



## OFFICE OF THE CITY CLERK COUNCIL SERVICES

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### CAO APPROVAL

The Chief Administrative Officer approved the following recommendation:

**Report Number: CAO 247/2024**

**Approved: Tuesday, November 5, 2024**

THAT the Chief Administrative Officer or their authorized designate **BE AUTHORIZED** to sign if necessary, and make the necessary submission(s) in the required manner to secure funding in response to the Emergency Treatment Fund 2024 Call for Proposal by Health Canada where a response is due on or before November 8, 2024; and further,

THAT in the event the City of Windsor is allocated funds under the Emergency Treatment Fund 2024, that the Executive Director of Housing and Children's Services or their authorized designate **BE AUTHORIZED** to confirm to Health Canada, that the City of Windsor as Service Manager will deliver the Emergency Treatment Fund 2024 and further participate in and deliver any subsequent and/or additional funding allocations from Health Canada and/or federal ministry having authority over the program(s) under the Emergency Treatment Fund if such subsequent and/or additional funding allocations become available; provided further that the cost of such delivery and participation does not exceed the funds provided by the federal government or any amounts allocated to the program in the approved City budget in each respective year; and further,

THAT the Chief Administrative Officer and City Clerk or their authorized designates **BE AUTHORIZED** to execute the Transfer Payment Agreement between the City of Windsor and Health Canada and/or federal ministry having authority over the project(s) and any related amendments, extensions and subsequent releases, including any current or subsequent related programs and related program extensions, provided that the Transfer Payment Agreement and any related amendments, extensions and subsequent releases are in a form satisfactory to the City Solicitor, satisfactory in financial content to the City Treasurer, and in technical content to the Executive Director of Housing & Children's Services; and further,

THAT the Executive Director of Housing & Children's Services or their authorized designate **BE AUTHORIZED**, throughout the duration of the Emergency Treatment



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Fund program and any subsequent related programs and/or related program extensions to take such actions required to implement, operationalize and manage the program, apply practical operational tasks and activities, approve projects, allocate funds, withdraw, negotiate and re-allocate program funds including the reallocation between different program components and program recipients, agencies and organizations to maintain and ensure compliance with program rules and criteria and/or to enable full take up of program funds in accordance with the relevant municipal processes; and further,

THAT the Executive Director of Housing and Children's Services or their authorized designate **BE AUTHORIZED** to submit any required reports, take up plans, investment plans, schedules, attestations, requests for data and/or program evaluations related to the program, related program extensions and related subsequent programs in any manner required by Health Canada, subject to approval of financial content by the City Treasurer as applicable; and further,

THAT the Health & Human Services Commissioner or their authorized designate **BE AUTHORIZED** to develop, execute, sign, amend and terminate necessary program agreements and documents provided such agreements and documents comply with the governing program requirements and are in a form satisfactory to the City Solicitor, satisfactory in financial content to the City Treasurer and satisfactory in technical content to the Executive Director of Housing and Children's Services; and further,

THAT for any agreements above \$1 million dollars, that in addition to the Commissioner, Human and Health Services, the Chief Administrative officer **BE REQUIRED** to sign as secondary authority; and further,

THAT the Executive Director of Housing and Children's Services or their authorized designate **BE AUTHORIZED** to acquire resources and partner to deliver the Emergency Treatment Fund, at a cost not to exceed the federal funds provided by Health Canada or any amounts allocated to the program in the approved City budget in each respective year; and,

THAT the Executive Director of Housing and Children's Services or their authorized designate **REPORT BACK** to Council in 2025 detailing the outcome of the application, project and sustainable funding opportunities and where no sustainable funding opportunity is available, report plans to wind down the program.



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Report Number: CAO 247/2024  
Clerk's File: MH/14883

*Anna Ciacelli*

Deputy City Clerk / Supervisor of Council Services  
November 6, 2024

### Department Distribution

Manager, Intergovernmental Subsidies
Manager (A), Homelessness & Housing Support
Executive Director, Housing & Children's Services
Commissioner, Human & Health Services
City Solicitor
On behalf of Commissioner, Finance / City Treasurer
Chief Administrative Officer