated next week and attached to the minutes.

5. Community Inquiries or Occurrences

- No inquiries or occurrences from the past month.
- There has been a request to drop off a large quantity of items. We appreciate donations, however if the room on site is full, we will connect donors with community agencies that serves similar populations.
- We are still in need of winter coats and boots (new or gently used).
- A review of the available boot sizes will be conducted, particularly looking for men's larger sizes.
- A short list of needed coat and boot sizes will be shared with the committee.
 - Donations can be dropped off at the door used for meetings on the East side of the building. Security remains at the doors 24/7.
- CLC members inquired regarding the cold and snow if there was enough warming space.
 - It was shared that all Durham warming centres are very active.
 - WhatsApp is used for communication between warming centres to share availability and ensure people get in from the cold.
 - Pickering warming centre has temperature restrictions, but it remains open if the temperature is -12°C or colder due to the heavy snow.
 - Most centres will remain open until March 31 overnight.
 - Bus tickets are available for transportation, and taxi services and other transportation options are provided if needed.

The Regional Street Outreach Team coordinates transportation for those stuck outside

6. Discussion Items

Membership updates

The process to bring new members on to the CLC was discussed. The CLC will provide input into a review the Terms of Reference. The group share that it may be time to set some parameters for attendance and participation. It was noted that the Chair's commitment is for 1 year, while members' commitment is for 2 years. Additionally, it was mentioned that the committee is a liaison committee and operates using a consensus model for decision-making.

Action Items:

- Add a review of the Terms of Reference to next month's agenda.
- There is a vacant business owner representative position on the committee. Lisa and Renee will discuss potential interest from other business owners in joining.

- Lisa: Create a membership questionnaire and send it to all committee members for feedback. All members to send their thoughts on membership prior to the next meeting
- Adjust the Terms of Reference to establish a process for bringing on new members by the fall. January 2026 will be 2 years for the CLC.

Meeting locations for 2025

- Renovations are ongoing on the 2nd floor at 1635.
- Lisa will research local spaces, with hybrid technology available. The group would like a venue with hybrid capabilities, and Stacey has additional options to consider.

7. Business Arising

- Inquiry about the plans for the site moving forward were asked. It was shared that the concept plans shared in June that focused on supportive housing still applies with minimal variances in the plans.
- The new date for the Station Gallery event is Wednesday March 5th from 7:00 to 9:00 pm.

Meeting adjourned 8:07 p.m.

1635 Dundas Community Liaison Committee

Minutes

Location: 1635 Dundas St. E., Whitby

Date: 2025-03-20

Time: 7 – 8:30 p.m.

Attendees:

Akuah Frempong,
Eva Guta
Gill Lock
Heather McMillian

Lisa McIntosh
Marla Walters
Paul Johnston
Rhonda Jessup

Sarah Klein
Stacey Leadbetter
Stratton Findlay
Travis Tiedge

Regrets: Christopher Simms, Ema Rosa, Jennifer Bishop, Jose Barbosa, Margaret Eskins, Reverend Alexander Wilson, Stephanie Corringham, Stephanie Leblanc

Guests: Becky Buchanan – Region of Durham

1. Welcome & Land Acknowledgement

2. Approval of the Agenda

March 2025 Agenda approved as circulated.

Approval of the Minutes

February 2025 Minutes approved as circulated.

3. CFOC Update

The January and February shelter reports will be circulated and attached to the minutes.

A question was raised regarding turn aways due to lack of beds. It was clarified that the reported number reflects inquiries for a bed, not the number of individuals turned away.

4. Community Inquiries or Occurrences

- No inquiries or occurrences were reported in the past month.

5. DRPS Presentation- Inspector Gill Lock

Inspector Gill Lock from the Durham Regional Police Service provided a presentation, which is attached to these minutes for reference.

Rotating artwork from the patrons of 1635 will be displayed at the police station.

An inquiry was made about the encampment strategy, which will be presented at the next council meeting. The strategy will clarify collaboration with all eight municipalities and outline processes and actions.

Once endorsed by council, the encampment strategy will be accessible via a link on the Durham website.

6. Local Business Engagement- Sarah Klein

Membership updates

- Currently, there is no business representation. The committee discussed engaging a network of business owners or appointing a single business representative.
- Possible approaches include outreach to the Whitby Chamber of Commerce and Downtown Whitby Business Improvement Area (BIA).
- Engaging with the Whitby Chamber of Commerce and BIA meetings would be a good place to share information with a broader audience in preparation for the next phase of plans.
- A survey is being developed as the Term for membership set in the original Terms of Reference were two years. The CLC will support the development of the survey to go out in the Fall to seek new members for vacant space.
- The group decided both options are good. We will access the BIA and Chamber as needed and the survey developed will include the opportunity for a Business Owner to express interest too.
- BIA Downtown Whitby businesses will be involved in supporting homelessness outreach efforts with a Collection of summer essentials for outreach staff.
- Outreach has been asked to provide a list of summer essentials needed to support individuals experiencing homelessness.

7. Business Arising

- Station Gallery has an exhibition showcase the latest visual production created from patrons at 1635 Dundas, it will run to April 13, 2025.

- Discussed planning another opportunity for the CLC to connect in person with Shelter staff and patrons this will be added to the agenda for discussion.

Meeting adjourned 8:15 p.m.

DRAFT

1635 Dundas Community Liaison Committee

Minutes

Location: 605 Rossland Rd. E., Whitby

Date: 2025-05-15

Time: 7 – 8:30 p.m.

Attendees:

Ema Rosa
Eva Guta
Lisa McIntosh
Marla Walters

Paul Johnston
Rev. Alexander
Wilson
Rhonda Jessup

Renee Dupuis
Stephanie Corringham
Travis Tiedge

Regrets: Christopher Simms, Jennifer Bishop, Jose Barbosa, Margaret Eskins, Stephanie Leblanc, Akuah Frempong, Sarah Klein, Heather McMillian, Gill Lock, Stacey Leadbetter, Stratton Findlay

Guests: Natalie Shider – Region of Durham - Recorder

1. Welcome & Land Acknowledgement

2. Approval of the Agenda

April 2025 Agenda approved as circulated.

3. CFOC Update

- The April shelter reports will be circulated and attached to the minutes.
- A pest incident was discovered. The source was found, precautions were put in place and protocol was executed.
- Positive outcomes are being observed among individuals transitioning into shelter. It was noted in the chat that data from this first full year can serve as a baseline to track progress and measure year-over-year success moving forward.
- An inquiry was raised regarding the plan for phase 2 and if it would decrease the average length of stay to move through the continuum. Over 30 supportive housing units equipped with a kitchenette are expected. These

units will be offered using the by-name list, focusing on fit and transition readiness. As a result of demand the units may not significantly reduce the average length of stay.

- Members are encouraged to review two active provincial bills, bill 6 and bill 10, as both may have implications for homelessness response and service delivery.
- CFOC patrons and staff have started clean-up days in the area. Dates will be circulated if CLC members are interested in participating.

4. Community Inquiries or Occurrences

- One occurrence on Greenfield. Mobile patrols and outreach have increased.
- A concern was raised regarding increased community crisis activity. It is noted that instances of increased crisis's are being witnessed across the province due to social media posts. Everyone is reminded that if they come across a situation, to call 911 if it is an emergency or 311 ext. 5510 if it is an incident that the Outreach Team can support. The Regional Street Outreach Team is active 24/7. email Homelesshelp@durham.ca and call 311 ext. 5510.
- A question was raised regarding the Mental Health supports in place at 1635. Staff work with patrons to connect them with the right services and supports. All Health Service providers are actively engaged in various capacity at the site. Including mobile health units.

5. Membership Survey Presentation – Lisa McIntosh

- The presentation will be circulated due to technical error for participants who joined virtually.
- Consensus was reached on the proposed process for missed meetings.
- Consensus was reached that members may hold position for up to two consecutive two-year terms.
- Consensus was reached to continue hosting meetings in a hybrid format. Only the member may attend, and the use of AI scribes will not be permitted.
- Consensus was reached for the new CLC member requests process.
- The Regional Cochair will share an updated TOR once reviewed by the Town of Whitby and Regional team for concurrence and draft survey at the September meeting.

6. Co-Chair Discussion

- Consensus was reached that sitting co-chairs can apply for a consecutive term, with a maximum of two consecutive terms. The vote for co-chair will happen annually in October, and members are eligible.
- Updates will be made to the TOR for review in September.

7. Business Arising

- Co-chair and Town of Whitby to meet to discuss other clean-up opportunities in the area.
- Discussed planning another opportunity for the CLC to connect in person. Chair and COFC to connect next week.

Meeting adjourned 8:33 p.m.

DRAFT



1635 Dundas Street East

Community Liaison Committee (CLC) – 2025 Survey Results

Membership Considerations Survey

Thank you for your feedback!

The results of this survey will help us to better understand how the CLC is working, shape its future direction, and help identify areas of improvement.

Together, we will continue to reflect the needs of both the community and members of the CLC.



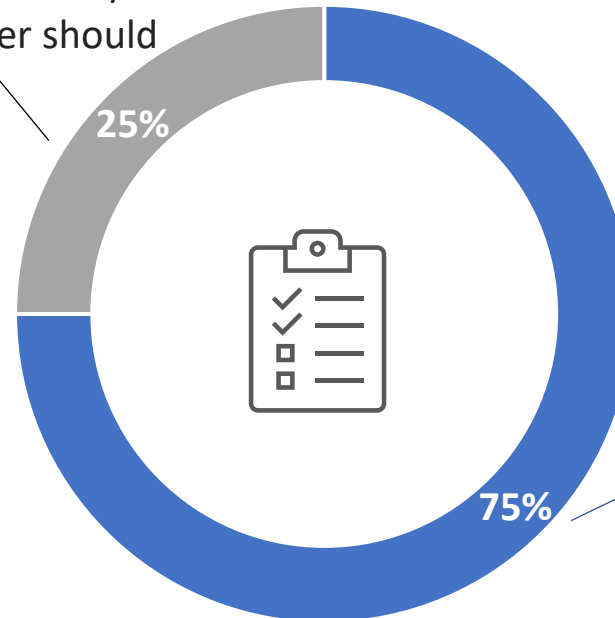
Membership Participation

Response rate: 12

Proposed Process: The CLC reviews a member's participation after **three missed meetings**. If it is determined that they are unable to continue participating, the committee will be notified of the vacancy.

Do you think that there should be a **limit to the number of meetings** a member can miss before losing their membership? (There are a total of nine meetings in a year)

The proposed process and/or limit meeting number should be revised.



The proposed process and limit meeting number is sufficient.

Membership Participation

Response rate: 3

Proposed Process: The CLC reviews a member's participation after **three missed meetings**. If it is determined that they are unable to continue participating, the committee will be notified of the vacancy.

Feedback on proposed process and/or limit meeting number:

"I believe the process should be updated to read: 'The CLC reviews a member's participation after three missed meeting without sufficient notice and/or regrets. If it is determined that they are unable to continue participating, the committee will be notified of the vacancy and fill the vacancy within 2 CLC meetings.'"

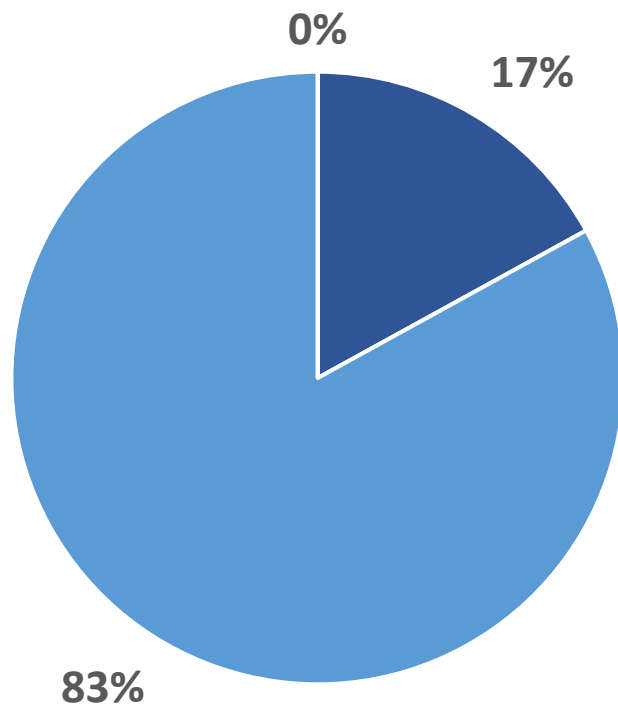
"I would consider a certain amount of consecutive misses or a rule that allows for explained misses."

"Consecutive meetings rather than 3 in total."

Membership Participation

Response rate: 12

Do you think the current **two-year membership** term length is sufficient?



☒ Yes, the two-year term is sufficient.

☐ No, the term should be longer.

☐ No, the term should be shorter.

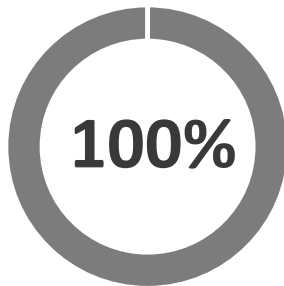
"I believe the 2 year term is sufficient, but the amount of terms a member can serve should be defined (e.g., a max of 2 or 3 consecutive terms)."

"[The membership terms length should be] 3 or 4 years."

Meetings and Minutes

Response rate: 12

What is your **preference** for **meetings**?



Of respondents agreed members should be required to acknowledge attendance through roll call.

Response rate: 9

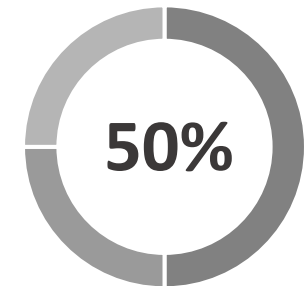
3 respondents
(25%)

Agreed to permit AI scribes to participate on behalf of a member unable to attend.

8 respondents
(67%)

Only the member themselves be permitted to attend.

Response rate: 12



Of respondents agreed that the minutes include a record if a committee member leaves before the meeting is adjourned.

Response rate: 12

New Members Request

Response rate: 6

Respondents were asked to **provide feedback** on the following process for **new CLC member requests**:

New CLC member requests will be submitted and processed through an online survey on the Durham Region website. The survey link will also be shared with existing CLC members. The Region will select new members based on survey responses, ensuring alignment with the Terms of Reference (TOR) and the Town of Whitby and Region of Durham agreement. If any group outlined in the TOR is underrepresented mid-term, additional recruitment efforts may be initiated.

"I think members who complete their term should be asked to stay and then they will offer their intentions to the committee."

"The process sounds fair and equitable."

"I appreciate the opportunity to evaluate the process."

"It has been an honour. I am hopeful that this project continues to see positive outcomes."

Additional Feedback

Response rate: 3



"I really appreciate the efforts to engage all members in the process."



"I see that our original committee's mandate is changing and growing with 1635 Dundas as it evolves and I find that of great interest, so I look forward to supporting our committee."



"I enjoy being a member of the CLC and hope to be able to continue."



Opportunity for Questions, Comments and Feedback

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