



## City of Hamilton

# EMERGENCY & COMMUNITY SERVICES COMMITTEE REVISED

**Meeting #:** 22-003  
**Date:** February 17, 2022  
**Time:** 1:30 p.m.  
**Location:** Due to the COVID-19 and the Closure of City Hall (CC)

All electronic meetings can be viewed at:

City's Website:  
<https://www.hamilton.ca/council-committee/council-committee-meetings/meetings-and-agendas>

City's YouTube Channel:  
<https://www.youtube.com/user/InsideCityofHamilton> or Cable 14

Tamara Bates, Legislative Coordinator (905) 546-2424 ext. 4102

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**1. CEREMONIAL ACTIVITIES**

**2. APPROVAL OF AGENDA**

(Added Items, if applicable, will be noted with \*)

**3. DECLARATIONS OF INTEREST**

**4. APPROVAL OF MINUTES OF PREVIOUS MEETING**

4.1. February 3, 2022

**5. COMMUNICATIONS**

5.1. Seniors Advisory Committee - Member Resignations

a. Jim McColl

Recommendation: Be received and referred to the Interview Sub-Committee for the Emergency and Community Services Committee

b. Jeanne Mayo

Recommendation: Be received and referred to the Interview Sub-Committee for the Emergency and Community Services Committee

## 6. DELEGATION REQUESTS

- \*6.1. Ed Fothergill, Hamilton Alliance for Tiny Shelters, respecting Request to have staff not enforce the Zoning By-law and Adequate Services By-law for the Tiny Homes project  
  
(For today's meeting)
- \*6.2. Julia Kollek, Hamilton Alliance for Tiny Shelters, respecting Following up with our presentation re our program from Feb 3rd meeting  
  
(For today's meeting)
- \*6.3. Tony Stortz, Hamilton Alliance for Tiny Shelters, respecting Following up from February 3rd delegation from Hamilton Alliance for Tiny Shelters  
  
(For today's meeting)

## 7. CONSENT ITEMS

- 7.1. Procurement of Pharmacy Services (HSC22004) (Wards 7 and 13)
- \*7.2. Seniors Advisory Committee Minutes - January 7, 2022

## 8. STAFF PRESENTATIONS

- \*8.1. Proposal by Hamilton Alliance for Tiny Shelters (HSC22015)(City Wide)

## 9. PUBLIC HEARINGS / DELEGATIONS

## 10. DISCUSSION ITEMS

- 10.1. Provincial Consultation Regarding Regulatory Changes to the Housing Services Act (HSC22010) (City Wide)

## 11. MOTIONS

## 12. NOTICES OF MOTION

## 13. GENERAL INFORMATION / OTHER BUSINESS

## 14. PRIVATE AND CONFIDENTIAL

15. ADJOURNMENT



## **EMERGENCY & COMMUNITY SERVICES COMMITTEE MINUTES 22-002**

1:30 p.m.

Thursday, February 3, 2022

Council Chambers

Hamilton City Hall

71 Main Street West

**Present:** Councillors B. Clark (Chair), T. Jackson, S. Merulla, and N. Nann

**Regrets:** Councillors E. Pauls and T. Whitehead – Personal

Also Present: Councillors J.P Danko, J. Farr, and M. Wilson

### **THE FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR CONSIDERATION:**

**1. Deputy Fire Chief Appointment (HSC19005(c)) (City Wide) (Item 10.1)**

**(Jackson/Nann)**

That the By-law to Amend By-law 19-035, Being a By-law to Appoint a Fire Chief, a Deputy Fire Chief, and Provincial Fire Co-ordinator pursuant to the Hamilton Fire Department Establishing and Regulating By-law 19-034, and to Repeal By-law 20-052, attached as Appendix "A" to Report HSC19005(c), which has been prepared in a form satisfactory to the City Solicitor, be passed.

**CARRIED**

**2. Poverty Reduction Investment Plan Update (CES16043(e)) (City Wide) (Item 10.2)**

**(Nann/Jackson)**

That Report CES16043(e), respecting Poverty Reduction Investment Plan Update, be received.

**CARRIED**

**3. Relocation of Garbage Dumpsters on the Property of 45 Montcalm Drive, Hamilton, Ward 8 Area Rating Funded (Item 11.1)**

**(Jackson/Nann)**

WHEREAS, CityHousing Hamilton owns the property located at 45 Montcalm Drive - a 76-unit multi-residential townhouse complex built in 1970;

WHEREAS, the three garbage dumpsters on the property are currently located at the front of the property near the city roadway;

WHEREAS, the current location of the garbage dumpsters has encouraged frequent misuse and has increased the amount of waste and associated waste management costs for CityHousing Hamilton; and,

WHEREAS, CityHousing Hamilton has committed and begun to work in consultation with the City of Hamilton's Waste Management Division to propose and assess strategies for waste diversion and viable options for the relocation of the garbage dumpsters to the back of the property.

THEREFORE, BE IT RESOLVED:

- (a) That the cost of \$20,387.50 for engineering design work required to relocate the garbage dumpsters be funded from the Ward 8 Area Rating Reserve No. 108058; and,
- (b) That the Mayor and City Clerk be authorized and directed to execute any required agreement(s) and ancillary documents, with such terms and conditions in a form satisfactory to the City Solicitor.

**CARRIED**

**FOR INFORMATION:**

**(a) APPROVAL OF AGENDA (Item 2)**

The Committee Clerk advised of the following changes to the agenda:

**5. COMMUNICATIONS**

- 5.1. Barbara Wallace, First Unitarian Church of Hamilton, respecting Hamilton Alliance for Tiny Shelters program plan

Recommendation: Be received

- 5.2. Sandy Shaw, MPP Hamilton West - Ancaster - Dundas, respecting project proposed by The Hamilton Alliance for Tiny Shelters

Recommendation: Be received

- 5.3. Bishop Douglas Crosby, Diocese of Hamilton, respecting support of the Hamilton Alliance for Tiny Shelters

Recommendation: Be received

## **6. DELEGATION REQUESTS**

- 6.4. Bishop Susan Bell, Anglican Diocese of Niagara, respecting support of a proposal to address homelessness in Hamilton - Video Delegation (For today's meeting)
- 6.5. Jennifer Bonner, The Hamilton Hub, respecting support of wrap around supports for the cabin committee (Tiny Homes project) being presented by Hamilton Community Legal Clinic and partners (For today's meeting)
- 6.6. Kojo Dampsey, Hamilton Centre for Civic Inclusion, respecting support of using part of Sir John A. Macdonald property for Hamilton Alliance of Tiny Shelters (HATS) (For today's meeting)
- 6.7. Deirdre Pike, Social Planning and Research Council of Hamilton, respecting Support for proposed response to homelessness (For today's meeting)
- 6.8. Paula Whitlow, Hamilton-Wentworth Chapter Native Women Inc. o/a Native Women's Centre, respecting Support the Hamilton Alliance for Tiny Shelters delegation (For today's meeting)
- 6.9. Gabriel Baribeau, respecting Support for Tiny Homes proposal as an Emergency response needed for unhoused community members (For today's meeting)
- 6.10. Ed Fothergill, Hamilton Alliance for Tiny Shelters, respecting Support for proposal for tiny shelter initiative - Planning Related Matters (For today's meeting)

## **7. CONSENT ITEMS**

- 7.1. Housing and Homelessness Advisory Committee Minutes
- 7.1.a. September 7, 2021
- 7.1.b. October 5, 2021

## **13. GENERAL INFORMATION / OTHER BUSINESS**

- 13.1. Amendments to the Outstanding Business List

(a) Items Considered Completed and to be Removed

1. Encampment Response Update  
 Item on OBL: 21-G  
 Addressed at the December 9, 2021 Emergency and  
 Community Services Committee meeting as Item 5

**(Nann/Jackson)**

That the agenda for the February 3, 2022 Emergency and Community Services Committee meeting be approved, as amended.

**CARRIED**

**(b) DECLARATIONS OF INTEREST (Item 3)**

There were no Declarations of Interest.

**(c) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 4)**

**(Jackson/Merulla)**

That the Minutes of the January 13, 2022 meeting of the Emergency and Community Services Committee, be approved, as presented.

**CARRIED**

**(d) COMMUNICATIONS (Item 5)**

**(Jackson/Nann)**

That the following Communication Items, be received:

- (a) Barbara Wallace, First Unitarian Church of Hamilton, respecting Hamilton Alliance for Tiny Shelters program plan (Added Item 5.1)
- (b) Sandy Shaw, MPP Hamilton West - Ancaster - Dundas, respecting project proposed by The Hamilton Alliance for Tiny Shelters (Added Item 5.2)
- (c) Bishop Douglas Crosby, Diocese of Hamilton, respecting support of the Hamilton Alliance for Tiny Shelters (Added Item 5.3)

**CARRIED**

**(e) DELEGATION REQUESTS (Item 6)**

**(Nann/Jackson)**

That the following Delegation Requests, be approved for today's meeting:

- (i) Julia Kollek, Hamilton Alliance for Tiny Shelters (HATS), respecting partnership with the city of Hamilton for foundational funding to deliver warm, and safe and temporary cabins with wraparound services for those experiencing homelessness (Item 6.1)

- (ii) Jeff Willmer, A Better Tent City Waterloo Region, respecting support of Julia Kollek's request regarding a supported encampment (Item 6.2)
- (iii) Tom Cooper, Hamilton Roundtable for Poverty Reduction, respecting support of a proposal to address homelessness in Hamilton (Item 6.3)
- (iv) Bishop Susan Bell, Anglican Diocese of Niagara, respecting support of a proposal to address homelessness in Hamilton - Video Delegation (Added Item 6.4)
- (v) Jennifer Bonner, The Hamilton Hub, respecting support of wrap around supports for the cabin committee (Tiny Homes project) being presented by Hamilton Community Legal Clinic and partners (Added Item 6.5)
- (vi) Kojo Dampsey, Hamilton Centre for Civic Inclusion, respecting support of using part of Sir John A. Macdonald property for Hamilton Alliance of Tiny Shelters (HATS) (Added Item 6.6)
- (vii) Deirdre Pike, Social Planning and Research Council of Hamilton, respecting Support for proposed response to homelessness (Added Item 6.7)
- (viii) Paula Whitlow, Hamilton-Wentworth Chapter Native Women Inc. o/a Native Women's Centre, respecting Support the HATS delegation (Added Item 6.8)
- (ix) Gabriel Baribeau, respecting Support for Tiny Homes proposal as an Emergency response needed for unhoused community members (Added Item 6.9)
- (x) Ed Fothergill, Hamilton Alliance for Tiny Shelters, respecting Support for proposal for tiny shelter initiative - Planning Related Matters (Added Item 6.10)

**CARRIED**

**(f) CONSENT ITEMS (Item 7)**

**(i) Housing and Homelessness Advisory Committee Minutes**

**(Jackson/Nann)**

That the following Minutes of the Housing and Homelessness Advisory Committee, be received:

- (a) September 7, 2021 (Added Item 7.1(a))



(b) October 5, 2021 (Added Item 7.1(b))

**CARRIED**

**(g) PUBLIC HEARINGS / DELEGATIONS (Item 9)**

- (i) Julia Kollek, Hamilton Alliance for Tiny Shelters (HATS), respecting partnership with the City of Hamilton for foundational funding to deliver warm, and safe and temporary cabins with wraparound services for those experiencing homelessness (Added Item 9.1)**

Julia Kollek, Hamilton Alliance for Tiny Shelters (HATS), addressed the Committee respecting partnership with the City of Hamilton for foundational funding to deliver warm, and safe and temporary cabins with wraparound services for those experiencing homelessness, with the aid of a presentation.

- (ii) Jeff Willmer, A Better Tent City Waterloo Region, respecting support of Julia Kollek's request regarding a supported encampment (Added Item 9.2)**

Jeff Willmer, A Better Tent City Waterloo Region, addressed the Committee respecting support of Julia Kollek's request regarding a supported encampment.

- (iii) Tom Cooper, Hamilton Roundtable for Poverty Reduction, respecting support of a proposal to address homelessness in Hamilton (Added Item 9.3)**

Tom Cooper, Hamilton Roundtable for Poverty Reduction, addressed the Committee respecting support of a proposal to address homelessness in Hamilton.

- (iv) Bishop Susan Bell, Anglican Diocese of Niagara, respecting support of a proposal to address homelessness in Hamilton - Video Delegation (Added Item 9.4)**

Bishop Susan Bell, Anglican Diocese of Niagara, addressed the Committee by pre-recorded video respecting support of a proposal to address homelessness in Hamilton.

- (v) Jennifer Bonner, The Hamilton Hub, respecting support of wrap around supports for the cabin committee (Tiny Homes project) being presented by Hamilton Community Legal Clinic and partners (Added Item 9.5)**

Jennifer Bonner, The Hamilton Hub, addressed the Committee respecting support of wrap around supports for the cabin committee (Tiny Homes

project) being presented by Hamilton Community Legal Clinic and partners.

- (vi) Kojo Damphey, Hamilton Centre for Civic Inclusion, respecting support of using part of Sir John A. Macdonald property for Hamilton Alliance of Tiny Shelters (HATS) (Added Item 9.6)**

Kojo Damphey, Hamilton Centre for Civic Inclusion, addressed the Committee respecting support of using part of Sir John A. Macdonald property for Hamilton Alliance of Tiny Shelters (HATS).

- (vii) Deirdre Pike, Social Planning and Research Council of Hamilton, respecting Support for proposed response to homelessness (Added Item 9.7)**

Deirdre Pike, Social Planning and Research Council of Hamilton, addressed the Committee respecting Support for proposed response to homelessness.

- (viii) Paula Whitlow, Hamilton-Wentworth Chapter Native Women Inc. o/a Native Women's Centre, respecting Support the HATS delegation (Added Item 9.8)**

Paula Whitlow, Hamilton-Wentworth Chapter Native Women Inc. o/a Native Women's Centre, addressed the Committee respecting Support the HATS delegation.

- (ix) Gabriel Baribeau, respecting Support for Tiny Homes proposal as an Emergency response needed for unhoused community members (Added Item 9.9)**

Gabriel Baribeau addressed the Committee respecting Support for Tiny Homes proposal as an Emergency response needed for unhoused community members.

- (x) Ed Fothergill, Hamilton Alliance for Tiny Shelters, respecting Support for proposal for tiny shelter initiative - Planning Related Matters (Added Item 9.10)**

Ed Fothergill, Hamilton Alliance for Tiny Shelters, addressed the Committee respecting Support for proposal for tiny shelter initiative - Planning Related Matters.

**(Nann/Merulla)**

That the following Delegations, be received:

- (i) Julia Kollek, Hamilton Alliance for Tiny Shelters (HATS), respecting partnership with the city of Hamilton for foundational funding to**

deliver warm, and safe and temporary cabins with wraparound services for those experiencing homelessness (Added Item 9.1)

- (ii) Jeff Willmer, A Better Tent City Waterloo Region, respecting support of Julia Kollek's request regarding a supported encampment (Added Item 9.2)
- (iii) Tom Cooper, Hamilton Roundtable for Poverty Reduction, respecting support of a proposal to address homelessness in Hamilton (Added Item 9.3)
- (iv) Bishop Susan Bell, Anglican Diocese of Niagara, respecting support of a proposal to address homelessness in Hamilton - Video Delegation (Added Item 9.4)
- (v) Jennifer Bonner, The Hamilton Hub, respecting support of wrap around supports for the cabin committee (Tiny Homes project) being presented by Hamilton Community Legal Clinic and partners (Added Item 9.5)
- (vi) Kojo Dampsey, Hamilton Centre for Civic Inclusion, respecting support of using part of Sir John A. Macdonald property for Hamilton Alliance of Tiny Shelters (HATS) (Added Item 9.6)
- (vii) Deirdre Pike, Social Planning and Research Council of Hamilton, respecting Support for proposed response to homelessness (Added Item 9.7)
- (viii) Paula Whitlow, Hamilton-Wentworth Chapter Native Women Inc. o/a Native Women's Centre, respecting Support the HATS delegation (Added Item 9.8)
- (ix) Gabriel Baribeau, respecting Support for Tiny Homes proposal as an Emergency response needed for unhoused community members (Added Item 9.9)
- (x) Ed Fothergill, Hamilton Alliance for Tiny Shelters, respecting Support for proposal for tiny shelter initiative - Planning Related Matters (Added Item 9.10)

**CARRIED**

**(Nann/Clark)**

That City Staff be directed to work with Hamilton Alliance for Tiny Shelters and community stakeholders to identify the role(s) of the City of Hamilton in the development of tiny shelters as a community-led response to address short-term, temporary housing needs of Hamilton's unhoused residents, including appropriate site supports, and report back to the Emergency and Community Services Committee on February 17, 2022, with recommendations.

**CARRIED**

**(h) GENERAL INFORMATION / OTHER BUSINESS (Item 13)**

**(i) Amendments to the Outstanding Business List (Added Item 13.1)**

**(Merulla/Jackson)**

That the following amendment to the Outstanding Business List, be approved:

**(a) Items Considered Completed and to be Removed**

1. Encampment Response Update  
Item on OBL: 21-G  
Addressed at the December 9, 2021 Emergency and  
Community Services Committee meeting as Item 5  
**CARRIED**

**(i) ADJOURNMENT (Item 15)**

**(Merulla/Nann)**

That there being no further business, the Emergency and Community Services Committee be adjourned at 4:59 p.m.

**CARRIED**

Respectfully submitted,

Councillor B. Clark  
Chair, Emergency and Community Services  
Committee

Tamara Bates  
Legislative Coordinator  
Office of the City Clerk



Hamilton

**COMMITTEE MEMBER RESIGNATION FORM**

I, Jim McColl, would like to submit my resignation, effective January 26, 2021, from the Seniors advisory committee, for the following reason(s):

- My circumstances have changed and I know longer have the time to effectively participate on the Committee.
- Personal reasons.
- Other (please explain briefly):

I've learned so much in my time here.  
Thank you all, and to the city.

Additional Comments (optional)

I know the committee members will continue to be a progressive voice for all older adults and seniors in Hamilton. That's what makes this city the best place to raise a child and age successfully.

J McColl  
 Signature

January 26, 2021  
 Date

**Bates, Tamara**

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**Subject:** FW: Resignation from SAC

-----Original Message-----

From: Jeanne Mayo < >

Sent: Wednesday, February 2, 2022 8:32 PM

To: >

Cc: Maychak, Lisa <Lisa.Maychak@hamilton.ca>

Subject: Resignation from SAC

Dear Penelope,

It is with great sadness that I must resign from the Seniors Advisory Committee.

I enjoyed being a member of SAC and am confident that all of the members will continue to work hard to improve the lives of seniors in Hamilton.

Jeanne Mayo

**Bates, Tamara**

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**Subject:** FW: Form submission from: Request to Speak to Committee of Council Form

-----Original Message-----

From: no-reply@hamilton.ca <no-reply@hamilton.ca>

Sent: Monday, February 14, 2022 10:26 AM

To: clerk@hamilton.ca

Subject: Form submission from: Request to Speak to Committee of Council Form

Submitted on Monday, February 14, 2022 - 10:25am Submitted by anonymous user: 162.158.126.53

Submitted values are:

==Committee Requested==

Committee: Emergency & Community Services Committee

Will you be delegating via a pre-recorded video? No

==Requestor Information==

Name of Organization (if applicable): HATS

Name of Individual: Ed Fothergill

Preferred Pronoun: Mr.

Contact Number:

Email Address:

Mailing Address:

Ancaster ON

Reason(s) for delegation request: Request to have staff not enforce the Zoning By-law and Adequate Services By-law for the Tiny Homes project.

Will you be requesting funds from the City? No

Will you be submitting a formal presentation? No

The results of this submission may be viewed at:

<https://www.hamilton.ca/node/286/submission/578316>

**Bates, Tamara**

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**Subject:** FW: Form submission from: Request to Speak to Committee of Council Form

-----Original Message-----

From: no-reply@hamilton.ca <no-reply@hamilton.ca>

Sent: Monday, February 14, 2022 11:16 AM

To: clerk@hamilton.ca

Subject: Form submission from: Request to Speak to Committee of Council Form

Submitted on Monday, February 14, 2022 - 11:16am Submitted by anonymous user: 172.70.130.137

Submitted values are:

==Committee Requested==

Committee: Emergency & Community Services Committee

Will you be delegating via a pre-recorded video? No

==Requestor Information==

Name of Organization (if applicable): Hamilton Alliance for Tiny Shelters

Name of Individual: Julia Kollek

Preferred Pronoun: she

Contact Number:

Email Address:

Mailing Address: Hamilton ON

Reason(s) for delegation request: Following up with our presentation re our program from Feb 3rd meeting

Will you be requesting funds from the City? Yes

Will you be submitting a formal presentation? Yes

The results of this submission may be viewed at:

<https://www.hamilton.ca/node/286/submission/578321>



**Bates, Tamara**

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**Subject:** FW: Form submission from: Request to Speak to Committee of Council Form

-----Original Message-----

From: no-reply@hamilton.ca <no-reply@hamilton.ca>

Sent: Monday, February 14, 2022 11:18 AM

To: clerk@hamilton.ca

Subject: Form submission from: Request to Speak to Committee of Council Form

Submitted on Monday, February 14, 2022 - 11:18am Submitted by anonymous user: 172.70.135.138

Submitted values are:

==Committee Requested==

Committee: Emergency & Community Services Committee

Will you be delegating via a pre-recorded video? No

==Requestor Information==

Name of Organization (if applicable): HATS

Name of Individual: Tony Stortz

Preferred Pronoun: He/Him

Contact Number:

Email Address:

Mailing Address: Kitchener ON

Reason(s) for delegation request: Following up from February 3rd delegation from HATS

Will you be requesting funds from the City? Yes

Will you be submitting a formal presentation? Yes

The results of this submission may be viewed at:

<https://www.hamilton.ca/node/286/submission/578326>



**CITY OF HAMILTON**  
**HEALTHY AND SAFE COMMUNITIES DEPARTMENT**  
**Long Term Care**

<b>TO:</b>	Chair and Members Healthy and Safe Communities Committee
<b>COMMITTEE DATE:</b>	February 17, 2022
<b>SUBJECT/REPORT NO:</b>	Procurement of Pharmacy Services (HSC22004) (Wards 7 and 13)
<b>WARD(S) AFFECTED:</b>	Wards 7 and 13
<b>PREPARED BY:</b>	Holly Odoardi (905) 546-2424 Ext. 1906
<b>SUBMITTED BY:</b>	Angela Burden General Manager Healthy and Safe Communities Department
<b>SIGNATURE:</b>	

### RECOMMENDATION

That Council approve the single source procurement with CareRx Holdings Inc. pursuant to Procurement Policy #11 – Non-competitive Procurements, and extend the current contract for the supply of pharmaceutical services at Macassa and Wentworth Lodges until June 30, 2023 or until a new contract is awarded (whichever is earlier) and that the General Manager, Healthy and Safe Communities Department be authorized to negotiate and execute the amendment to the Contract and any ancillary documents required to give effect thereto, in a form satisfactory to the City Solicitor.

### EXECUTIVE SUMMARY

This Report is requesting Council's approval for the extension of Contract C5-04-15, the Supply of Pharmaceutical Services for residents of Macassa and Wentworth Lodges (the "Homes") until June 30, 2023 or until another competitive procurement process can be issued and a new contract awarded (whichever is earlier).

### Alternatives for Consideration – Not Applicable

### FINANCIAL – STAFFING – LEGAL IMPLICATIONS

OUR Vision: To be the best place to raise a child and age successfully.

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.

**SUBJECT: Procurement of Pharmacy Services (HSC22004) (Wards 7 and 13) -  
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Financial: N/A

Staffing: N/A

Legal: Legal Services staff may be required to assist with any amendment to extend the Contract.

**HISTORICAL BACKGROUND**

The current contract for the Supply of Pharmaceutical Services for Macassa and Wentworth Lodges, Contract C5-04-15 ("Contract") was awarded to Rexall/Pharma Plus Pharmacies Ltd. ("Rexall") on January 5, 2015 and was scheduled to expire on January 4, 2021.

Since their sole focus was to provide enhanced care to the residents and support the staff during the COVID-19 pandemic, staff at the Homes were not able to undertake a competitive procurement process and award a new contract prior to the expiry of the Contract. In order to maintain continuous services to the residents, a Policy 11 Non-Competitive Procurement was approved in June 2020 to extend the Contract for an additional 12 months until January 5, 2022 to allow staff the time to issue and award a new contract.

In mid-2021, the City was requested to consider an assignment/corporate change from Rexall/Pharma Plus Pharmacies Ltd. to CareRx Holdings Inc. and in October 2021, the assignment was completed, and the applicable contracts were changed. The new vendor for the Contract was CareRx Holdings Inc. ("CareRx").

In September of 2021, the nursing leadership team worked with the Procurement Section to begin to develop a new Request for Proposals ("RFP") to secure a new a proponent to provide pharmacy services for the residents of both Homes. However, due to staffing shortages and the COVID-19 pandemic, it was necessary to delay the work on the competitive procurement by both LTC and Procurement staff.

Once again, in order to maintain the services, a second extension to the Contract was approved in October 2021 through another Policy 11 Non-Competitive Procurement, extending the Contract with CareRx to July 5, 2022.

**POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

The Long-Term Care Homes have an obligation under the *Long- Term Care Homes Act 2007 (2010)* and Ontario O. Reg. 79/10: 119(1) Every licensee of a long-term care home shall retain a pharmacy service provider for the Home.

**SUBJECT: Procurement of Pharmacy Services (HSC22004) (Wards 7 and 13) -  
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The recommendations in Report HSC22004 comply with the City of Hamilton's By-law 21-215, Procurement Policy 4.11, Policy #11 – Non-Competitive Procurements, section 2, subsection (b):

- “(2) Council must approve any requests for negotiations for:
- (b) an extension as set out in subsection (1)(c) of this Policy #11, where the extension exceeds 18 months from the expiry of the Contract with a vendor.”

### **RELEVANT CONSULTATION**

Procurement Section staff was consulted and support the Recommendation in this Report.

### **ANALYSIS AND RATIONALE FOR RECOMMENDATION**

These services provided to residents at the Homes under the Contract are at zero cost to the City. All costs are paid by the either the Province or the resident where applicable. Additional services provided to City staff by the pharmaceutical vendor are also included in the Contract's scope of work and are also at zero cost to the City.

CareRx has proved to be a competent and satisfactory vendor to the City, without any vendor performance issues. They have been supportive of the recent Contract extensions and have provided the services without interruption or concern.

Due to continuance of the pandemic, and specifically Wave 4, staff is requesting an additional 12-month extension to the Contract with CareRx until July 4, 2023, to allow the leadership team to continue to focus on the health and safety of our residents, staff, and Homes. The extension of the Contract will allow staff to continue to work with the Procurement Section on a new Request for Proposal process to ensure a successful competitive procurement. The further extension will also ensure there are no service disruptions to our 430 residents across both Homes.

The Procurement Policy, Policy #4.11, Policy 11 Non-Competitive Procurement requires Council approval where the extension of a contract “exceeds 18 months from the expiry of the contract with a vendor”. Since the Contract has been extended from January 5, 2021 to July 5, 2022, Council approval is required to extend the Contract further.

### **ALTERNATIVES FOR CONSIDERATION**

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OUR Vision: To be the best place to raise a child and age successfully.  
 OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.  
 OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.

**SUBJECT: Procurement of Pharmacy Services (HSC22004) (Wards 7 and 13) -  
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None

**ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN**

**Healthy and Safe Communities**

Hamilton is a safe and supportive City where people are active, healthy, and have a high quality of life.

**APPENDICES AND SCHEDULES ATTACHED**

None



Hamilton

**Seniors Advisory  
Committee**

**Minutes 22-001**

**January 7, 2022**

**10:00am – 12:00pm**

**Due to the COVID-19 and the Closure of City Hall**

**All electronic meetings can be viewed at:**

**City's YouTube Channel**

**<https://www.youtube.com/user/InsideCityofHamilton>**

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**In Attendance:**

Penelope Petrie (Chair), Aref Alshaikhahmed, Sheryl Boblin, Jeanne Mayo, Maureen McKeating, Barry Spinner, Douglas Stone, Marian Toth, Marjorie Wahlman, Ann Elliott, Kamal Jain, Dahlia Petgrave, Carolann Fernandes, David Broom, Sarah Shallwani, Noor Nizam

**Also, in Attendance:**

Lisa Maychak, Project Manager, Healthy & Safe Communities Department  
Kim VanderMeulen, Program Secretary, Healthy & Safe Communities  
Sonya Baldwin, Program Secretary, Healthy & Safe Communities  
Aine Leadbetter, Manager, Elections & Print/Mail, Corporate Services  
Conor Flood, Coordinator Elections, Corporate Services

**Absent with Regrets:**

Councilor Tom Jackson, Jeanne Mayo

**Absent:**

Vince Mercuri, Dahlia Petgrave

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**1. CEREMONIAL ACTIVITIES (Item 1)**

Land Acknowledgement presented by M. Toth

A. Alshaikhahmed has volunteered to read the Land Acknowledgement at the next meeting.

**2. APPROVAL OF AGENDA (Item 2)****(A. Elliott/A. Alshaikhahmed)**

That the Seniors Advisory Committee approves the January 7, 2022 agenda, as presented.

**CARRIED****3. DECLARATIONS OF INTEREST**

Not Applicable.

**4. APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 4)****(i) December 3, 2021 (Item 4.1)****(M. Wahlman/C. Fernandes)**

That the Seniors Advisory Committee approves the December 3, 2021 minutes.

**CARRIED****5. STAFF PRESENTATIONS (Item 9)****(M. Toth/A. Elliott)**

That the following presentations be received:

**(i) Aine Leadbetter, Manager Elections, City of Hamilton respecting Municipal Election Update (Item 9.1)**

A. Leadbetter and C. Flood presented to the Seniors Advisory Committee information on the enhancements for the 2022 Municipal Election that arose from the consultations with the Advisory committees in 2021, as well an overview of the communication and outreach plan. Detailed poll information will be shared prior to the elections. Feedback was given by this committee on the Poll Selection Criteria Form and possible communication and barrier enhancements. A. Leadbetter to forward contact information for L. Maychak to provide to committee members to send any further feedback.

**(ii) Elder Abuse Presentation**

Senior Advisory Committee member, A. Alshaikhahmed gave a presentation on Elder Abuse that he created for the rest of the committee. A question and answer period followed the presentation.

**CARRIED**

**7. DISCUSSION ITEMS (Item 10)****(i) Working Groups (Item 10.1)****(a) Getting Around Hamilton Working Group**

A. Elliott reported in J. Mayo's absence that this group is currently working on driver workshops, but because it is funding dependent the group has since put in another request to New Horizons for funding. The group is also looking at world transit costs for seniors and measures to increase pedestrian safety workshops. The development of the re-vamped "Let's Take a Bus" workshop is currently making good headway.

**(b) Elder Abuse Working Group**

A. Alshaikhahmed reported the committee discussed two strategies about addressing Elder Abuse in Hamilton. The first is to form a clear vision about what is going on in Hamilton in terms of Elder Abuse.

The group suggested that a key person from Catholic Family Services of Hamilton and Hamilton Council on Aging be invited to a future meeting to the Elder Abuse Working Group.

The purpose of these invitations would be to:

- listen to invitee's experiences and explore the strengths and weakness in addressing the issue of Elder Abuse
- talk about the available Elder Abuse resources and opportunities in Hamilton
- further explore the challenges these organizations are facing in effective implementation of Elder Abuse programs in Hamilton.

Senior Advisor Committee Member C. Fernandes is to be invited to the next Elder Abuse Working Group.



**7.2**

This working group would like sufficient information about Elder Abuse to be available on the Seniors Advisory Committee webpage, as well as the Hamilton Police Services website.

This working group would like the Senior Advisory Committee to address the staff working on the city website to take this request into consideration. A McLaughlin, Senior Support Officer, Hamilton Police Services (HPS), has reported previously that she is currently working on this with HPS and the group is awaiting a further update from her.

**(c) Housing Working Group**

M. Toth reported that this group continues to work on heat mitigation strategies and are developing their own information that can be shared in the future with the public.

M. Toth and J. Mayo met with L. McAusland of Mohawk College and the Bay Area Climate Change Council regarding retrofit education for seniors. They've created infographics developed for seniors to reduce utility bills, home efficiency scams that will be distributed to realtors, contractors, environmental and budget-minded individuals and seniors. They are also using social media programs for income-based seniors, a one-stop shop for retro fitting information. The Home Retro-fit programs for income-based seniors (HERO) is awaiting council approval in Burlington.

The next meeting will have guest L. Ryan from Neighbor to Neighbor who will be speaking on rebates on electrical bills.

**(d) Communication Working Group**

D. Broom reported that the group is continuing to discuss and work on the group's production of the Senior Advisory Committee pamphlet. Library staff was not present, so updates of the Brown Bag Lunch program are not available at this time. D. Broom will send out the next meeting date information to members of this working group.

**(ii) Working Committees (Item 10. 2)****(a) Age Friendly Plan - Governance Committee**

A. Elliott reported that the 2021 Age-Friendly Community

**7.2**

Progress questionnaire closed on January 7<sup>th</sup>. L. Maychak reported to this group the Community Progress Event will be held on Cable 14 and the City's YouTube channel and the goal champions will be involved. This Committee received an update on the seven goal groups which include;

1. Housing
2. Transportation
3. Information and Communication
4. Health and Community Services
5. Social Participation, Recreation, Learning, Arts and Culture
6. Engagement, Volunteerism and Employment
7. Outdoor Spaces and Buildings

L. Maychak added that the Age Friendly Progress event will be held virtually in March and she will share the date next month. Senior Advisory Committee, Hamilton Council on Aging and the City of Hamilton will present the plan progress and there will also be some video interviews to make it more engaging for viewers.

**(b) Older Adult Network**

There are no updates at this time.

**(c) International Day of Older Persons Committee**

D. Stone reported that this group will be meeting Mon Jan 10<sup>th</sup> to look at upcoming activities for 2022.

**(d) McMaster Institute for Research on Aging**

There are no updates from this Working Committee.

**(e) Ontario Health Coalition**

C. Fernandes will continue to send the Senior Advisory Committee email updates through L. Maychak.

**(f) Our Future Hamilton Update**

There are no updates from this Working Committee.

**(g) Senior of the Year Award**

L. Maychak reported the event is targeted to take place at the

end of October 2022 and hopefully will occur in person this year and a meeting is planned for the end of January.

## **8. MOTIONS (Item 11)**

### **(i) "Let's Get Walking" Workshops (Item 8.1)**

#### **(A. Elliott/D. Broom)**

That the motion be amended to change the wording of the original motion that workshops will occur virtually and not in-person.

Motion to be amended that the Senior Advisory Committee support up to \$500 to the "Let's Get Walking" workshops that are planned to be held in February/March of 2022 and will be delivered virtually due to the current COVID-19 situation.

**CARRIED**

## **9. GENERAL INFORMATION/OTHER BUSINESS (Item 13)**

### **(i) Committee Member Leave of Absence Request**

#### **(P. Petrie/M. Wahlman)**

That the Senior Advisory Committee receives the request of D. Petgrave for a Leave of Absence from committee until March 2022. P. Petrie will advise D. Petgrave this request has been granted.

**CARRIED**

### **(ii) Absences with Committee members**

M. Wahlman brought up the issue of Senior Advisory Committee members that are continually missing more than three meetings in a row without sending regrets and the status of their continued membership within this committee.

### **(iii) Update on Police Services Motion**

D. Broom reported an update on a previous motion the Senior Advisory Committee put forth for Hamilton Police Services to appear before council was sent to the Emergency Services Committee and has now been sent by that committee back to the Hamilton Police Services Board. There are currently no future meeting dates listed on the Hamilton Police website but hopeful this motion will be addressed soon. D. Broom will continue to track the progress and update the Senior Advisory Committee.

**(iv) Elder Abuse Awareness Day**

The task has been given to the Communication Working group to add to their agenda and begin talking about an awareness plan for Elder Abuse Awareness Day which is being held on June 15, 2022.

**(v) 211 Day Update**

This day is not a City initiative so the awareness and helping to support this day will be taken on by our Communications Working group. Any promotional material created by 211 will be used for awareness. A member of the Communication Working group is to reach out to 211 and inquire about these materials. L. Maychak can then work with the City Communication's department to help distribute the information for February 11, 2022.

**10. ADJOURNMENT (Item 15)****(M. Wahlman/S. Boblin)**

That the Seniors Advisory Committee be adjourned at 11:53 a.m.

**CARRIED**

Next Meeting: February 4, 2022



**CITY OF HAMILTON**  
**HEALTHY AND SAFE COMMUNITIES DEPARTMENT**  
**Housing Services Division**

<b>TO:</b>	Chair and Members Emergency and Community Services Committee
<b>COMMITTEE DATE:</b>	February 17, 2022
<b>SUBJECT/REPORT NO:</b>	Proposal by Hamilton Alliance for Tiny Shelters (HSC22015) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Edward John (905) 546-2424 Ext. 4860
<b>SUBMITTED BY:</b>	Angela Burden General Manager, Healthy and Safe Communities Department General Manager's Office
<b>SIGNATURE:</b>	

### RECOMMENDATION(S)

- (a) That staff be directed to share the information contained in Report HSC22015 with the Hamilton Alliance for Tiny Shelters (HATS) to inform their planning for a potential 'tiny cabin' site in the City of Hamilton;
- (b) That staff be directed to assist HATS in determining potential viable sites for its HATS project, underpinned by a Housing First approach; and,
- (c) That staff be directed to work with Corporate Finance and Administration to determine a potential and appropriate funding source should this project proceed.

### EXECUTIVE SUMMARY

The City of Hamilton remains committed to ending homelessness and continues to engage across departments with provincial and federal ministries and a wide range of community partners and stakeholders to explore further actions to support ongoing emergency sheltering and permanent housing supports in the context of the ongoing COVID-19 pandemic. This engagement includes ongoing dialogue between Housing Services Division and Planning and Economic Development (PED) with the Hamilton Alliance for Tiny Shelters (HATS) to assess the viability, operational readiness and

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OUR Vision: To be the best place to raise a child and age successfully.

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.

**SUBJECT: Proposal by Hamilton Alliance for Tiny Shelters (HSC22015) (City Wide)**  
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logistical needs of this approach as one community-identified response to address short-term, temporary emergency sheltering needs of unhoused residents in Hamilton.

Following the February 3, 2022 Emergency and Community Services Committee meeting, Housing Services Division and PED engaged with HATS to better understand their concept and plans, and facilitated a joint meeting with Housing Services Division, PED, HATS and Hamilton Wentworth District School Board (HWDSB) Senior Leadership to understand the Board's requirements from their December meeting that must be satisfied in order for the Sir John A. MacDonald school to be a viable location for the project. Housing Services Division received the HATS proposal, as well as a draft budget, which are included as Appendix "A" to this Report and also provided written responses to staff questions. Staff questions sought to gather information to determine what role the City might have in supporting such an initiative and focused on a range of issues including: zoning and by-law, services and infrastructure, governance and operation structure, selection and intake process, eligibility, provision of supports, formalized health and housing partnerships, community engagement, and connections to permanent housing.

As described in their proposal, HATS has submitted the following as their request of the City

- \$100,000 in funding for staffing from the \$500,000 Emergency Needs Fund outlined in the Adaptation and Transformation of Services for People Experiencing Homelessness Update 4 (HSC20020(d)) (City Wide) report dated December 9, 2021, or whichever fund is deemed most appropriate.
- Non-Enforcement of the zoning bylaw, that does not allow for an emergency shelter to be within 300 meters of another (HATS has referred to the emergency shelters located at The Hub and Wesley Urban Ministries as precedents for their request); and non-enforcement of the requirement to hook up to municipal sewer and water services.
- Exemption from the site planning process and fees; and, expedition of any zoning amendments or requests sought on a case-by-case basis.
- To assist with ongoing operational funding, HATS will be requesting cabin residents to contribute their portion of Ontario Works or ODSP shelter allowance and will request assistance with the Ontario Works office to coordinate this contribution.
- HATS have been relying on privately donated land, however HATS encourage the City to consider donating or allocating land for the expansion and/or continuation of this program.

Through consultation with stakeholders since February 3, 2022 and as HWDSB continues to work with HATS to determine the viability of the proposed Sir John A Macdonald school site (SJAM), new information has been brought forward by HWDSB related to emerging on-site health and safety considerations as a result of recent

**SUBJECT: Proposal by Hamilton Alliance for Tiny Shelters (HSC22015) (City Wide)**  
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flooding in the vacant school. The flooding has rendered the building immediately unusable and timelines for the demolition of the building may be expedited.

In addition to Housing Services Division providing consultation with respect to the developing HATS model and assessing the role of the Housing Services Division within the project, Planning and Economic Development have also provided initial consultation with respect to general considerations around planning and development approvals related to the proposed “tiny cabins”. There are some challenges with zoning and by-law requirements when considering the SJAM site and cross-departmental consultation has also included consideration of alternate locations for the project. Should the use be determined to be an Emergency Shelter, from a development approvals standpoint, there are multiple locations around the City where the use would be permitted, subject to meeting certain conditions.

**Alternatives for Consideration – Not applicable**

**FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

**Financial:** HATS has requested \$100 K from the City to support the hiring of security staff for the project. 24/7 security is a condition of use at the SJAM site. If directed by Council, staff will work with finance to determine appropriate funding source for the requested \$100 K to support the HATS initiative.

**Staffing:** N/A

**Legal:** As the HATS project continues to be developed, staff will engage with the City’s Legal Services for additional review to identify any potential considerations and/or implications as it pertains to the results of prior litigation related to encampments in Hamilton.

**HISTORICAL BACKGROUND**

On January 31, 2022, the Hamilton Wentworth District School Board (HWDSB) held a Board Meeting and received a presentation regarding HATS. During this Board Meeting, the following motion was tabled and carried:

“That staff explore, with City of Hamilton staff and Hamilton Alliance for Tiny Shelters (HATS) staff, a possible use of the SJAM property for a short-term timeframe as long as the requirements previously outlined by the Board of Trustees are met.”

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The criteria is available on the HWDSB website<sup>1</sup>, and specifies the following conditions:

1. This would have to be a short-term solution (this winter) as the Board will need to move forward with the next steps for the SJAM property.
2. The discussions that have been had centre around using SJAM as transitional support. There should be a clear plan on where the permanent location will be for any transition location.
3. Any similar initiatives that have been successful in other municipalities state that one of the key success criterion is the wrap around supports that are available 24/7 to the residents. These supports include mental health and social service supports. There should be funding and a plan identified for these supports.
4. In addition, similar initiatives have 24/7 security in order to ensure the safety of residents and the community. There should be funding and a plan identified for these supports.
5. Many of the inquiries have wanted to use the actual SJAM building to provide certain services. There are costs related to getting the building that has not been in use ready for use again. It is the Board's expectation that these costs would be covered. Depending on the areas of the building that would be accessed, it could range from \$30,000 to \$125,000.
6. The Board would have to ensure that appropriate insurance coverage is available.

In addition, due to the number and variety of organizations/representatives that have come forward, the Board has asked all the advocates to work through the City of Hamilton in order to ensure that there is collaboration related to the unhoused situation.

On February 3, 2022, the Emergency and Community Services Committee received a number of communications and delegations respecting the Hamilton Alliance for Tiny Shelters and a potential partnership with the City of Hamilton, including a delegation from A Better Tent City Waterloo Region organizer.

On February 9, 2022, City Council approved the February 3, 2022 Emergency and Community Services Committee Report 22-002, which included the motion:

“That City staff were directed to work with Hamilton Alliance for Tiny Shelters and community stakeholders to identify the role(s) of the City of Hamilton in the development of tiny shelters as a community-led response to address short-term, temporary housing needs of Hamilton's unhoused residents, including appropriate site supports, and report back to the Emergency and Community Services Committee on February 17, 2022, with recommendations.”

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<sup>1</sup> <https://www.hwdsb.on.ca/wp-content/uploads/meetings/Finance-and-Facilities-Committee-Agenda-1639505076.pdf>



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## **POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

### **Planning and Development Approvals**

With respect to planning and development approvals, any proposal for a “tiny cabin” project would be treated the same as any other development proposal. Depending on the nature of the proposal, it may require planning and/or building permit approvals.

Staff have not yet received a formal application for the proposed project, and therefore cannot confirm what the planning and/or building approvals process would entail. However, based on the information that staff has seen to date, the proposed use may constitute an Emergency Shelter as defined under the City’s Zoning By-laws. While the provisions for Emergency Shelters vary under the different zoning by-laws across the City, the use is generally permitted in institutional zones, commercial mixed-use zones, and many residential zones. Therefore, there are numerous locations across the City where the use of Emergency Shelter would be permitted.

It is important to note that various zoning standards also exist. For example, as it relates to Emergency Shelters, Zoning By-law 05-200 requires a minimum separation distance of 300 metres between properties that contain such uses. Other applicable zoning standards would include matters such as setbacks, lot coverage, etc.

Adequate servicing (e.g. drinking water and sanitation) is also a requirement under the City’s zoning, for any land use. For example, Section 4.22 of Zoning By-law 05-200 states that no buildings or structures may be erected, used or occupied unless:

- adequate watermains, storm and sanitary sewer systems are existing or have been provided for in a binding and secured development agreement and all regulatory approvals have been received to the satisfaction of the General Manager of Planning and Economic Development Department and/or his or her designate; or,
- where such services are not required or contemplated, an approved waste disposal system and potable water supply to sustain the use of land for buildings or structures are existing or have been provided for to the satisfaction of the Chief Building Official and all regulatory approvals have been received to the satisfaction of the General Manager of the Planning and Economic Development Department and/or his or her designate;

With respect to Building Permits, the Province’s Building Code requires an application for a Building Permit for any structure larger than 10 square metres in building area. Based on the information that staff has seen to date, it would appear that the shelter structures would be less than 10 square metres in building area, but the common dining areas and/or common sanitation structures may be greater than 10 square metres in building area.

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If a structure is greater in area than 10 square metres, it would not require a Building Permit if the structure is currently licenced as a motor vehicle or currently licenced as a trailer and is in road worthy condition (complete with wheels, running gear, lights, tow hitch, licence plate etc.) under the *Highway Traffic Act*.

If an application is made for a Building Permit, one of the requirements in issuing a Building Permit is to confirm that the structure meets all of the zoning requirements.

One additional consideration from a development approvals standpoint would be whether the Site Plan Review process is applicable. Site Plan Review is a process through which matters are addressed such as the location of structures, setback distances between structures and adjacent buildings and between structures within the project as well as servicing, grading and drainage. The Hamilton Fire Department and the Building Division have both indicated that having separation between structures would be desirable from a fire safety standpoint. Staff would need additional information in order to determine if the proposal would require Site Plan Review.

In summation, should the use be determined to be an Emergency Shelter, then from a development approvals standpoint, there are multiple locations around the City where the use would be permitted, subject to meeting certain conditions, such as adequate sanitation and servicing. Smaller structures would likely not require a Building Permit, but larger structures likely would require a Building Permit. And the City may determine that a Site Plan is required to confirm appropriate location, orientation of buildings, servicing and grading and drainage requirements. Of note, should any planning applications be required (e.g. Zoning By-law Amendments and/or Site Plan), the City has for a number of years waived certain application fees for affordable housing projects.

## **RELEVANT CONSULTATION**

Following the Emergency and Community Services Committee meeting on February 3, 2022, Housing Services and PED engaged directly with HATS organizers to better understand the proposal and to directly respond to staff questions regarding various aspects of planning, implementation, and ongoing support for the initiative. The GMs of Healthy and Safe Communities (HSC) and PED, along with relevant directors, have participated in meetings with HATS and Senior Leadership of HWDSB, and engaged in individual conversations to further understand the project, HWDSB criteria for the SJAM site, and what would be required of the City should it proceed. HATS provided a written proposal and draft budget on February 14, 2022 for consideration.

Staff from Housing Services Division and the Planning and Economic Development Department have also been engaged in the consultation with HATS and have consulted individually with their leadership and provided relevant information in this report

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regarding planning and development approvals related to the implementation of a “tiny cabin” project.

**ANALYSIS AND RATIONALE FOR RECOMMENDATION**

Housing Services remains committed to ongoing consultation to support actions toward a more responsive, resilient, sustainable and housing-focused homeless-serving system that addresses immediate unmet housing needs, while establishing permanent solutions to housing pressures. To this end, Housing Services continues to engage with HATS to gather important information and context related to the proposed project to better understand if and how a partnership can be developed to ensure ongoing connectivity with departmental goals and strategies related to permanent housing.

HATS describe their project as a “...community-led initiative of Hamilton residents and organizations that seeks to deliver a novel approach to providing stability and a temporary home for residents experiencing homelessness”. The aim of the project is to provide those currently unhoused with:

- regular connection to services and healthcare;
- stability and structure to help those experiencing homelessness to move along the housing trajectory more successfully; and
- to move them from dangerous conditions on the streets into a safer, and stable setting that provides protection from the environment, and regular connection to services and healthcare on a path to stable housing.

Eligibility criteria and referral process for the HATS project have yet to be designed, however the stated goal of HATS is to identify those who, for various reasons, are unable or unwilling to access the shelter system who may ‘stabilize’ in this environment. HATS has stated that they will be starting a process to receive input from agencies and individuals with lived experience to inform these processes.

HATS has identified that it aligns with City stated Housing First principles and does not consider the project to be a sanctioned encampment. Rather, it is identified as an organized program to provide temporary shelter, stability and access to services. Once established, HATS has indicated that there will be rules in place with respect to allowable structures, number of residents, agreed expectations of conduct, on-site staffing, garbage pickup, etc. In practice, HATS envisions the project as a ‘transitional program’, where residents are able to exit into safe, permanent housing and have indicated a willingness to cooperate with the City to find appropriate permanent housing solutions for residents who would be at their eventual location.

Regarding the proposed SJAM site, HWDSB provided an update to City staff that at the beginning of February 2022, there was a significant flood in Sir John A. MacDonald. This has created limited access to the building with significant liability

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concerns such as mould and general safety (structural and exterior brick spalling). As a result of this, HWSDB is having conversations with their insurance company and the Ministry of Education in order to try to expedite the demolition of the building. This may have an impact on the availability of the site related to HATS and HWSDB continues to work with HATS to determine viability.

While staff have not had sufficient time to perform an in-depth and comprehensive environmental scan related to similar interventions such as HATS, we are well aware of tiny shelter and/or tiny home initiatives such as A Better Tent City and Homes for Heroes, and initiatives in other jurisdictions that engage in partnerships with developers to use sites pre-construction to establish stabilizing housing for a transition period, a two-step approach to housing permanency which holds promise from a best practice approach. Staff will continue to review models similar to HATS to determine outcomes related to connections to permanent housing, and explore synergies and options with stakeholders and partners that could offer viable sites and innovative solutions to meet local need. While the HATS project seeks to build a “made-in-Hamilton model”, staff will continue to advise as to how to embed and integrate a Housing First approach and Housing First principles as we continue to work on solutions to address immediate needs of unsheltered residents while establishing permanent solutions to housing pressures.

Indeed, pursuit of collaboration with existing or new housing providers that would assist the transition of individuals from HATS into permanent supportive housing models would be considered an asset to this proposal. As Service Manager and system coordinator, Housing Services Division could facilitate the process assisting on matters such as assessment and needs evaluation, as well as potential for assisting with rent subsidies and or housing allowances where available in order to co-ordinate access into permanent housing opportunities. In addition, Housing Services Division’s Housing-Focused Street Outreach Team could directly support individuals on-site to connect to existing resources based on their needs and preferences.

It is understood by the HATS group and should be noted here that Housing Services Division does not have resources to lead or provide staffing for this initiative. Should the HATS project proceed, Housing Services Division will continue to directly support unsheltered individuals on-site through the Housing-Focused Street Outreach Team. In practice, this involves working to ensure that individuals who consent to service have their needs and preferences assessed in order to ensure appropriate coordination between and connections to services and supports through a shared community-identified prioritization criteria. This process helps ensure consistency and transparency in the way that individuals are connected to appropriate resources. Housing Services will also continue to prioritize collaborative work with local Indigenous leadership to develop connections to housing and supports that are culturally appropriate, rooted in

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the spirit and actions of reconciliation that recognize the values of autonomy and self-determination.

**ALTERNATIVES FOR CONSIDERATION**

N/A

**ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN**

**Community Engagement and Participation**

Hamilton has an open, transparent and accessible approach to City government that engages with and empowers all citizens to be involved in their community

**Economic Prosperity and Growth**

Hamilton has a prosperous and diverse local economy where people have opportunities to grow and develop.

**Healthy and Safe Communities**

Hamilton is a safe and supportive City where people are active, healthy, and have a high quality of life.

**Built Environment and Infrastructure**

Hamilton is supported by state-of-the-art infrastructure, transportation options, buildings and public spaces that create a dynamic City.

**APPENDICES AND SCHEDULES ATTACHED**

Appendix “A” to Report HSC22015: Hamilton Alliance for Tiny Shelters (HATS)  
Proposal & Request



**Hamilton Alliance for Tiny Shelters (HATS)**  
**Proposal & Request**

**City of Hamilton Emergency &  
Community Services Committee**  
**February 17<sup>th</sup> 2022**

**Attention:**

The City of Hamilton, Emergency and Community Services Committee  
Angela Burden, General Manager, Healthy & Safe Communities  
Edward John, Director of Housing  
City of Hamilton, City Councillors

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## Introduction:

The Hamilton Alliance for Tiny Shelters is a community-led initiative of Hamilton residents and organizations that seeks to deliver a novel approach to providing stability and a temporary home for residents experiencing homelessness.

Communities across North America are experimenting with the concept of stabilizing unhoused people in small, 'sleeping cabins' with supports to aid the progress of vulnerable individuals along the housing continuum. Although the HATS initiative is inspired by Kitchener's 'Better Tent City' program, we hope to build on the evidence-based successes of similar programs that are based on a housing-first, human rights approach. Ours is a made-in-Hamilton model; collaborating with service providers and community members. The aim is to provide those currently unhoused with:

- regular connection to services and healthcare
- stability and structure to help those experiencing homelessness to move along the housing trajectory more successfully
- to move them from dangerous conditions on the streets into a safer and stable setting that provides protection from the environment, and regular connection to services and healthcare on a path to stable housing

Foundational principles guiding the vision for HATS include, but are not limited to, the following:

- low barrier access to occupying a cabin
- design and operations informed and envisioned by persons with lived experience and those occupying the space
- ongoing consultation with persons and organizations currently serving the unhoused and precariously housed population
- collaborations with transitional housing programs and housing providers
- independent living with individualized person-centered supports, provided by the service organizations currently providing outreach to this demographic.

In addition:

- this initiative does not constitute "housing"
- this initiative is not permanent
- the initiative is exempt from the *Residential Tenancies Act*
- this initiative informed and guided by "housing first" principles—first provide a person with shelter/housing and then supports as needed to sustain that housing



## Concept:

- Vision/Mission statement

We plan to involve those with lived experience of homelessness and community agencies to finalize our Vision/Mission statements.

In the interim, we aim to provide warm, safe accommodation for those experiencing homelessness in Hamilton, Ontario.

## Our Goal:

Our goal is to help stabilize people, and act as a stepping stone to move them along the housing continuum at their pace.

To set up 10 cabins **in April 2022** to stabilize and protect those experiencing homelessness, in warm safe and supportive accommodation and to act as a bridge to permanent housing. And to expand as soon as possible to another 10 cabins.

## Program Details:

- Using donated land (currently SJAM is on offer)
- Erect 8'x10' cabins (with accessible ramps if required)
- Cabins equipped with electricity, heat, a bed, a microwave, mini fridge
- An additional cabin on-site exclusively to be used as an office/meeting space for support services to meet with community members
- On-site washrooms with regular servicing
- Regular garbage pickup and site cleanup, with residents with residents responsible and paid for ongoing tasks
- On-site supervisors, anticipating 2 full-time employees to begin with

HATS plans to build our program in a way that leads to permanent housing.

As an example, 50% of residents at a similar project in Seattle have moved to permanent housing.

Our program offers residents a more stable, and safe environment: once they have greater stability, a place they can call their own, and their health needs are met, they can begin to move along the housing continuum.

One local housing provider told us that their tenants are much more successful when they come from some kind of structured program that helps them prepare for housing, rather than coming directly from sleeping rough.

## Organizational Structure:

The current organizational structure is still evolving with ongoing engagement with unhoused persons and other community stakeholders.

HATS holds regular, weekly team meeting, in addition to interim team meetings, as needed. Our meetings are minuted and our operations include regular reporting.

The city has a long-standing relationship and financial commitments to the Hamilton Roundtable for Poverty Reduction, which is a key HATS partner.

The current steering committee leading this initiative includes the following entities:

- Social Planning and Research Council, represented by Deirdre Pike
- The Hamilton Roundtable for Poverty, represented by Tom Cooper
- Ted McMeekin, citizen
- Ed Fothergill, citizen
- Julia Kollek, citizen
- Tony D'Amato Stortz, past Kitchener-Waterloo "Better Tent City" site manager
- Bill Johnston, representing the First Unitarian Church of Hamilton
- Hamilton Community Legal Clinic

Accountability rests with our Board of Directors, as listed below: the initiative is in the midst of incorporating and applying for charitable non-profit status with the following details:

- Julia Kollek, President
- Bill Johnston, Secretary
- Tom Cooper, Treasurer

Any of the above will act as the point of contact for HATS.

## Demographics:

HATS aims to meet the needs of those experiencing homelessness who for various reasons are unable to access the traditional shelter system, including unhoused persons living with disabilities, and who are likely to stabilize and thrive in this environment.

We are engaging with individuals through questionnaires, focus groups and facilitated conversations, including at warming centres such as the Hub and Wesley. At early discussions,

people experiencing homelessness expressed overwhelming support for HATS. Participants cried at the prospect of being able to stay in a warm cabin.

### Eligibility:

Unhoused and outside of the shelter system. Beyond those broad criteria, we are designing a referral process with unhoused members of the community and support service providers that engage with unhoused persons.

The application process is also in process as we continue to consult with stakeholders.

Couples would be eligible; each would be assigned a cabin case the relationship breaks up. We don't know yet if couples would be a priority.

We acknowledge the barrier in the shelter system for people with pets – and the difficulty they have accessing shelters. We will take this into account when we design our eligibility criteria.

Our work to develop eligibility will be informed by a gender and equity lens. We are also consulting with the Hamilton Regional Indian Centre, the Native Women's Centre and the Women's Housing Planning Collaborative, among others.

We envision scenarios where individuals we view as eligible for a cabin are also on the city's By-Name list. Once they are in the cabin community, residents will have the autonomy to choose and decide which agencies to connect with, and the services that help them transition. We would be delighted if those we first identify for a cabin can instead be successfully and permanently housed in a community housing setting, but we are aware that there are more than 1,000 people the city has identified as unhoused who could benefit from a cabin. We will certainly co-operate with the city and other housing providers as they engage with cabin residents about permanent housing.

We note that this has been the case for half the residents of a similar project in Seattle.

### Residents' Signed Commitment Statements:

We are developing, with services providers and people with lived experience, a statement of expectations and commitments that residents would sign to become a member of the cabin community. A significant violation of the agreement could result in residents having to leave.

Residents would be involved, in ways that would evolve on the operation of the site.

### Support Services:

We will encourage service providers to include our site in their rounds; each outreach agency has the autonomy to choose their method of delivery of service and each resident has the autonomy to decide how they engage with the supports offered.

We have been advised that existing support services who respond to the needs of the unhoused community would continue to do so, and some will coordinate an extension of their services to the site itself. Those services geographically close to the SJAM site may remain off-site.

A group of support services will be providing a direct report to council through Jennifer Bonner, Director of The Hub.

The following existing supports are being coordinated by the service providers themselves, some of which is being coordinated by Jennifer Bonner, Director of The Hub.

These include and are not limited to:

- medical care
- pharmaceutical delivery
- substance abuse supports
- harm reduction
- housing system navigators
- social work support
- art therapy o vocational support
- income support,

In addition to other support agencies, we will have professionally-trained onsite staff, engaging with the residents of the cabins. On-site staff will be responsible to the board of HATS.

In addition, we have secured the pro bono services of an HR consultant who will guide staff evaluation, as well as ensuring the staff are provided with the opportunity to give their feedback on suggestions they may have to improve the project's operations.

### Security & Safety:

Erecting tents will not be permitted on the property and this will be enforced. If someone tries to erect tents on the site, staff on site would ask the person to leave and issue the no trespass order from the landlord against them.

The residents of the cabin community might also work together to ensure tents aren't erected, knowing an encampment could impact the continued use of the property for cabins.

As a last resort, staff or volunteers would call the Social Navigators.

Supporting agencies and persons with lived experience are developing protocols regarding police interaction on site.

We anticipate hiring 2 site supervisors at first, working in shifts on-site, with financial support from the City of Hamilton.

The landowners will have issued a standard no trespassing document against any individual not entitled to be on the property.

Visitors will be allowed but with limited overnight. Exact policies are being developed with services providers and people with lived experience.

Once policies, procedures and the formal organizational structure are established, we will make public the point persons to contact based on sub-committees in support of this initiative including liaison with the city, fire, police and neighbours, as well as on-site consultation and inspection by the Electrical Safety Authority.

### Engagement With Unhoused Persons:

Unhoused persons and eventual residents of this community will drive the evolution of this program to ensure that their needs are being met and that we are supporting them in solidarity. We are currently collecting raw data from questionnaires and focus groups with unhoused persons. Tony D'Amato Stortz has been collecting data in collaboration with Jennifer Bonner from The Hub, and other organizations working directly with unhoused people.

Focus groups have taken place with people using the Hub drop-in center and its emergency overnight shelter, and with Wesley Urban Ministries. Ongoing engagement will continue and extend to persons currently encamped. Unhoused persons have been and will continue to be invited to direct the initiative.

### Insurance:

HATS will shortly be incorporated and will be applying for insurance through [the Co-Operators insurance broker](#) who specializes in non-profits, and was used by A Better Tent City.

### The Sir John A. Macdonald Site

In approving the Sir John A. Macdonald site, the school board set certain conditions, listed below with our responses:

1. This would have to be a short-term solution (this winter) as the Board will need to move forward with the next steps for the SJAM property.

We are aware of this. Our cabins can be moved. And we are actively searching for a second site. We understand that we must ensure the site is returned to the conditions in which we found it when we leave.

2. The discussions have been had centred around using SJAM as transitional support. There should be a clear plan on where the permanent location will be for any transition location.

We are actively looking for a secondary site, and welcome suggestions from city council and staff.

3. Any similar initiatives that have been successful in other municipalities state that one of the key success criteria are the supports that are available 24/7 to the residents. These supports include mental health and social service supports. There should be funding and a plan identified for these supports.

We are actively working on agreements with service providers, a number of whom have assured us that if their clients are in our cabins, they will provide them with services. Other than hiring staff to help manage the site, we will not be providing support services but will provide a fixed location where support services providers can serve their clients.

4. In addition, similar initiatives have 24/7 security in order to ensure the safety of residents and the community. There should be funding and a plan identified for these supports.

We would be interested to know about similar initiatives that have used 24/7 security on their sites: in our conversations with other programs, this was not the case.

As mentioned above, supporting agencies and persons with lived experience are developing protocols regarding police interaction on site.

We anticipate hiring 2 site supervisors at first, working in shifts on-site, and – as initiated in other similar programs - staff would contact the Social Navigator program if necessary, a program which is already active where they are needed across the city.

5. Many of the inquiries have wanted to use the actual SJAM building to provide certain services. There are costs related to getting the building that has not been in use ready for use again. It is the Board's expectation that these costs would be covered. Depending on the areas of the building that would be accessed, it could range from \$30,000 to \$125,000.

We will not be using the building.

6. The Board would have to ensure that appropriate insurance coverage is available.

We have arranged to acquire insurance from the insurer used by the A Better Tent City in Kitchener. We will complete that as soon as we are incorporated as a non-profit, which will happen in the next few days.

In addition, due to the number and variety of organizations/representatives that have come forward, the Board has asked all the advocates to work through the City of Hamilton in order to ensure that there is collaboration related to the unhoused situation.

We are working together with city councillors, staff, and collaborating with other organizations to provide temporary accommodation with support services, as well as creating plans that will enable housing providers to meet with residents.

### Donations & In-Kind Offers:

Our charitable flow-through partner is The Social Planning and Research Council of Hamilton.

HATS is applying for charitable non-profit status at which point, our organization will take donations and issue charitable tax receipts.

To date we have received approximately \$11,000 in donations, made in the past week with a formal fundraising strategy planned going forward.

In addition, we have been flooded with offers from professionals, businesses, schools and volunteers to help build and support our program.

### Community Outreach

HATS organizers initiated a virtual community information session on Thursday, February 10th. Flyers delivered the previous week to houses around the SJAM neighbourhood provided details about the meeting to enable local residents to learn more about the vision for the project; Ward 2's Councillor was invited to attend and speak. More than 50 residents participated in a briefing session followed by breakout rooms where we heard back from residents. HATS would like to continue community engagement sessions as this project unfolds to keep residents updated about the project.

### Program Measures of Success:

These are our preliminary measures of success, subject to change, and following further consultation (including those with lived experience):

- 1) Residents are protected from the elements, and from the risk of weather-related injuries
- 2) Residents have the stability in being in a fixed, known, approved location – allowing the maintenance of supports which is currently disrupted when people are constantly on the move
- 3) Residents have less stress and worry about where's a safe place to stay every night
- 4) Residents have regular access to healthcare
- 5) Residents have opportunities to enhance their skills
- 6) Residents are assisted to move, at their own pace, toward more permanent housing
- 7) Residents have respect and dignity, safety, and a reduced feeling of isolation
- 8) Residents indicate satisfaction with HATS program
- 9) Residents have the opportunity to develop leadership and life skills
- 10) Residents feel a greater sense of personal autonomy

### Request of the City:

- \$100,000 in funding for staffing - from the \$500,000 Emergency Needs Fund outlined in the Adaptation and Transformation of Services for People Experiencing Homelessness Update 4 (HSC20020(d)) (City Wide) report dated December 9, 2021 - or whichever fund is deemed most appropriate
- Non-Enforcement of the density bylaw, that does not allow for an emergency shelter to be within 300 metres of another; and non-enforcement of the requirement to hook up to municipal sewer and water services
- Exemption from the site planning process and fees; and
- Expedition of any zoning amendments or requests sought on a case-by-case basis
- To assist with ongoing operational funding, we will be requesting cabin residents to contribute their portion of Ontario Works or ODSP shelter allowance and will request assistance with the Ontario Works office to coordinate this contribution
- We have been relying on privately donated land, however we encourage the City to consider donating or allocating land for the expansion and/or continuation of this program.

### Motions to Consider

To be sent separately.



## HATS Draft Budget

including breakdown of estimated operational budget, anticipated staffing costs; heat and hydro; supplies; site maintenance – is attached.

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**HATS HAMILTON 2022**

**ESTIMATED ANNUAL OPERATING COSTS**

ESTIMATED ANNUAL OPERATING COSTS	NOTES	EST. ANNUAL INCOME (10 Cabins)	EST. ANNUAL INCOME (20 Cabins)	ITEM	10 Cabins	12 Cabins
<b>INCOME</b>						
<b>DONATIONS</b>						
	current approx to date	9,000				
Donations pledged (once site established)	current additional donation pledged	10,000				
Purchase of cabins pledged (once site established)	current (more expected)	50,000	50,000			
Residents Contributions (OW & ODSP)	OW	2,681		OW		5,362
	OSDP	1,669		OSDP		3,338
Purchase of cabins pledged (once site established)	<b>Total (with 10 cabins)</b>	<b>73,350</b>	<b>Total (with 20 cabins)</b>			<b>58,700</b>

<b>EXPENSES</b>					10 Cabins	12 Cabins
Utilities				Water & Septic (if required)	36,000	43,200
				Electricity	13,200	15,840
Internet and computer	HWSDB offered zero				1,200	1,440
Property rental					0	
Garbage removal					1,900	2,000
Sharps Removal					1,900	2,000
Portable toilets rental & service					13,200	19,800
Pest control	in-kind from city?				500	500
Snow removal	Funding from a grant?				6,600	6,600
Daily stipends for residents					4,800	5,760
Insurance					5,000	5,000
Professional fees				Legal - annual	0	0
				Accounting/tax	2,000	2,000
Repairs & maintenance	We have potential offer of donations				2,400	3,000
Food and supplies					25,000	30,000
Extraordinary:						
Professional fees				Any?		
Future Moving & set up					4,000	4,800
Major capital repairs					1,500	1,800
<b>Sub-Total expenses</b>					<b>119,200</b>	<b>143,740</b>
15% for miscellaneous					<b>17,880</b>	<b>21,561</b>
				<b>Subtotal</b>	<b>137,080</b>	<b>165,301</b>
Wages details:	Have submitted application to United Way					
Tony (Program Manager)*				Base salary (\$60k)*	7,000	7,000
Consultant, self-employed				Benefits	0	0
Site Superintendent 1				Base salary (\$48k)	48,000	48,000
				Benefits	480	480
Site Superintendent 2				Base salary (\$48k)	48,000	48,000
				Benefits	480	480
				Subtotal salaries and benefits	103,960	103,960
<b>ESTIMATED TOTAL ANNUAL OPERATING COSTS</b>				<b>TOTAL ANNUAL OPERATING COSTS*</b>	<b>241,040</b>	<b>269,261</b>
<b>* NOTE: This does not include items in red, listed on Sheet 2</b>						
<b>Plus ESTIMATED SET UP CAPITAL COSTS (Sheet 2)</b>				<b>ESTIMATED SET UP CAPITAL COSTS (Sheet 2)</b>	<b>123,075</b>	<b>215,233</b>
				<b>SUB TOTAL 1 YEAR OPERATING COSTS + CAPITAL COSTS</b>	<b>364,115</b>	<b>484,494</b>
				<b>Minus Estimated Income</b>	<b>73,350</b>	<b>58,700</b>
				<b>TOTAL 1 YEAR OPERATING COSTS + CAPITAL COSTS</b>	<b>290,655</b>	<b>425,794</b>

**HATS - ESTIMATED SET UP COSTS**

Cabins	cost of these may be donated	<b>10 Cabins</b>	<b>12 Cabins</b>
Cabin construction* x 9 (1 of 10 was offered free by cabin builder)	*price may increase due to increased cost of materials	45,000	54,000
Fire retardant spray from USA	USD 295 approx	375	375
Plywood for 4 walls		3,850	4,647
Plywood for beds/shelving		6,000	7,200
Pressure-treated logs for base support (4ftx8ft)		715	856
Cement blocks for base support		500	600
	<b>Subtotal</b>	<b>56,440</b>	<b>67,678</b>
Cabin Interior construction (Threshold?)	Donation already pledged		
Delivery to site* (free from cabin builder)		0	0
Fire Dept consult		0	0
Public Works (for water if needed)		0	0
<b>Insulation*</b>	(Free from cabin builder?)		
Set up	Offers for this already pledged		
Heaters - Baseboard or oil radiators?		500 1,130	600 1,356
Electrical Sockets with reset switches		350	385
GRK screws		80	96
Lightbulbs		40	48
Light fittings		550	660
<b>Fire extinguishers</b>		3,800	4,560
Microwaves		800	960
Bar fridges		1,500	1,800
Mattresses/sheets/pillow/bedding/blankets	Anticipate Donations	0	
<b>Door Lock &amp; Key</b>			
HASP LATCH ON OUTSIDE OF DOOR		125	150
THICK NECK PADLOCK + KEY		400	480
SLIDING BOLT INSIDE		120	144
EXTERIOR DOOR HANDLE		800	960
<b>SUB-TOTAL ESTIMATED CAPITAL COSTS</b>	<b>SUB-TOTAL ESTIMATED CAPITAL COSTS</b>	<b>66,635</b>	<b>147,555</b>
	<b>TOTAL ESTIMATED CAPITAL COSTS*</b>	<b>123,075</b>	<b>215,233</b>

**\*NOT INCLUDED:**

- Kitchen Facility Rental
- Kitchen equipment
- Laundry facilities
- Laundry equipment
- One extra cabin for communal gathering?
- Showers - Trailer rental?
- Guard around oil radiators
- Electrician on-site consult
- Alectra on-site consult
- Electrician on-site setup
- Exterior electrical materials
- interior electrical materials
- Heaters - installation
- ESA inspection (electrical inspection fee)

\$0



# PROPOSAL BY HAMILTON ALLIANCE FOR TINY SHELTERS

Emergency and Community Services  
Committee Meeting  
February 17, 2022

# Overview of Recent Consultation

- Following the Emergency and Community Services Committee meeting on February 3, 2022, Housing Services and Planning and Economic Development engaged directly with HATS organizers to better understand their concept and plans.
- City staff facilitated a joint meeting with Housing Services, PED, HATS and Hamilton Wentworth District School Board Senior Leadership to understand the Board's requirements that must be satisfied in order for the Sir John A. MacDonald school to be a viable location for the project. The City remains in consultation with HWDSB to understand the viability of the HATS proposal on the proposed SJAM site
- Housing Services staff have received and reviewed the HATS proposal and draft budget.
- Staff from the Planning and Economic Development Department have provided relevant information regarding planning and development approvals related to the implementation of a "tiny cabin" project.

# Overview of HATS Proposal

- Hamilton Alliance for Tiny Shelters (HATS) is a community-led initiative of Hamilton residents and organizations. HATS is currently in the process of becoming incorporated.
- Goal is to set up 10 tiny cabins as soon as possible
- Aim of HATS is to provide those currently unhoused with:
  - regular connection to services and healthcare;
  - stability and structure to help those experiencing homelessness to move along the housing trajectory more successfully; and,
  - to move them from dangerous conditions on the streets into a safer, and stable setting that provides protection from the environment, and regular connection to services and healthcare on a path to stable housing.

- This would have to be a short-term solution (this winter) as the Board will need to move forward with the next steps for the SJAM property.
- There should be a clear plan on where the permanent location will be for any transition location.
- wrap around supports that are available 24/7 to the residents.
- 24/7 security in order to ensure the safety of residents and the community.
- Many of the inquiries have wanted to use the actual SJAM building to provide certain services. Given the recent flood damage this is not an option.
- The Board would have to ensure that appropriate insurance coverage is available.

# HATS Formal Request of City

- \$100,000 in funding for staffing;
- Non-Enforcement of the Radial Distance Separation bylaw, that does not allow for an emergency shelter to be within 300 meters of another;
- Non-enforcement of the requirement to connect to municipal sewer and water services;
- Exemption from the site planning process and fees; and, expedition of any zoning amendments or requests sought on a case-by-case basis;
- Assistance with collection of residents portion of Ontario Works or ODSP shelter allowance; and,
- Donating or allocating land for the expansion and/or continuation of this program.



# Planning and Development Approvals

- Project would be treated the same as any other development proposal and therefore may require planning and/or building permit approvals.
- Not yet received a formal application therefore cannot confirm what the planning and/or building approvals process would entail.
- Should the use be determined to be an Emergency Shelter multiple locations around the City would be permitted.
- Smaller structures would likely not require a Building Permit, but larger structures likely would require a Building Permit.
- Site Plan may be required to confirm appropriate location, orientation of buildings, servicing and grading and drainage requirements.

# Our Journey to End Homelessness

By March 2022,  
Coordinated Access  
Governance, Policies,  
Practice

Integrated homeless-  
serving system that  
connects people to  
the right resources at  
the right time

Shared accountability  
and capacity to  
quickly identify and  
solve individuals'  
experience of  
homelessness

Reduce overall  
homelessness  
annually by 5%

Reduce inflow  
by 10%

Less than 15%  
return to  
homelessness

End chronic  
homelessness  
by 2025

# Coordinated Access is Key to Success

## In Helping Individuals End Their Experience of Homelessness



### Serving People Who Are Experiencing Homelessness

Shared accountability for end each individual's experience of homelessness:

1. Unsheltered (sleeping outside, in vehicle, etc.)
2. Emergency Sheltered
3. Temporarily Sheltered (couch surfing, motel, etc.).

### Common Assessment - Every Door is the Right One

Through Common Assessment agencies assess and triage individuals' needs and preferences using VI-SPDAT to connect them with a community of resources.

### The By Name List

real-time data helps community partners know every person experiencing homelessness by name (with their consent), understand their unique needs, to then prioritize them for the most appropriate and available housing supports.

### Prioritization and Referral to right-match

dedicated support and housing resources as they become available, prioritized to meet an individual or family's depth of need.

# Recommendations

- That staff be directed to share the information contained in Report HSC22015 with the Hamilton Alliance for Tiny Shelters (HATS) to inform their planning for a potential ‘tiny cabin’ site in the City of Hamilton;
- That staff be directed to assist HATS in determining potential viable sites for its HATS project, underpinned by a Housing First approach; and,
- That staff be directed to work with Corporate Finance and Administration to determine a potential and appropriate funding source should this project proceed.



QUESTIONS?



**CITY OF HAMILTON**  
**HEALTHY AND SAFE COMMUNITIES DEPARTMENT**  
**Housing Services Division**

<b>TO:</b>	Chair and Members Emergency and Community Services Committee
<b>COMMITTEE DATE:</b>	February 17, 2022
<b>SUBJECT/REPORT NO:</b>	Provincial Consultation Regarding Regulatory Changes to the Housing Services Act (HSC22010) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Brian Kreps (905) 546-2424 Ext. 1782
<b>SUBMITTED BY:</b>	Edward John Director, Housing Services Division Healthy and Safe Communities Department
<b>SIGNATURE:</b>	

### RECOMMENDATION

That City of Hamilton's submission to the Province of Ontario's consultation regarding regulatory changes within the *Housing Services Act, 2011*, attached as Appendix "A" to Report HSC22010 be endorsed.

### EXECUTIVE SUMMARY

The Ministry of Municipal Affairs and Housing is consulting with the public regarding regulatory changes to the *Housing Services Act, 2011*. The changes are in the service of modernizing and expanding community housing system.

The hallmarks of the current system include an exclusive focus on Rent-Geared-to-Income (RGI) assistance, coordinated access to RGI assistance and a focus on legacy social housing programs built between the 1960's and 1990's. In many regards, this system is now outdated as non-profit projects built since 1997 fall outside of these rules. Similarly, older federal projects are reaching their end of agreement and facing decisions about the future, such as should they continue, sell or redevelop. Selling or redeveloping removes these projects from the existing system.

A response, attached as Appendix "A" to this Report, has been developed to the provincial consultation (proposal 21-MMAH031). The response urges the provincial

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OUR Vision: To be the best place to raise a child and age successfully.

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.

**SUBJECT: Provincial Consultation Regarding Regulatory Changes to the Housing Services Act (HSC22010) (City Wide) - Page 2 of 4**

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government to update the existing system by expanding beyond legacy social housing's focus on RGI assistance. It should expand the types of housing assistance around which the system is organized to focus on lower cost, but still deeply affordable housing assistance that take into account the shelter allowance provided by social assistance programs. This would mean that these forms of assistance should form part of any new service level standards. The response also supports the development of regulations to spell out common expectations for agreements with providers that have reached the end of their operating agreement or new providers whose projects were not funded under legacy social housing programs. It also reminds the province that almost all community housing administration is funded by the municipal tax base and that any changes should not result in increased costs or be accompanied by increased funding.

**Alternatives for Consideration – Not Applicable**

**FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

Financial: N/A

Staffing: N/A

Legal: N/A

**HISTORICAL BACKGROUND**

On July 22, 2020, the *Protecting Tenants and Strengthening Community Housing Act, 2020* received Royal Assent. It amended the *Housing Services Act, 2011* (the Act) in several fundamental ways.

- Allowing community housing providers to move into a new streamlined part of the Act once they have reached the end of their original obligations. In addition, community housing providers and projects that are not currently in the Act could enter the system under this new framework.
- Broadening the types of housing assistance that could be counted towards a Service Manager's required service levels. The Ministry plans to work in partnership with Service Managers and sector partners to propose a modern, outcomes-based approach to accountability and service level standards in regulation. This would consider how different types of housing assistance could be counted towards new service level requirements.
- Expand the types of assistance offered through the housing access system beyond just rent-geared-to-income assistance and could include other types of housing assistance set out in regulation.

**SUBJECT: Provincial Consultation Regarding Regulatory Changes to the Housing Services Act (HSC22010) (City Wide) - Page 3 of 4**

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On December 20, 2021, the Ministry of Municipal Affairs and Housing posted a consultation document regarding proposed changes to O. Reg 367/11 under the Housing Services Act. The deadline for the consultation is February 18, 2022.

**POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

The City of Hamilton is designated as the Service Manager (SM) under the *Housing Services Act, 2011*. The Act requires the SM to fund certain social housing providers through prescribed formulas. It further requires that the Service Level Standards for the number of Rent-Geared-to-Income (RGI) units are maintained. The Act also requires that SMs maintain a coordinated access system for RGI assistance.

Performance against the Service Level Standard is reported to the Ministry of Municipal Affairs and Housing annually in a Service Manager Annual Information Return. The Act lays out penalties if a SM does not fulfil their obligations.

**RELEVANT CONSULTATION**

Ontario Works was consulted in the preparation of the response. They identified that the regulatory changes recommended in the response would not have an adverse effect on the City as social assistance is funded by the province.

**ANALYSIS AND RATIONALE FOR RECOMMENDATION**

It is important for the City of Hamilton to participate in the consultation process as the proposed regulatory changes could have financial and administrative implications. These implications could include:

- what types of financial assistance must be provided to community housing providers whose operating agreement has ended;
- what types of assistance are included in the new Service Level Standards; and,
- what types of assistance must be provided through an expanded mandate for coordinated access to housing assistance.

**ALTERNATIVES FOR CONSIDERATION**

N/A

**ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN**

**Healthy and Safe Communities**

Hamilton is a safe and supportive City where people are active, healthy, and have a high quality of life.



**SUBJECT: Provincial Consultation Regarding Regulatory Changes to the  
Housing Services Act (HSC22010) (City Wide) - Page 4 of 4**

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**APPENDICES AND SCHEDULES ATTACHED**

Appendix "A" to Report HSC22010: Response to Consultation Regarding Changes  
to O. Reg 367/11

**Response to Consultation Regarding Changes to O. Reg 367/11**

This document outlines the City of Hamilton’s response to the Ministry of Municipal Affairs and Housing’s proposed regulatory changes to O. Reg 367/11 as outlined in proposal 21-MMAH031.

As a general comment, it should be noted that municipal Service Managers pay most of the operating costs associated with legacy social housing programs. In addition, the City of Hamilton has allowed providers to keep their full operating surplus and has provided municipally-funded capital dollars totalling \$3 M annually. The City of Hamilton has also provided used municipal tax dollars for capital contributions to the development of new community housing as well as annual rent subsidy for new community housing. These contributions are significant and still the costs of maintaining legacy social housing units grows beyond municipal means.

These investments have been made recognizing the significant need for affordable housing in Hamilton. Given limited municipal tax dollars, these investments are made by Council in careful consideration of the full range of municipal needs. While many aspects of the proposed regulatory changes are welcome, they cannot unilaterally impose additional costs to the municipal taxpayer.

**Service Agreements:**

The City of Hamilton supports the creation of a regulatory framework that would enable existing housing providers with matured operating agreements and mortgages to remain in the community housing system by signing a Service Agreement with their municipal Service Manager (SM) and spell out provisions governing entry of new housing providers into the community housing system.

While the current legacy social housing system’s focus on Rent-Geared-to-Income (RGI) and chronological coordinated access has its challenges, it provides useful underlying principles and common expectations for tenants, housing providers and SMs. Without a minimum framework, the SM and provider must negotiate each agreement separately. One of the primary challenges in the current environment is that agreements with the federal government for co-investment or rapid housing funding become the foundation for these agreements. These agreements reflect Canada Mortgage and Housing Corporation’s focus on risk management and securing the public investment and only minimal attention to the needs of tenants and SM.

- The framework must be flexible to reflect the needs of individual projects. Creating rigid expectations for funding arrangements could result in over or underfunding projects and unnecessary costs to the municipality.
- It should also speak to protections for affordability for existing tenants at the end of an agreement. Similarly, phase out periods at the end of agreements should be limited to ensure units are available for the full duration of the agreement.

**Appendix “A” to Report HSC22010**  
**Page 2 of 3**

- The new framework must remain committed to coordinated access. In an attempt to house tenants whom, they believe to be “lower risk”, some housing providers prefer to hand select tenants rather than rely on coordinated access.
- It is also important to maintain the system of quasi-judicial review of decisions regarding social assistance. This provides a useful system to review decisions made by housing providers and the service manager regarding eligibility for housing assistance.
- Creation of the requirement for an exit agreement for providers whose mortgages have expired is also beneficial. Currently, when a federal provider’s mortgage expires, the decision about what to do with the property is left largely to the non-profit board. In some cases, boards see the project as their asset and do not recognize the significant public investment made over the years. Exit agreements should require short- and long-term plans for the property and affordability to tenants.

**Service Level Requirements:**

The City of Hamilton appreciates the move to reform Service Level Requirements. The current requirements are based on the number of social housing units downloaded from the Province to the municipality in 2001. They also focus almost exclusively on Rent-Geared-to-income (RGI) assistance.

Any revised approach should include the considerations listed below:

- The focus should be expanded beyond RGI to reflect the variety of forms of assistance that are provided by Service Managers (SM) and that they meet different needs. A new system should include RGI assistance, assistance calculated according to the municipally-funded portable housing benefit formula even if it applied to properties, and units made available at 80% of Average Market Rent (AMR).
- The new service level standard should be negotiated regularly to reflect changing community need and current investments by both levels of governments.
- The renegotiation of service level standards could be tied to the regular renewal and update of 10-year housing and homelessness plans.
- Currently, the provincial government provides no funding for general administration of social/community housing programs. As a result, reporting expectations must not be expanded as this would result in additional costs to the municipality.

**Access:**

The current coordinated access system focuses exclusively on RGI. Legislatively, households offered other forms of assistance must remain on the centralized waiting list.

Changes to coordinated access should reflect the concerns listed below:

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- Any form of assistance that results in “deep affordability” or a household paying no more than 30% of its net income in rent should be considered an offer of housing and those households should be removed.
- RGI rules currently state that households in receipt of provincially-funded social assistance pay on a discounted scale rather than a percentage of income. This makes RGI assistance very expensive for providers and municipalities to offer. Allowing SM to offer assistance that requires social assistance recipients to pay the maximum shelter allowance would stretch limited municipal tax dollars further.
- The basic requirements of eligibility and coordinated access should be included in any new agreements discussed above.
- Provincial rules need to support better integration between By-Name Priority Lists for people experiencing homelessness and coordinated access to community housing. SMs are required to operate both systems, but the logic of the two systems is hard to reconcile, yet they are expected to work in tandem.
- Coordinated access is funded directly by municipalities. Hamilton’s coordinated access system has no capacity to provide additional services or forms of assistance without funding from the provincial government.