

Minutes
Council's Response Committee on Housing and Emergency Shelter (CRCHES)
Inaugural Meeting
September 11, 2024 - 9 am
Finance Meeting Room, City Hall

Attendees: Councillor Trevor Bolin, Councillor Gord Klassen, Councillor MacDougall, Bonnie McCue (recording secretary)

1. Call To Order:

9:00 am

2. Review of Terms of Reference:

The TOR were established by the members in attendance, and approved by Council on August 26, 2024.

3. Establishment of Regular Meeting Schedule:

The Committee will meet monthly. Regular Meetings will be held at 9 am on the second Wednesday of each month, in the Finance Meeting Room at City Hall.

4. Discuss and Confirm CRCHES Committee Meeting Agenda Template:

The draft meeting agenda template was reviewed. A section was added to receive items of correspondence.

The meeting agenda template was approved as attached to these minutes.

5. Initial Discussion on Key Focus Areas:

Impact of Homelessness: The need to collect local data and information was discussed. Sources of data will include past homelessness counts, current status of available shelter beds, and regulations/requirements to stay within shelters.

Stakeholder Engagement: A variety of stakeholders were identified. Stakeholders include local and provincial agencies providing services, other local governments, first responders, businesses/organizations impacted locally by the situation, and individuals who have lived experience. CRCHES will seek to engage initially with service providers who can provide data and information to develop the committee's understanding of the situation. A lunch event at Festival Plaza will be hosted, and individuals experiencing homelessness will be invited.

Public Awareness: Information needs to be gathered before public awareness initiatives are planned.

6. Initial Tasks:

- Compile a list of stakeholders and contact information
- Arrange an opportunity for a walk-through affected areas with City staff.
- Provide a letter to stakeholders identified to seek data and information.
- Connect and discuss challenges/opportunities with other local governments.
- Plan a lunch event as an opportunity to connect. Serve hot food.
- Future plans to engage with businesses/organizations impacted locally by the situation.

7. Budget Discussion:

A budget is not approved until 2025. All activities in 2024 will rely on donations, including the lunch event.

8. Next Steps and Action Plan Development:

Action plan with assigned tasks will be circulated to the committee.

9. Wrap-Up and Confirm Next Meeting:

The first Regularly scheduled CRCHES meeting will be held at 9 am on October 9 in the Finance Meeting Room at City Hall.

City Staff will be invited to attend the meeting as presenters.

10. Adjournment:

The meeting was adjourned at 10:04 am.

Council's Response Committee on Housing and Emergency Shelter (CRCHES)

Regular Meeting Agenda

Date:

Time:

Location:

1. Call to Order

2. Approval of Agenda

3. Approval of Previous Meeting Minutes

4. Correspondence

5. Invited Guests/Presentations

- Introduction of any invited guests attending the meeting.
- Presentations by guests, if applicable (e.g., service providers, community members, experts in homelessness, etc.).
- Q&A or discussion with guests following presentations

6. Updates and Progress Reports

- **Staff Updates:**
- **Committee Member Reports:**

7. Ongoing Discussion Items

- **Impact of Homelessness:** Updates or new information on the effects of homelessness in the community (public safety, health, housing, etc.).
- **Stakeholder Engagement:** Updates on meetings, conversations, or consultations with community members, businesses, or service providers.
- **Public Awareness Efforts:** Updates on initiatives to educate or inform the public about homelessness and the committee's work.

8. New Business

9. Budget and Resource Planning

10. Action Items

- Summary of new tasks or assignments for committee members, with deadlines for completion.

11. Adjournment