



City of Hamilton
EMERGENCY & COMMUNITY SERVICES COMMITTEE
AGENDA

Meeting #: 23-001
Date: January 19, 2023
Time: 1:30 p.m.
Location: Council Chambers
Hamilton City Hall
71 Main Street West

Loren Kolar, Legislative Coordinator (905) 546-2424 ext. 2604

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 December 1, 2022
5. **COMMUNICATIONS**
 - 5.1 Resignation from the Seniors Advisory Committee
 - 5.2 Walter Furlan, respecting a Hamilton Alliance for Tiny Shelters project.
6. **DELEGATION REQUESTS**

6.1 Delegations respecting Tiny Shelters and Homelessness in the City of Hamilton (for today's meeting)

a. Denise Davy

Virtual Delegation

b. Jeff Willmer, A Better Tent City Waterloo

Virtual Delegation

6.2 Sally Palmer, Hamilton Social Work Action Committee and the Campaign for Adequate Welfare & Disability Benefits, respecting the Nutritious Food Basket Report (for a future meeting)

7. DELEGATIONS

8. STAFF PRESENTATIONS

8.1 Hamilton Veterans Committee - 2022 Annual Report

9. CONSENT ITEMS

9.1 Red Hill Family Centre Annual Licensing Inspection (HSC23001) (Ward 5)

9.2 Fixing Long-Term Care Act, 2021 (FLTCA) and Ontario Regulation 246/22 (HSC23008) (Wards 7 and 13)

10. PUBLIC HEARINGS

11. DISCUSSION ITEMS

11.1 2023 Budget Submission LGBTQ Volunteer Advisory Committee (CM23001) (City Wide)

11.2 Standardization of Paramedic Emergency Service Vehicles (HSC23002) (City Wide)

11.3 Proposal for Drop-In Services Post March 2023 (HSC23006) (City Wide) - REPORT WITHDRAWN

11.4 Affordable Housing Funding Program (AHFP) (HSC23003) (City Wide)

11.5 Hamilton Alliance for Tiny Shelters Proposal (HSC22015(a))(City Wide) (deferred from the December 1, 2022 meeting)

Note: This report has been revised from the original, to reflect 2023 timelines.

- 11.6 Hamilton Alliance for Tiny Shelters Site Options and Considerations (HSC22015(b)) (City Wide)
- 11.7 2023 Budget Submission - Housing and Homelessness Advisory Committee (HSC22056) (City Wide)

12. MOTIONS

13. NOTICES OF MOTION

14. GENERAL INFORMATION / OTHER BUSINESS

15. PRIVATE AND CONFIDENTIAL

- 15.1 Housing Stability Benefit Team Staffing (HSC23005) (City Wide)

Pursuant to Section 9.1, Sub-section (b) of the City's Procedural By-law 21-021, as amended, and Section 239(2), Sub-section (b) of the Ontario Municipal Act, 2001, as amended, as the subject matter pertains to personal matters about an identifiable individual, including City or local board employees.

- 15.2 Canada Mortgage and Housing Corporation (CMHC) Rapid Housing Initiative (RHI) Round 3 (HSC20056(c))

Pursuant to Section 9.1, Sub-sections (h) and (i) of the City's Procedural By-law 21-021, as amended, and Section 239(2), Sub-sections (h) and (i) of the Ontario Municipal Act, 2001, as amended, as the subject matter pertains to information explicitly supplied in confidence to the City or a local board by Canada, a province or territory or a Crown agency of any of them; and a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the City or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.

16. ADJOURNMENT



EMERGENCY & COMMUNITY SERVICES COMMITTEE MINUTES 22-014

1:30 p.m.

Thursday, December 1, 2022

Council Chambers

Hamilton City Hall

71 Main Street West

Present: Councillors B. Clark (Chair), M. Wilson, C. Kroetsch, N. Nann, T. Hwang, and A. Wilson

Regrets: Councillor T. Jackson– Personal

Also Present: Councillors J.P. Danko and T. McMeekin

THE FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR CONSIDERATION:

1. Appointment of the Chair and Vice-Chair for 2022-2023 (Item 1)

(i) Appointment of Chair for 2022-2023

(Nann/Hwang)

That Councillor Brad Clark be appointed Chair of the Emergency and Community Services Committee for 2022-2023.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 3 Councillor Nrinder Nann
YES - Ward 4 Councillor Tammy Hwang
ABSENT - Ward 6 Councillor Tom Jackson
YES - Ward 9 Councillor Brad Clark
YES – Ward 13 Councillor Alex Wilson

(ii) Appointment of Vice-Chair for 2022-2023

(Kroetsch/A. Wilson)

That Councillor Tammy Hwang be appointed Vice-Chair of the Emergency and Community Services Committee for 2022-2023.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
 YES - Ward 2 Councillor Cameron Kroetsch
 YES - Ward 3 Councillor Nrinder Nann
 YES - Ward 4 Councillor Tammy Hwang
 ABSENT - Ward 6 Councillor Tom Jackson
 YES - Chair - Ward 9 Councillor Brad Clark
 YES – Ward 13 Councillor Alex Wilson

2. Housing Sustainability and Investment Roadmap Update (HSC22053/FCS22087/PED22212) (City Wide) (Item 8.2)

(M. Wilson/Hwang)

That Report HSC22053/FCS22087/PED22212, respecting Housing Sustainability and Investment Roadmap Update (City Wide), be received.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
 YES - Ward 2 Councillor Cameron Kroetsch
 YES - Ward 3 Councillor Nrinder Nann
 YES - Ward 4 Councillor Tammy Hwang
 ABSENT - Ward 6 Councillor Tom Jackson
 YES - Chair - Ward 9 Councillor Brad Clark
 YES – Ward 13 Councillor Alex Wilson

3. Standardization of Resident Lifting and Hygiene Equipment (HSC22052) (Wards 7 and 13) (Item 9.1)

(M. Wilson/Nann)

- (a) That Council approve the standardization of ARJO® resident lifting and hygiene equipment and ARJO accessories and supplies required for the use of the resident lifting and hygiene equipment manufactured by Arjo Canada Incorporated, pursuant to Procurement Policy #14 - Standardization, at Macassa and Wentworth Lodges until January 30, 2028.
- (b) That Council approve the standardization of Arjo Canada Incorporated to perform the agreement work of annual maintenance on ARJO® equipment at Macassa and Wentworth Lodges until January 30, 2028.
- (c) That the General Manager, Healthy and Safe Communities Department be authorized to negotiate, enter into and execute any required Contract and any ancillary documents required to give effect thereto with Arjo Canada Incorporated, in a form satisfactory to the City Solicitor.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
 YES - Ward 2 Councillor Cameron Kroetsch
 YES - Ward 3 Councillor Nrinder Nann
 YES - Ward 4 Councillor Tammy Hwang
 ABSENT - Ward 6 Councillor Tom Jackson
 YES - Chair - Ward 9 Councillor Brad Clark
 YES – Ward 13 Councillor Alex Wilson

4. 2022 Ministry of Health Ambulance Service Review (HSC22055) (City Wide) (Item 9.2)

(Kroetsch/Hwang)

That Report HSC22055, respecting 2022 Ministry of Health Ambulance Service Review (City Wide), be received.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
 YES - Ward 2 Councillor Cameron Kroetsch
 YES - Ward 3 Councillor Nrinder Nann
 YES - Ward 4 Councillor Tammy Hwang
 ABSENT - Ward 6 Councillor Tom Jackson
 YES - Chair - Ward 9 Councillor Brad Clark
 YES – Ward 13 Councillor Alex Wilson

5. Seniors Advisory Committee - Citizen Committee Report - Seniors Advisory Committee Roles and Responsibilities of New Members (Item 11.1)

(Hwang/A. Wilson)

That the Seniors Advisory Committee Roles and Responsibilities of New Members, attached as Appendix “A”, be approved for new Seniors Advisory Committee members selected for the 2022-2026 term of City Council.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
 YES - Ward 2 Councillor Cameron Kroetsch
 YES - Ward 3 Councillor Nrinder Nann
 YES - Ward 4 Councillor Tammy Hwang
 ABSENT - Ward 6 Councillor Tom Jackson
 YES - Chair - Ward 9 Councillor Brad Clark
 YES – Ward 13 Councillor Alex Wilson

6. 2023 Budget Submission - Seniors Advisory Committee (HSC22054) (City Wide) (Item 11.2)

(Nann/A. Wilson)

That the Seniors Advisory Committee 2023 base budget submission attached as Appendix "A" to Report HSC22054 in the amount of \$3000 be approved and referred to the 2023 budget process for consideration.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
 YES - Ward 2 Councillor Cameron Kroetsch
 YES - Ward 3 Councillor Nrinder Nann
 YES - Ward 4 Councillor Tammy Hwang
 ABSENT - Ward 6 Councillor Tom Jackson
 YES - Chair - Ward 9 Councillor Brad Clark
 YES – Ward 13 Councillor Alex Wilson

7. Hamilton Veterans Committee 2023 Budget Submission (PED22210) (City Wide) (Item 11.5)

(A. Wilson/Hwang)

- (a) That the Hamilton Veterans Committee 2023 base budget of \$43,000 be approved, attached as Appendix "A" to Report PED22210, and referred to the 2023 budget process for consideration.
- (b) That a one-time budget allocation for 2023 of \$12,000, funded by the Hamilton Veterans Committee Reserve, be approved and referred to the 2023 budget process for consideration.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
 YES - Ward 2 Councillor Cameron Kroetsch
 YES - Ward 3 Councillor Nrinder Nann
 YES - Ward 4 Councillor Tammy Hwang
 ABSENT - Ward 6 Councillor Tom Jackson
 YES - Chair - Ward 9 Councillor Brad Clark
 YES – Ward 13 Councillor Alex Wilson

8. Cold Alert Response (Added Item 12.1)

(Hwang/Clark)

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WHEREAS, prior to the COVID-19 pandemic, the Winter Cold Alert Response was reliant upon existing capacity within emergency shelters, drop-ins, and other programs serving vulnerable persons;

WHEREAS, during the COVID-19 pandemic, due to social distancing and other factors, capacity within these programs was limited;

WHEREAS, Provincial COVID-19 pandemic funding was available during the 2021/2022 winter season to fund activation of new overnight drop-in spaces to support individuals during a Cold Alert;

WHEREAS, for the 2022/2023 winter season, capacity pressures within existing services remain;

WHEREAS, Provincial COVID-19 funding ends December 31, 2022 and will not continue into 2023;

WHEREAS, Cold Alert response was not included within 2023 Housing Services Division budget;

WHEREAS, lack of additional overnight Cold Alert response could have negative impact on vulnerable persons;

THEREFORE, BE IT RESOLVED:

- (a) That up to a maximum of \$125,000 for the Cold Alert response between December 2022 to March 2023, be funded from any available 2022 Housing Services Division or Healthy & Safe Communities Departmental Surplus or through the Tax Stabilization Reserve #110046 should a surplus not be realized;
- (b) That Staff report back to the Emergency and Community Services Committee to in Q2 2023 summarizing whom these funds were allocated and how they were spent in order to address the needs of the community;
- (c) That the General Manager of the Healthy and Safe Communities Department or their designate be directed and authorized, on behalf of the City of Hamilton, to enter into, execute and administer all agreements and documents necessary to implement the Cold Alert Response outlined above on terms and conditions satisfactory to the General Manager of the Healthy and Safe Communities Department or their designate and in a form satisfactory to the City Solicitor; and
- (d) That consideration of a contribution up to a maximum of \$125,000 annually to support a Cold Alert Response, be referred to the 2023 Council Operating budget deliberations to be funded from the Operating Levy.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

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YES - Ward 1 Councillor Maureen Wilson
 YES - Ward 2 Councillor Cameron Kroetsch
 YES - Ward 3 Councillor Nrinder Nann
 YES - Ward 4 Councillor Tammy Hwang
 ABSENT - Ward 6 Councillor Tom Jackson
 YES - Chair - Ward 9 Councillor Brad Clark
 YES – Ward 13 Councillor Alex Wilson

9. Funding for YWCA Hamilton (Added Item 14.1)

(Kroetsch/Nann)

That the funding requests by Medora Uppal, YWCA Hamilton respecting housing and homelessness for women and gender diverse people, of a \$3.15 million capital contribution and \$800,000 toward demolition and abatement, be referred to consideration of the 2023 budget process in consultation with the YWCA.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
 YES - Ward 2 Councillor Cameron Kroetsch
 YES - Ward 3 Councillor Nrinder Nann
 YES - Ward 4 Councillor Tammy Hwang
 ABSENT - Ward 6 Councillor Tom Jackson
 YES - Chair - Ward 9 Councillor Brad Clark
 YES – Ward 13 Councillor Alex Wilson

FOR INFORMATION:

(a) APPROVAL OF AGENDA (Item 2)

The Committee Clerk advised the following changes to the agenda:

6. DELEGATION REQUESTS

- 6.1 Medora Uppal (OO-pal), YWCA Hamilton, respecting housing and homelessness for women and gender diverse people (~~*for a future meeting for today's meeting*~~).
- 6.2 Request for capital as well as operational funding spread over 3 years for Tiny Homes Project, a program to provide tiny, warm cabins for those experiencing homelessness in our city (for today's meeting)
- 6.2 (a) Julia Kollek, Hamilton Alliance for Tiny Shelters –
WITHDRAWN; Julia Kollek will delegate with Daniel Bednis (6.2(c))
- 6.2 (e) Brenda Duke, Gibson and Landsdale Area (GALA)
 Community Planning Team

- 6.2 (f) Scott Gervais
- 6.2 (g) Madeleine "Mandi" Ann Lowthian Smith, We Are Ward Three Too!
- 6.2 (h) Michael Pasquali
- 6.2 (i) Marianne McNanny
- 6.2 (j) Amber Ross
- 6.2 (k) Tanya Clemente

6.3 Jean L. Fair, putting so many social services in Ward 3 when the problems are spread throughout the city to varying degrees (for today's meeting)

8. PRESENTATIONS / STAFF PRESENTATIONS

- 8.2 Housing Sustainability and Investment Roadmap Update (HSC22053/FCS22087/PED22212) (City Wide)
- 8.3 Hamilton Veterans Committee - 2022 Annual Report – **DEFERRED**

11. DISCUSSION ITEMS

- 11.3 2023 Budget Submission – Housing and Homelessness Advisory Committee (HSC22056) (City Wide) - **WITHDRAWN**
- 11.4 Hamilton Alliance for Tiny Shelters Proposal (HSC22015(a)) (City Wide)
- 11.5 Hamilton Veterans Committee 2023 Budget Submission (PED22210) (City Wide)

(Nann/M. Wilson)

That the agenda for the December 1, 2022 Emergency and Community Services Committee meeting be approved, as amended.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

- YES - Ward 1 Councillor Maureen Wilson
- YES - Ward 2 Councillor Cameron Kroetsch
- YES - Ward 3 Councillor Nrinder Nann
- YES - Ward 4 Councillor Tammy Hwang
- ABSENT - Ward 6 Councillor Tom Jackson
- YES - Chair - Ward 9 Councillor Brad Clark

YES – Ward 13 Councillor Alex Wilson

(b) DECLARATIONS OF INTEREST (Item 3)

Councillor M. Wilson declared a non-disqualifying interest, respecting Added Item 7.1, respecting Medora Uppal, YWCA Hamilton, respecting housing and homelessness for women and gender diverse people, as the Hamilton Community Foundation, of which her partner is President and CEO, was mentioned in the delegation.

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

(Nann/Hwang)

That the Minutes of the September 22, 2022 meeting of the Emergency and Community Services Committee, be approved, as presented.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
 YES - Ward 2 Councillor Cameron Kroetsch
 YES - Ward 3 Councillor Nrinder Nann
 YES - Ward 4 Councillor Tammy Hwang
 ABSENT - Ward 6 Councillor Tom Jackson
 YES - Chair - Ward 9 Councillor Brad Clark
 YES – Ward 13 Councillor Alex Wilson

(d) DELEGATION REQUESTS (Item 6)

(Kroetsch/Nann)

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

- (a) Medora Uppal, YWCA Hamilton, respecting housing and homelessness for women and gender diverse people (Item 6.1)
- (b) Request for capital as well as operational funding spread over 3-years for Tiny Homes Project, a program to provide tiny, warm cabins for those experiencing homelessness in our city (Item 6.2)
 - 1. Heather McLean, Hamilton Jewish Family Services (Item 6.2(b))
 - 2. Daniel A. Bednis and Julia Kollek, Hamilton Alliance for Tiny Shelters (Item 6.2(c))
 - 3. Don Seymour, Wesley (Item 6.2(d))
 - 4. Brenda Duke, Gibson and Landsdale Area (GALA) Community Planning Team (Added Item 6.2(e))
 - 5. Scott Gervais (Added Item 6.2(f))

6. Madeleine "Mandi" Ann Lowthian Smith, We Are Ward Three Too! (Added Item 6.2(g))
 7. Michael Pasquali (Added Item 6.2(h))
 8. Marianne McNanny (Added Item 6.2(i))
 9. Amber Ross (Added Item 6.2(j))
 10. Tanya Clemente (Added Item 6.2(k))
- (c) Jean L. Fair, putting so many social services in Ward 3 when the problems are spread throughout the city to varying degrees (Added Item 6.3)

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
 YES - Ward 2 Councillor Cameron Kroetsch
 YES - Ward 3 Councillor Nrinder Nann
 YES - Ward 4 Councillor Tammy Hwang
 ABSENT - Ward 6 Councillor Tom Jackson
 YES - Chair - Ward 9 Councillor Brad Clark
 YES – Ward 13 Councillor Alex Wilson

(e) DELEGATIONS (Item 7)

- (i) Medora Uppal, YWCA Hamilton, respecting housing and homelessness for women and gender diverse people (Added Item 7.1)**

Medora Uppal, YWCA Hamilton, addressed Committee respecting housing and homelessness for women and gender diverse people, with the aid of a presentation.

- (ii) Request for capital as well as operational funding spread over 3-years for Tiny Homes Project, a program to provide tiny, warm cabins for those experiencing homelessness in our city (Added Item 7.2)**

1. **Heather McLean, Hamilton Jewish Family Services (Added Item 7.2(a))**

Heather McLean, Hamilton Jewish Family Services, addressed Committee respecting support of Hamilton Alliance for Tiny Shelters.

2. Daniel A. Bednis and Julia Kollek, Hamilton Alliance for Tiny Shelters (Added Item 7.2(b))

Daniel A. Bednis and Julia Kollek, Hamilton Alliance for Tiny Shelters, addressed Committee respecting request for capital as well as operational funding spread over 3-years for Tiny Homes Project, a program to provide tiny, warm cabins for those experiencing homelessness in our city, with the aid of a presentation.

3. Don Seymour, Wesley (Added Item 7.2(c))

Don Seymour, Wesley, addressed Committee respecting support Hamilton Alliance for Tiny Shelters (HATS) request for funding.

4. Brenda Duke, Gibson and Landsdale Area (GALA) (Added Item 7.2(d))

Don Seymour, Wesley, addressed Committee respecting support Hamilton Alliance for Tiny Shelters (HATS) request for funding.

5. Scott Gervais (Added Item 7.2(e))

Scott Gervais, addressed Committee respecting the Hamilton Alliance for Tiny Shelters (HATS) application.

6. Madeleine "Mandi" Ann Lowthian Smith (Added Item 7.2(f))

Madeleine "Mandi" Ann Lowthian Smith, addressed Committee respecting the Hamilton Alliance for Tiny Shelters initiative.

7. Michael Pasquali (Added Item 7.2(g))

Michael Pasquali, addressed Committee respecting having a voice in the Hamilton Alliance for Tiny Shelters funding decisions made in his ward.

8. Marianne McNanny (Added Item 7.2(h))

Marianne McNanny, addressed Committee respecting the proposed safe and stable shelters which the Hamilton Alliance of Tiny Shelters (HATS) would like to see come to fruition at 647 Barton Street East.

9. Amber Ross (Added Item 7.2(i))

Amber Ross, addressed Committee respecting support of the Hamilton Alliance for Tiny Shelters program.

10. Tanya Clemente (Added Item 7.2(i))

Tanya Clemente, addressed Committee respecting the Hamilton Alliance for Tiny Shelters.

(iii) Jean L. Fair, putting so many social services in Ward 3 when the problems are spread throughout the city to varying degrees (Added Item 7.3)

Jean L. Fair, addressed Committee respecting putting so many social services in Ward 3 when the problems are spread throughout the city to varying degrees.

(Hwang/Nann)

That the following Delegations, be received:

- (a) Medora Uppal, YWCA Hamilton, respecting housing and homelessness for women and gender diverse people (Added Item 7.1)
- (b) Request for capital as well as operational funding spread over 3-years for Tiny Homes Project, a program to provide tiny, warm cabins for those experiencing homelessness in our city (Added Item 7.2)
 - 1. Heather McLean, Hamilton Jewish Family Services (Added Item 7.2(a))
 - 2. Daniel A. Bednis and Julia Kollek, Hamilton Alliance for Tiny Shelters (Added Item 7.2(b))
 - 3. Don Seymour, Wesley (Added Item 7.2(c))
 - 4. Brenda Duke, Gibson and Landsdale Area (GALA) Community Planning Team (Added Item 7.2(d))
 - 5. Scott Gervais (Added Item 7.2(e))
 - 6. Madeleine "Mandi" Ann Lowthian Smith, We Are Ward Three Too! (Added Item 7.2(f))
 - 7. Michael Pasquali (Added Item 7.2(g))
 - 8. Marianne McNanny (Added Item 7.2(h))

- 9. Amber Ross (Added Item 7.2(i))
 - 10. Tanya Clemente (Added Item 7.2(j))
- (c) Jean L. Fair, putting so many social services in Ward 3 when the problems are spread throughout the city to varying degrees (Added Item 7.3)

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
 YES - Ward 2 Councillor Cameron Kroetsch
 YES - Ward 3 Councillor Nrinder Nann
 YES - Ward 4 Councillor Tammy Hwang
 ABSENT - Ward 6 Councillor Tom Jackson
 YES - Chair - Ward 9 Councillor Brad Clark
 YES – Ward 13 Councillor Alex Wilson

For further disposition on (a), refer to Item 9 and for further disposition on (b), refer to Item (g)(i).

(f) PRESENTATIONS/STAFF PRESENTATIONS (Item 8)

(i) Seniors Advisory Committee – 2022 Annual Report (Item 8.1)

Penelope Petrie, Chair, Seniors Advisory Committee, addressed Committee respecting Seniors Advisory Committee 2022 Annual Report, with the aid of a presentation.

(Kroetsch/A. Wilson)

That the presentation from Penelope Petrie, Chair, Seniors Advisory Committee, respecting Seniors Advisory Committee 2022 Annual Report, be received.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
 YES - Ward 2 Councillor Cameron Kroetsch
 YES - Ward 3 Councillor Nrinder Nann
 YES - Ward 4 Councillor Tammy Hwang
 ABSENT - Ward 6 Councillor Tom Jackson
 YES - Chair - Ward 9 Councillor Brad Clark
 YES – Ward 13 Councillor Alex Wilson

(ii) Housing Sustainability and Investment Roadmap Update (HSC22053/FCS22087/PED22212) (City Wide) (Item 8.2)

James O'Brien, Manager, Housing Sustainability and Investment Roadmap, Housing Services, Lucas Holler, Political Science student, McMaster University, and Rhea Saini, Health Sciences student, McMaster University, addressed Committee respecting a Housing Sustainability and Investment Roadmap Update, with the aid of a presentation.

(Hwang/A. Wilson)

That the presentation from James O'Brien, Manager, Housing Sustainability and Investment Roadmap, Housing Services, Lucas Holler, Political Science student, McMaster University, and Rhea Saini, Health Sciences student, McMaster University, respecting a Housing Sustainability and Investment Roadmap Update, be received.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
 YES - Ward 2 Councillor Cameron Kroetsch
 YES - Ward 3 Councillor Nrinder Nann
 YES - Ward 4 Councillor Tammy Hwang
 ABSENT - Ward 6 Councillor Tom Jackson
 YES - Chair - Ward 9 Councillor Brad Clark
 YES – Ward 13 Councillor Alex Wilson

For further disposition of this matter, please see Item 2.

(g) DISCUSSION ITEMS (Item 11)

(i) Hamilton Alliance for Tiny Shelters Proposal (HSC22015(a)) (City Wide) (Item 11.4)

(a) (Hwang/Nann)

That Councillor Nann be permitted five additional minutes respecting Report HSC22015, respecting Hamilton Alliance for Tiny Shelters Proposal.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
 YES - Ward 2 Councillor Cameron Kroetsch
 YES - Ward 3 Councillor Nrinder Nann
 YES - Ward 4 Councillor Tammy Hwang
 ABSENT - Ward 6 Councillor Tom Jackson
 YES - Chair - Ward 9 Councillor Brad Clark
 YES – Ward 13 Councillor Alex Wilson

(b) (Nann/Kroetsch)

That consideration of the report be deferred until such time that staff can report back to the Emergency and Community Services Community meeting of January 19, 2023 on location options publicly, institutionally or community-owned that are not limited to radial separation as a barrier, including Sir John A MacDonald High School site, Scout House, golf courses and other City owned green spaces that are under-utilized as active parks, that aim to best meet preferences outlined by the Hamilton Alliance for Tiny Shelters.

Result: Motion CARRIED by a vote of 5 to 1, as follows:

YES - Ward 1 Councillor Maureen Wilson
 YES - Ward 2 Councillor Cameron Kroetsch
 YES - Ward 3 Councillor Nrinder Nann
 YES - Ward 4 Councillor Tammy Hwang
 ABSENT - Ward 6 Councillor Tom Jackson
 NO - Chair - Ward 9 Councillor Brad Clark
 YES – Ward 13 Councillor Alex Wilson

(h) NOTICES OF MOTION (Item 13)

(i) Cold Alert Response (Added Item 13.1)

Councillor Hwang introduced a notice of motion respecting Cold Alert Response.

(Hwang/Nann)

That the Rules of Order be waived to allow for the introduction of a motion respecting Cold Alert Response.

Result: Motion CARRIED by a 2/3 vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
 YES - Ward 2 Councillor Cameron Kroetsch
 YES - Ward 3 Councillor Nrinder Nann
 YES - Ward 4 Councillor Tammy Hwang
 ABSENT - Ward 6 Councillor Tom Jackson
 YES - Chair - Ward 9 Councillor Brad Clark
 YES – Ward 13 Councillor Alex Wilson

For further disposition of this matter, please see Item 8.

(i) ADJOURNMENT (Item 16)

(Hwang/A. Wilson)

That there being no further business, the Emergency and Community Services Committee be adjourned at 6:53 p.m.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 3 Councillor Nrinder Nann
YES - Ward 4 Councillor Tammy Hwang
ABSENT - Ward 6 Councillor Tom Jackson
YES - Chair - Ward 9 Councillor Brad Clark
YES – Ward 13 Councillor Alex Wilson

Respectfully submitted,

Councillor B. Clark
Chair, Emergency and Community Services
Committee

Tamara Bates
Legislative Coordinator
Office of the City Clerk

From: [Sarah Shallwani](#)
To: [Maychak, Lisa](#)
Cc: [penelobull](#)
Subject: Resignation from Committee
Date: Wednesday, November 30, 2022 2:10:19 PM

Dear Lisa and Penelope,

Hope this email finds you both well! I am sending you both an email to confirm my resignation from the Seniors Advisory Committee. It has been such a pleasure to serve on this committee alongside such passionate and informed members and I am grateful for everything I have learned. I will be sure to keep in touch and send photos of our little one when she arrives!

Thank you,
Sarah

Sarah Shallwani OT Reg. (Ont.) (she/her)

Occupational Therapist

Independent Contractor to CBI Health

905-560-6326 ext. 31976

Toll Free: 1-866-209-9979

Fax: 905-560-3331

“When we strive to become better than we are, everything around us becomes better, too” – Paul Coelho, [The Alchemist](#)

cbihealth.ca

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L8T 1S2



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From: Walter Furlan <furlanconservation@gmail.com>
Sent: January 6, 2023 10:58 AM
To: Bates, Tamara <Tamara.Bates@hamilton.ca>; clerk@hamilton.ca
Subject: Emergency & Community services Committee

Dear Legislative coordinators:

I am submitting the following information to be added to the agenda for the January 19 meeting of the emergency & community services committee.

Please add my name, Walter Furlan owner and resident of Furlan Conservation at 765 Barton St E. I live above my storefront. I am in opposition to funding the Hats project at 647 Barton Street east due to fire risk involved in such a small area with too many buildings on site.

Thank you.

Walter

08/12/2020, 08:10 Staff help rescue residents as fire destroys Kingston sleeping cabin | CBC News

By the time the flames were brought under control, one of the shelters that house vulnerable residents had been reduced to a blackened pile of possessions.

"They lost 100 per cent of their belongings," Wilson said on Wednesday.

But she said if it hadn't been for those on site, more than just cabins might have been lost that night.

"We had staff and some residents step up and save lives."

• **Sleeping cabins for Kingston's homeless fall short, critics say**

Wilson is the executive director of Our Livable Solutions, the non-profit that runs the 15 cabins set up to give people experiencing homelessness a place to stay.

The fire damaged two of the other small buildings, including one that had a wall burnt to the ground.

Firefighters were called to the site around 2 a.m. and arrived to find one of the cabins engulfed in flames, according to Ted Posadowski, chief fire prevention officer for Kingston Fire & Rescue.

Posadowski said there were some minor injuries, but no one was taken to hospital. Damage is estimated around \$60,000.

Fire training was a day before fire

Wilson said staff had gone through fire training Monday, so the information was fresh as they worked quickly to wake up the people inside the cabins and make sure they made it out safely.

"It could have been a lot worse," she said. "We're very lucky that nobody was hurt."

"We are thankful that there [is] staff there 24/7," Posadowski said. "They did smell smoke ..."

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These cabins were occupied only a few months before fire !



"We're working with them to replace the items that were lost."



A sleeping cabin at Portsmouth Olympic Harbour in Kingston burned to the ground in the early morning

--

Furlan Conservation

765-767 Barton Street East

Hamilton, ON L8L 3A9

905 383 3704

furlanconservation.com

--

Furlan Conservation

765-767 Barton Street East

Hamilton, ON L8L 3A9

905 383 3704

furlanconservation.com

From: clerk@hamilton.ca
To: [Kolar, Loren](#); [Vernem, Christine](#)
Subject: ECS: Delegation Request DAVY Tiny homes
Date: Wednesday, January 4, 2023 10:29:41 AM

From: City of Hamilton <hello@hamilton.ca>
Sent: January 3, 2023 4:33 PM
To: clerk@hamilton.ca
Subject: Webform submission from: Request to Speak to a Committee of Council

Submitted on Tue, 01/03/2023 - 16:33

Submitted by: Anonymous

Submitted values are:

Committee Requested

Committee
Emergency & Community Services Committee

Will you be delegating in-person or virtually?
Virtually

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

Requestor Information

Requestor Information
Denise Davy

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Preferred Pronoun
she/her

Reason(s) for delegation request
Speaking to the issue of homelessness and tiny cabin project

Will you be requesting funds from the City?
No

Will you be submitting a formal presentation?

No

The sender designated this message as non-commercial mandatory content with the following note:

[Change communication preferences](#)

71 Main Street West
Hamilton, L8P 4Y5, ON
Canada

From: clerk@hamilton.ca
To: [Kolar, Loren](#); [Vernem, Christine](#)
Subject: ECS - Delegation WILLMER re tiny homes/tent city (report on agenda)
Date: Tuesday, January 3, 2023 3:44:33 PM

FYI/Action

From: City of Hamilton <hello@hamilton.ca>
Sent: January 3, 2023 2:27 PM
To: clerk@hamilton.ca
Subject: Webform submission from: Request to Speak to a Committee of Council

Submitted on Tue, 01/03/2023 - 14:26

Submitted by: Anonymous

Submitted values are:

Committee Requested

Committee
Emergency & Community Services Committee

Will you be delegating in-person or virtually?
Virtually

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

Requestor Information

Requestor Information
Jeff Willmer
A Better Tent City Waterloo Region

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Preferred Pronoun
he/him

Reason(s) for delegation request
In support of Hamilton Alliance for Tiny Shelters, and to explain the successful tiny home community "A Better Tent City" in Kitchener.

Will you be requesting funds from the City? NO

Committee Requested

Committee

Emergency & Community Services Committee

Will you be delegating in-person or virtually?

In-person

Will you be delegating via a pre-recorded video?

No

Requestor Information

Requestor Information

Dr. Sally Palmer

Hamilton Social Work Action Committee

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Preferred Pronoun

she/her

Reason(s) for delegation request

The Hamilton Social Work Action Committee and the Campaign for Adequate Welfare & Disability Benefits

would like to have the 2022 Nutritious Food Basket (NFB) Report presented to a Board of Health (BOH) meeting as soon as possible. This annual report, prepared by Hamilton Public Health Services was regularly presented to the BOH from 2010 to 2018. Since then the Medical Officer of Health has refused our requests to put it on the Agenda. The annual NFB Reports have shown a widening gap between the amount of Ontario Works (OW) and the Ontario Disability Support Program (ODSP) and the cost of food and rent. The 2022 Report (available on the City's website) shows that the average monthly rent for a bachelor apartment in Hamilton was \$915, while OW for a single person was \$863 (including federal subsidies). Until 2019, the BOH passed a motion asking the Mayor to write to the Premier asking to have social assistance rates raised. We wish to have this continued, so we would like the NFB Report to be put back on the BOH Agenda.

Will you be requesting funds from the City?

No

Will you be submitting a formal presentation?

Yes

The sender designated this message as non-commercial mandatory content with the following note:



Hamilton

Hamilton Veterans Committee

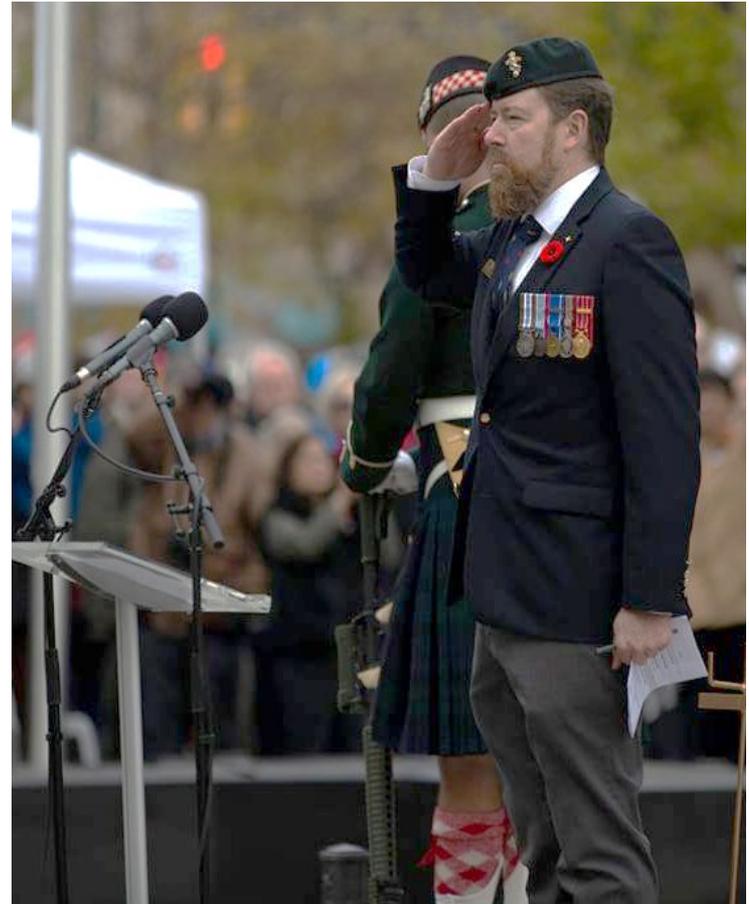


Hamilton

Hamilton Veterans Committee

Mandate

- Reporting to Council, the Hamilton Veterans Committee oversees the planning and delivery of military remembrance and commemoration activities on behalf of the City of Hamilton.
- Provide input on projects and issues that are of concern to Hamilton Veterans.
- Maximize the Engagement of Youth in Remembrance activities.





Hamilton

Hamilton Veterans Committee



Remembrance Day & Memorial Services

- Provide direction, coordination and funding for Hamilton Remembrance Day and Decoration Day Parades and Memorial Services.
- Services have become inclusive of Hamilton's changing demographics.
- Advise the City on protocol in dealing with military traditions (i.e. why we have two official downtown services).
- The HVC is the only veterans committee in Canada that advises a municipal Council.



Hamilton

Digital Community Programming



Hamilton Veterans Committee

Previous and Ongoing Projects

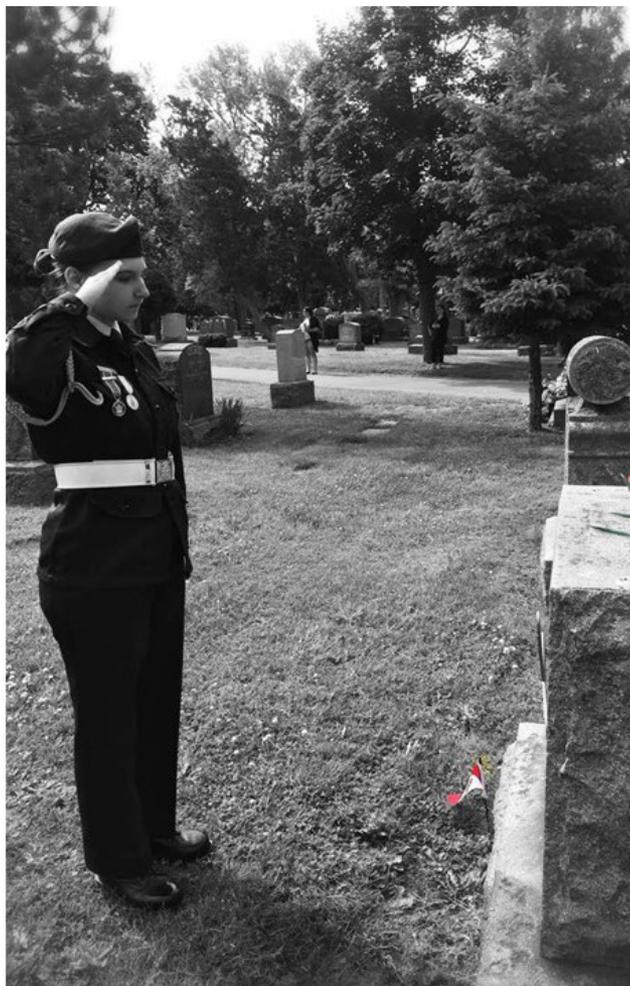
- Addition of video screens at services to make ceremonies accessible.
- Broadcast live video coverage through community television.
- Commemorated James Street North & South as “Veterans Way of Remembrance”.
- Hamilton Wreath Project
- Cadet units now lead Decoration Day services to ensure passing on of traditions to youth.





Hamilton

Hamilton Veterans Committee



Future Goals

To continue to work with Veterans organizations across the City to establish one collective voice for all Veterans at the City of Hamilton.

- Outreach through existing Veterans network
- Adding resource members to committee

To expand engagement and education of youth in our city on the sacrifices made by Veterans in order to preserve their legacy.

- Re-focusing administrative commitments
- Introducing youth engagement initiatives at the community level

To ensure Veterans young and old from every branch of service are recognized in Hamilton.



Hamilton Veterans Committee

Would Like to Thank

The Hamilton City Council.



- For the approval of the changes this committee requested to expand youth engagement as part of our mandate.
- For it's HSR waiver for buses chartered for HVC hosted events.
- For it's continuous support of Veterans related issues.



Hamilton

Hamilton Veterans Committee



Thank You



INFORMATION REPORT

TO:	Chair and Members Emergency and Community Services Committee
COMMITTEE DATE:	January 19, 2023
SUBJECT/REPORT NO:	Red Hill Family Centre Annual Licensing Inspection (HSC23001) (Ward 5)
WARD(S) AFFECTED:	Ward 5
PREPARED BY:	Rachelle Ihekwoaba (905) 546-2424 ext. 5909 Irene Heffernan (905) 546-2424 ext. 4929
SUBMITTED BY:	Jessica Chase Director, Children's and Community Services Healthy and Safe Communities Department
SIGNATURE:	

COUNCIL DIRECTION

Not Applicable

INFORMATION

The Red Hill Family Centre is the City of Hamilton's directly operated child care centre with a current operating capacity of 66 child care spaces.

In Ontario, all child care centres must be issued a licence by the Ministry of Education under the *Child Care and Early Years Act, 2014* (CCEYA). The Ministry of Education conducts a minimum of one unannounced inspection per year to determine if all licensing requirements have been met.

On September 29, 2022, the Ministry of Education conducted its annual licensing renewal inspection at the Red Hill Family Centre. During this visit, one non-compliance item was noted by the Ministry:

The licensee has not ensured that a drug or medication is administered to a child only from the original container and that the container or package is clearly labelled with the child's name, the name of the drug or medication, the dosage of

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SUBJECT: Red Hill Family Centre Annual Licensing Inspection (HSC23001) (Ward 5) - Page 2 of 2

the drug or medication, the date of purchase and expiration, if applicable, and instructions for storage and administration. Specifically, the Program Advisor observed two bottles of Aerius® which were not labelled as required.

Prior to the completion of the licensing inspection, staff labelled the medication as required and no further follow up was needed by the Ministry of Education.

The Ministry of Education Program Advisor also indicated that the Red Hill Family Centre staff's interactions with children were reflective of the program statement and provided positive learning environments. The Program Advisor also recognized the high quantity of food available for children and the well maintained, clean indoor and outdoor environments at the centre.

Red Hill Family Centre staff remain committed and vigilant in ensuring that the centre continues to meet all licensing requirements.

APPENDICES AND SCHEDULES ATTACHED

Not Applicable



INFORMATION REPORT

TO:	Chair and Members Emergency and Community Services Committee
COMMITTEE DATE:	January 19, 2023
SUBJECT/REPORT NO:	<i>Fixing Long-Term Care Act, 2021 (FLTCA) and Ontario Regulation 246/22 (HSC23008) (Wards 7 and 13)</i>
WARD(S) AFFECTED:	Wards 7 and 13
PREPARED BY:	Holly Odoardi (905) 546-2424 Ext. 1906
SUBMITTED BY:	Angela Burden General Manager Healthy and Safe Communities Department
SIGNATURE:	

COUNCIL DIRECTION

Not applicable

INFORMATION

Since 2019 there has been much focus and attention on Long-Term Care with significant efforts on public reports that focused both on the quality and safety of services provided to residents and supports for staff in the Long-Term Care sector across Ontario. The legislation, Fixing Long Term Care Act (FLTCA) 2021 and Ontario Regulation 246/22 have come into effect as a result, and have implications for the City of Hamilton as the operator of our two municipally-owned long term care homes, Macassa Lodge and Wentworth Lodge. Highlights of both are outlined in this report.

The FLTCA 2021 and Ontario Regulation 246/22 is the foundation for long-term care residents to receive better care, quality of care and enjoy a better quality of life by supporting the three pillars of the ministry's plan to fix Long-Term Care:

- Staffing and care;
- Accountability, transparency, enforcement & penalties;
- Building modern, safe & comfortable homes for seniors

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SUBJECT: *Fixing Long-Term Care Act, 2021 (FLTCA) and Ontario Regulation 246/22 (HSC23008) (Wards 7 and 13) - Page 2 of 7*

Public reports that were used to inform the FLTCA 2021 and Ontario Regulations 246/22 include: Ontario's Long-Term Care COVID-19 Commission; Auditor General of Ontario's COVID-19 Preparedness and Management: Special Report of Pandemic Readiness and Response in Long-Term Care; Auditor General of Ontario's 2019 Annual Report: Food and Nutrition in Long-Term Care Homes; Public Inquiry into the Safety and Security of Residents in Long-Term Care Homes System (Gillese Inquiry) and Auditor General of Ontario's 2015 Annual Report: Long-Term Care Home Quality Inspection Program.

Ontario's Bill 37, *Providing More Care, Protecting our Seniors, and Building More Beds Act, 2021*, repealed the *Long-Term Care Homes Act, 2007* and replaced it with the *Fixing Long-Term Care Act (FLTCA), 2021*, which received Royal Assent on December 9, 2021 and came into effect on April 11, 2022. The Ministry of Long-Term Care has taken a phased approach to regulation development and implementation. Phase 1 regulations came into force on April 11, 2022 and Phase 2 regulations were anticipated to be released in the fall of 2022 but have not yet been released.

Financial Impacts and Considerations

The Ministry of Long-Term Care and Ontario Health West are the primary funding sources for Long-Term Care which is approximately 49% of the 2022 budget. The other funding sources for Macassa Lodge and Wentworth Lodge are the net levy at 26% and user fees of 25%, which includes accommodation revenue. Long-term care's portion of the overall Healthy and Safe Communities 2022 budget levy is 4%.

The new FLTCA 2021 and Ontario Regulation 246/22 includes a number of changes that will have financial implications for Long-Term Care Homes:

1. The FLTCA 2021 encompasses the provincial-level staffing plan with direct care targets embedded in its legislation. This legislation and regulations stipulate the requirement for minimum staffing levels for resident care and allied health services, which is an increase in previous staffing levels. The Long-Term Care Staffing Increase Funding Policy issued by the Ministry of Long-Term Care, specifies the terms of the funding commitments and covers the cost of the mandatory staffing increases.
2. The FLTCA 2021 and Ontario Regulation 246/22 mandates each long term care designate a number of new lead roles (Quality Lead and Infection Control Lead), and specifies workload and/or minimum number of hours per week that the designated lead must focus on specific activities. However there are no funding announcements or new funding sources to support these mandatory roles which has resulted in budget pressures for City of Hamilton's long term care division.

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SUBJECT: *Fixing Long-Term Care Act, 2021 (FLTCA) and Ontario Regulation 246/22 (HSC23008) (Wards 7 and 13) - Page 3 of 7*

3. The FLTCA 2021 includes a number of Administrative Monetary Penalties for unmet legislative and regulatory obligations which were part of previous legislation and regulations but not enacted.

Highlights of the FLTCA

Hours of Direct Care - Staffing

Prior to the new FLTCA 2021, the baseline of the average hours of direct care was approximately 2 hours and 45 minutes per resident per day. The FLTCA 2021 established a Provincial target of 4 hours of direct care, per resident per day, to be provided by registered nurses, registered practical nurses, and personal support workers by March 31, 2025 and also established a Provincial target of 36 minutes per resident, per day for the direct care provided by allied health care professionals,

In October 2021, the MLTC released “Ontario’s Long-Term Care Staffing Plan (2021-2025). This plan focused on financial investments to increase direct care time for residents with both nursing hours and allied health professionals’ hours as well as the launch of the Supporting Professional Growth Fund. This staffing plan aligns with the new legislation and regulations which set out to address the chronic staffing shortages in the LTC sector and the government’s plan to fix long-term care.

Emergency Planning

In response to the pandemic over the past two plus years, the FLTCA 2021 and Ontario Regulation 246/22 includes requirements to strengthen emergency and evacuation plans. All LTC Homes must ensure that all staff, students and volunteers are trained on the emergency plans during orientation and annually thereafter.

Some of the new expectations include: an expanded list of 13 emergencies that require a plan; to participate in enhanced consultation requirements including new requirements to consult with health service providers, Residents’ Councils, and Family Councils.

There are additional requirements related to outbreaks of communicable diseases, outbreaks of public health significance, epidemics and pandemics which include:

- Identifying an area of the home to be used for isolating residents as required;
- A process to cohort staff and residents;
- A process to manage symptomatic residents and staff;
- A process for an Outbreak Management Team and identifying members of the Team and their roles and responsibilities.

Emergency plans related to the loss of essential services, fires, situations involving a missing resident, medical emergencies, violent outbursts, gas leaks, natural disasters,

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SUBJECT: *Fixing Long-Term Care Act, 2021 (FLTCA) and Ontario Regulation 246/22 (HSC23008) (Wards 7 and 13) - Page 4 of 7*

extreme weather events, boil water advisories, infectious diseases, including outbreaks, epidemics and pandemics, and floods must be tested annually. All other emergency plans must be tested once every three years and are required to keep a written record of the tests and include any resulting changes for quality or process improvement. All of the plans require consultation, attestation and public posting.

Palliative Care

The palliative care requirements with the FLTCA 2021 and Ontario Regulations 246/22 reflect a shift in practice towards a broader, more holistic approach to palliative care that includes an early palliative care and end-of-life care plan. The palliative care requirements align with the Ontario Provincial Framework for Palliative Care, which sets out a vision for palliative care in Ontario. The Residents Bill of Rights under The FLTCA has added a new right that includes for every resident to be provided with care and services based on a palliative care philosophy.

The new Act requires a resident's plan of care to cover all aspects of care, including palliative care and requires that the residents are provided with care or services that integrate a palliative care philosophy. The regulation sets out that new palliative care requirements and requires all LTC Homes to ensure: the interdisciplinary assessment of a resident's palliative care needs for their plan of care; explanation of the palliative care options; palliative care options must be available and consent for any action is received.

Quality

As part of the MLTC's plan to fix long-term care, the FLTCA 2021 and Ontario 246/22 Regulations place greater emphasis on resident quality of care, quality of life, and continuous improvement. All LTC Homes are required: to establish an interdisciplinary quality improvement committee; ensure the home's continuous quality improvement initiative is co-ordinated by a designated lead; prepare annual quality reports to provide updates on the continuous quality improvements and publicly post these annual reports. The quality improvement committees are to include at a minimum: Administrator, Director of Nursing, Medical Director, Designated Lead, Registered Dietitian, and a representative from Pharmacy, Nursing, Personal Support Worker, Resident Council and Family Council. The new FLTCA 2021 requires all LTC Homes to ensure that at least once every year a survey is taken of residents, their families and caregivers to provide feedback on their experience with the home and the care, services, programs and goods provided at the home.

New Compliance and Enforcement Tools

The FLTCA 2021 includes new and strengthened compliance and enforcement tools that will hold long-term care Homes to account, improve enforcement and compliance,

SUBJECT: *Fixing Long-Term Care Act, 2021 (FLTCA) and Ontario Regulation 246/22 (HSC23008) (Wards 7 and 13) - Page 5 of 7*

and ensure residents are safe and well cared for. Administrative Monetary Penalties (AMP's) are a type of enforcement tool intended to encourage compliance and increase accountability for repeated non-compliance with the new FLTCA. With these AMP's now in place, the belief is that deterring non-compliance will lead to improved quality of life for residents. AMP's are to be paid either through non-government funding or the Other Accommodations envelope. AMP's will be included in the inspection reports completed by the MLTC inspectors which are publicly available.

There are three AMP amounts:

1. \$110,000 for specified instances of critical-risk non-compliance
2. \$5,500 for high-risk instances of non-compliance
3. \$1,100 for all other instances of non-compliance

These amounts would multiply if the Long-Term Care Home does not comply with the same section of the legislation that resulted in the initial AMP within a three-year period.

With the new FLTCA 2021 there has been increased fines for Offences. Maximum fines upon conviction have doubled since the previous legislation. If convicted an individual could face a fine to \$200,000 for the first offence and up to \$400,000 for a subsequent offence. If convicted a corporation could face a fine up to \$500,000 for a first offence and up to \$1,000,000 for a subsequent offence. The Ministry of Long-Term Care is expanding its capacity to investigate and lay charges under the FLTCA 2021.

Complaints

All LTC Homes are required to post their Complaints Policy in area of the Home that is easily accessible for all, as well, to post the the Ministry of Long-Term Care's toll-free number for making complaints if individuals choose to call. The Complaints Policy is to be reviewed and shared at the time of new resident admissions. The FLTCA and Ontario Regulation 246/22 have updated the requirements with respect to complaints to include: the licensee must forward all complaints that allege harm or risk of harm to one or more residents, including but not limited to physical harm, immediately to the Director; and to provide contact information for Ministry's Long-Term Care Family Support and Action Line and for the Patient Ombudsman to the complainant in regards to a complaint.

Infection Prevention and Control

The new Infection Prevention and Control (IPAC) Standard, mandates certain requirements that licensees must follow in respect to IPAC programs in Long-Term Care Homes across the province. The FLTCA 2021 is grounded in current evidence and best practice and builds on the previous requirements in the *Long-Term Care Homes Act, 2007*, related to IPAC, and also added new requirements, including:

SUBJECT: *Fixing Long-Term Care Act, 2021 (FLTCA) and Ontario Regulation 246/22 (HSC23008) (Wards 7 and 13) - Page 6 of 7*

- Additional training and education for designated IPAC leads;
- Certification for designated IPAC leads three years after the regulation comes into force;
- Minimum hours required of work per week on site for designated IPAC leads;
- A new requirement for a quality management program for IPAC;
- Additional personnel and resource assignments as may be required for the IPAC program;
- A requirement that the IPAC program is implemented in a manner consistent with the precautionary principle as set out in the standards and protocols issued by the Director under subsection 102(2) of the Regulation and the most current medical evidence, and
- The requirement that the licensee shall implement any standard or protocol issued by the Director with respect to infection prevention and control, which would include the Standard. The Standard will be updated and amended regularly as new evidence or best practices emerge by the MLTC Director.

Screening Measures

The FLTCA 2021 and Ontario Regulation 246/22 introduces enhanced screening requirements for staff, volunteers, and members of the licensee's board of directors, its board of management or committee of management or other governing structure and within City Council (for municipally operated LTC homes).

The FLTCA 2021 and Ontario Regulation 246/22 prohibits the hiring of staff, accepting volunteers, and in a municipally operated Home, the Councillors, if they have been convicted of prescribed offenses or found guilty of an act of professional misconduct. An employee, volunteer or Councillor who becomes aware of any charge, order, conviction commencement of a proceeding or a finding of guilt related shall promptly complete an Offence Declaration Form as stipulated in the FLTCA 2021 and Ontario Regulation 246/22.

The previous *Long-Term Care Homes Act 2007* had the requirement for all staff and volunteers to have police checks. With the new FLTCA, for municipal Homes, this requirement extends to Councillors who will become a member of the governing structure as a result of their election under the *Municipal Elections Act, 1996*. According to the FLTCA, that person must provide a police record check as required that was conducted no earlier than six months prior to the date their term of office begins and must be a criminal record check.

The leadership teams at Macassa and Wentworth Lodges have been working diligently to update policies and procedures, provide updated education to front line team members, and engage staff, Resident Councils and Family Councils on the FLTCA and Ontario Regulation 246/22.

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SUBJECT: *Fixing Long-Term Care Act, 2021 (FLTCA) and Ontario Regulation 246/22 (HSC23008) (Wards 7 and 13) - Page 7 of 7*

Staff will continue to bring forward reports to Emergency and Community Services Committee to provide updates and/or requests to meet the mandatory requirements of the FLTCA 2021 and Ontario Regulation 246/22.

APPENDICES AND SCHEDULES ATTACHED

None



CITY OF HAMILTON
CITY MANAGER'S OFFICE
Government Relations and Community Engagement Division

TO:	Chair and Members Emergency and Community Services Committee
COMMITTEE DATE:	January 19, 2023
SUBJECT/REPORT NO:	2023 Budget Submission LGBTQ Volunteer Advisory Committee (CM23001) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Jocelyn Strutt Senior Project Manager, Public Engagement (905) 546-2424 Ext. 5702
SUBMITTED BY:	Morgan Stahl Director, Government Relations & Community Engagement City Manager's Office
SIGNATURE:	

RECOMMENDATION

- (a) That the LGBTQ Advisory Committee 2023 base budget submission attached as Appendix "A" to Report CM23001 in the amount of \$4,050.00, be approved and referred to the 2023 budget process for consideration.
- (b) That, in addition to the base funding, a one-time budget allocation for 2023 of \$2,000, for training around anti-racism, anti-oppression, and other topics related to the committee's mandate, to be partially funded by the LGBTQ Advisory Committee reserve (\$1,300), be approved and referred to the 2023 budget process for consideration.

EXECUTIVE SUMMARY

In accordance with the process for submission of budgets for the Volunteer Advisory Committees, the LGBTQ Volunteer Advisory Committee Budget for 2023 in the total amount of \$5,350.00 be submitted with the recommendation that it be approved.

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SUBJECT: - Page 2 of 3

The base budget request is increased \$10.80 from the 2022 approved budget (\$4,039.20). That an additional \$1,300 be approved as requested from the Advisory Committee Reserve.

Alternatives for Consideration – See Page 3**FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

Financial: The base budget requested for 2022 for the LGBTQ Volunteer Advisory Committee is a \$10.80 increase from the budget requested and approved for 2022.

Staffing: Not Applicable

Legal: Not Applicable

HISTORICAL BACKGROUND

At their November 2022 meeting, the LGBTQ Volunteer Advisory Committee gave consideration to their budget needs for 2023. Their base budget submission is attached as Appendix “A” to Report CM23001.

The budget includes both incidental costs to support the LGBTQ Volunteer Advisory Committee, as well as additional costs for specific events, programs and initiatives. Appendix “A” to Report CM23001 provides the detailed budget expenses for 2023.

Committee Name	2022 Approved	2023 Base Request	Request from Reserve	Total 2023 Request
LGBTQ Volunteer Advisory Committee (Appendix A to Report CM23001)	\$4,039.20	\$4,050.00	\$1,300	\$5,350.00

In accordance with the Volunteer Committee Budget process, the budget is recommended for approval.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The Volunteer Advisory Committees are able to put surplus funds from each year into a reserve for future purposes. The Committee may request to use those funds in future years for specific activities. This provides the Committee with an opportunity to plan ahead for specific projects, training or initiatives in future years, while minimizing increases to their annual base budget.

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SUBJECT: - Page 3 of 3

The LGBTQ Volunteer Advisory Committee has not yet determined all of their activities for 2023. Should additional funding for the activities of the LGBTQ Volunteer Advisory Committee be required in 2023, and be available in the Volunteer Advisory Committee Reserves, requests for reserve funding will be made at the appropriate time to the Emergency and Community Services Committee.

RELEVANT CONSULTATION

The LGBTQ Volunteer Advisory Committee discussed their 2023 budget needs at their November 22, 2022 Committee meeting.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

The recommendation will provide funding for the on-going operations of the LGBTQ Volunteer Advisory Committee and enable them to continue to fulfil their mandate and Terms of Reference.

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.

Healthy and Safe Communities

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

Culture and Diversity

Hamilton is a thriving, vibrant place for arts, culture, and heritage where diversity and inclusivity are embraced and celebrated.

Our People and Performance

Hamiltonians have a high level of trust and confidence in their City government.

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report CM23001 – 2023 LGBTQ Volunteer Advisory Committee Budget Submission.

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CITY OF HAMILTON

2023

ADVISORY COMMITTEES

BUDGET SUBMISSION FORM

**LESBIAN, GAY, BISEXUAL, TRANSGENDER, AND QUEER (LGBTQ)
ADVISORY COMMITTEE**

PART A: General Information

ADVISORY COMMITTEE MEMBERS:

Rebecca Banky	Jake Maurice
Gregory Cousins	Violetta Nikolskaya
James Diemert	Ashley Paton
William Fujarczuk	Kieran Thiara
Autumn Getty	Terri Wallis
Lisa-Marie Johnston	Kyle Weltz
Shaiden Keaney	Councillor Maureen Wilson
Keston Roberts	

MANDATE:

The LGBTQ Advisory Committee for the City of Hamilton exists to eliminate barriers experienced by LGBTQ communities by giving voice to the perspectives of LGBTQ individuals and evaluating the City on its related efforts. The Committee does this by making recommendations to Council and staff in order that the City of Hamilton will excel in providing services to and interfacing with members of the LGBTQ communities.

The Committee is empowered by City Council and is responsible to City Council for its services; it reports to City Council on issues and concerns pertaining to the LGBTQ communities through the Emergency & Community Services Committee.

PART B: Strategic Planning

STRATEGIC OBJECTIVES:

- To provide opportunities for members of Hamilton’s diverse LGBTQ communities to share stories, impart information, raise concerns and recommend changes as they relate to the way the City develops by-laws, policies, programs and services that impact LGBTQ communities, through the appropriate Standing Committee of Council.

- To provide advice and recommendations to City council and staff with respect to the implementation of by-laws, policies, programs and services that impact LGBTQ communities.

- To educate and increase the awareness and understanding of City Council and staff on issues that impact LGBTQ communities.

- To facilitate access to accurate information about LGBTQ communities, including an up-to-date list of LGBTQ positive spaces, programs, resources and organizations.

- To acknowledge and respect the diversity of Hamilton’s LGBTQ communities, including those voices not represented at the Committee table, with respect to gender identity, sexual orientation, age, ability, ethno-cultural background and socio-economic status.

- To review the progress and measure of success of the Committee and its activities on a regular basis.

ALIGNMENT WITH CORPORATE GOALS:

Please check off which Council approved Strategic Commitments your Advisory Committee supports			
1) Community Engagement & Participation	Y	2) Economic Prosperity & Growth	
3) Healthy & Safe Communities	Y	4) Clean & Green	
5) Built Environment & Infrastructure		6) Culture & Diversity	Y
7) Our People & Performance	Y		

PART C: Budget Request

INCIDENTAL COSTS:

Monthly meeting expenses (photocopying, refreshments, advertising, postage, etc.)	
SUB TOTAL	\$750.00

SPECIAL EVENT/PROJECT COSTS:

<ul style="list-style-type: none"> • Partnership in the development and sharing of community resources and information • Social marketing regarding positive spaces, including materials, focus groups, awareness, etc. • Partner with community groups for awareness campaigns at significant events in Two Spirit and LGBTQIA+ communities • Subsidizing membership participation in workshops / conferences relevant to committee objectives • Partner with organizations providing support to members of Two Spirit and LGBTQIA+ communities during the COVID-19 pandemic • Additional Special Event/Project Cost of \$2,000.00 (to come from the Committee’s reserve) for Committee training around anti-racism, anti-oppression, and other topics related to the Committee’s mandate 	
SUB TOTAL	\$3,300.00

TOTAL COSTS	\$4,050.00
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$1,300.00
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TOTAL 2023 BUDGET REQUEST (net of reserve funding)	\$4,050.00
PREVIOUS YEAR (2022) APPROVED BUDGET (2022 Request \$4,039.20)	\$4,039.20

CERTIFICATION:

Please note that this document is a request for a Budget from the City of Hamilton Operating budget. The submission of this document does not guarantee the requested budget amount. Please have a representative sign and date the document below.

Representative's Name: **Rebecca Banky**

Signature: *Rebecca Banky*

Date: **November 25th 2022**

Telephone #: 289-925-2353



CITY OF HAMILTON
HEALTHY AND SAFE COMMUNITIES DEPARTMENT
Hamilton Paramedic Service

TO:	Chair and Members Emergency and Community Services Committee
COMMITTEE DATE:	January 19, 2023
SUBJECT/REPORT NO:	Standardization of Paramedic Emergency Service Vehicles (HSC23002) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Cliff Eggleton (905) 546-2424 Ext. 7743
SUBMITTED BY:	Michael Sanderson Chief, Hamilton Paramedic Service Healthy and Safe Communities Department
SIGNATURE:	

RECOMMENDATION(S)

- (a) That Demers Braun Crestline Ambulance Manufacturer Inc. (Demers) ambulance vehicles certified for use in the Province of Ontario be designated a standardized Good for Hamilton Paramedic Service pursuant to City Procurement Policy, Section 4.14, Policy # 14 Standardization, with this designation to be reviewed no later than December 31, 2030;
- (b) That ambulance vehicle original equipment ambulance parts be obtained on a single source basis from Demers Braun Crestline Ambulance Manufacturer Inc or its authorized agents pursuant to City Procurement Policy 11 through to December 31, 2030;
- (c) That the Chief, Hamilton Paramedic Service, or designate, be authorized and directed to enter into and sign, on behalf of the City of Hamilton, any negotiated agreements and necessary associated documents with the Demers Braun Crestline Ambulance Manufacturer Inc., or its authorized agents with content acceptable to the City Solicitor for the purchase of ambulance vehicles and related original equipment and ambulance parts, subject to Procurement Policy, Section 4.2, Policy # 2 Approval Authority;

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**SUBJECT: Standardization of Paramedic Emergency Service Vehicles
(HSC23002) (City Wide) - Page 2 of 6**

- (d) That the Chevrolet Tahoe Special Service Vehicle (SSV) and Ford Interceptor Special Service Vehicle (SSV) be designated a Standardized Good for Hamilton Paramedic Service pursuant to City Procurement Policy, Section 4.14, Policy # 14 Standardization, with this designation to be reviewed in 2030;
- (e) That all Hamilton Paramedic Service Emergency Vehicles Specializations, upfitting, associated specialized vehicle equipment repairs and parts be obtained on a single source basis from Rowland Emergency and Specialty Vehicles Inc. pursuant to City Procurement Policy # 11 through to December 31, 2030;
- (f) That the Hamilton Paramedic Service be authorized to utilize the Province of Ontario's enterprise-wide Vendor of Record (VOR) arrangements and volume licensing agreements available for vehicle purchasing along with accessing the Ontario Police Cooperative Purchasing Group negotiated pricing for Special Service Vehicles pursuant to City Procurement Policy # 12;
- (g) That the Chief, Hamilton Paramedic Service, or designate, be authorized and directed to enter into and sign, on behalf of the City of Hamilton, any negotiated agreements and necessary associated documents with Rowlands Emergency and Specialized Vehicles with content acceptable to the City Solicitor for the purchase of ambulance service emergency vehicle specializations, upfitting, associated specialized vehicle equipment repairs and parts, subject to Procurement Policy, Section 4.2, Policy # 2 Approval Authority;
- (h) That the Chief, Hamilton Paramedic Service, or designate, be authorized to amend any Contracts executed and any ancillary documents identified in (a) through (g) above as required if a supplier(s) identified in Report HSC23002 undergoes a name change.

EXECUTIVE SUMMARY

In accordance with provincial legislation, the City of Hamilton may only utilize ambulance vehicles provided from vendors certified by the Ministry of Health and Long-Term Care (MOHLTC). Currently there is only one certified vendor to provide the Type III ambulances utilized in Hamilton, this being Demers Braun Crestline Ambulance Manufacturer Inc. Since there are no other Ontario certified ambulance manufacturers available for the Type III ambulance it is recommended that designation as a standardized good, pursuant to City Procurement Policy #14, Section 4.14 be continued.

As the ambulances and their original equipment and parts are only available from Demers Braun Crestline Ambulance Manufacturer Inc. through its authorized agents, standardization will result in a single source purchase from the manufacturer and

**SUBJECT: Standardization of Paramedic Emergency Service Vehicles
(HSC23002) (City Wide) - Page 3 of 6**

agents. A single source purchase authority is accordingly recommended as pursuant to City Procurement Policy 11.

Currently, Hamilton Paramedic Service has been using the Special Service Vehicle (SSV) versions of the Chevrolet Tahoe and the Ford Explorer for its Emergency Response Vehicles (ERV). ERV's are single paramedic vehicles that are not transport capable, which ensures a paramedic presence in the community, decreasing overall response times. These vehicles can assist in increasing the number of available transport capable ambulances by treating and releasing patients on scene, cancelling resources, or downgrading the responding ambulances, enabling them to remain available for higher acuity emergencies. ERV's are also utilized by supervisory and senior management staff for response to major incidents to support staff and to perform command and control functions as required.

The request for ERV Standardization assists Hamilton Paramedic Service in reducing training demands for both mechanics working on the vehicles and paramedics using the vehicles, reducing the inherent risk of the operator having to know various vehicles operating nuances, and being intimately familiar with a vehicle that they have to operate during emergency driving conditions. Standardization also reduces the amount and type of replacement mechanical equipment required to be kept on hand to facilitate timely servicing of these vehicles.

Regardless of the vehicle type acquired for ERV's, the conversion of the vehicle to be used as an ERV must meet strict MOHLTC emergency vehicle standards. Converting (upfitting) a Chevrolet Tahoe or a Ford Explorer to a MOHLTC certified ERV involves, but is not limited to, constructing a storage cabinet in the rear of the vehicle for equipment and supplies, installing emergency lighting, specialized wiring, operating controls, specialized console, computer mount and radio. This work has been satisfactorily performed by Rowland Emergency and Specialty Vehicles Inc. since 2005.

Hamilton Paramedic Service would also benefit from utilizing the Ontario Government's enterprise-wide Vendor of Record (VOR) arrangements and Volume Licensing Agreements (VLA's) which are available to Ontario Public Service (OPS) clients and Non-OPS clients. Benefits of using these arrangements include: advantageous pricing, enabling potential savings, streamlined administrative effort required to procure goods and services independently, and access to a pre-qualified list of vendors. Hamilton Paramedic Service can access the Ontario Police Cooperative Purchasing Group (OPCPG) negotiated pricing for special service vehicles that would reduce the need for competitive procurement processes when a new vehicle is needed as a competitive pricing has already been negotiated. Hamilton Police Service utilizes the VOR OPCPG procurement tools extensively and it has been previously used effectively by Hamilton Paramedic Service for SSV purchases.

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**SUBJECT: Standardization of Paramedic Emergency Service Vehicles
(HSC23002) (City Wide) - Page 4 of 6**

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: Funding for procurement of replacement ambulances and vehicles is budgeted annually through the Capital Budget process and included in the 10- and 25-Year Replacement Reserve forecasts. The reserve is funded by annual transfers from the Operating Budget. The direct costs for ambulances and vehicles are anticipated to be similar if standardization is approved. Indirect costs are anticipated to be minimal as training for staff will not have to be increased, and there will be fewer parts to hold in stock.

Staffing: The standardization and single source process is expected to:

1. Reduce staff time for the Hamilton Paramedic Service and the Procurement Section in purchasing Emergency Response Vehicles.
2. Reduce or, at minimum, contain potential health and safety vehicle concerns with consistent vehicle designs.
3. Reduce Mechanical Division's staff training requirements of multiple vehicle types.
4. Reduce required paramedic staff training requirements on multiple vehicle types.

Legal: The City of Hamilton may only purchase ambulance vehicles certified by the MOHLTC as suitable for the purpose. All agreements will be in a form satisfactory to the City Solicitor.

HISTORICAL BACKGROUND

Standardization of Ambulance Fleet Purchases (Report CES16058) previously approved by Council on November 23, 2016 designated Demers ambulances as a standardized good. This was to be reviewed at end of 2022.

Standardization of Emergency Response Vehicles (HES12021) previously approved by Council on December 12, 2012 designated the Chevrolet Tahoe Special Duty Vehicle (SSV) as a Standardized Good along with authorization to single source all Emergency Response Vehicles (ERV) conversions to Rowland Emergency and Specialty Vehicles Inc. Both approved designations will expire in 2023.

For the last 17 years the Hamilton Paramedic Service has been using Rowland Emergency and Specialty Vehicles Inc. for ERV conversions, associated specialized vehicle equipment repairs and specialized parts. Upon completion of a vehicle being converted for use under the MOHLTC emergency vehicle standards, Rowland provides

**SUBJECT: Standardization of Paramedic Emergency Service Vehicles
(HSC23002) (City Wide) - Page 5 of 6**

a certificate indicating the vehicle adheres to the strict standards set out by the MOHLTC.

Rowland Emergency and Specialty Vehicles Inc. is one of three vendors who are currently providing Emergency Vehicle Conversion services to the Ontario market. These three vendors compare in conversion costs but supply different brands of equipment which makes it difficult for paramedic staff to maintain familiarity with the layouts and the different ways of operating the emergency response controls. Rowland Emergency and Specialty Vehicles Inc. is also the closest vendor to Hamilton situated in Mississauga. This location has enabled a quick turnaround for vehicle repairs, equipment repairs, specialized parts and additions when required. Continuation is recommended for designation as a Standardized Good pursuant to City Procurement Policy #14, section 4.14. A continuation of single source purchase authority is accordingly recommended as pursuant to City Procurement Policy 11.

Having used Rowland Emergency and Specialty Vehicles Inc. Emergency Vehicle Products Inc. exclusively over the last 17 years there have been no issues with workmanship or MOHLTC certification when the vehicles have been inspected by the MOHLTC during the mandatory Ambulance Service Reviews. Successful completion of Ambulance Service Review is required every three years to maintain certification to operate a land ambulance service pursuant to the Ambulance Act.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

- O.Reg.257/00: General under *Ambulance Act*, R.S.O. 1990, c A.19 Ontario Provincial Land Ambulance and Emergency Response Vehicle Standard, Version 6.0, November 1, 2023.
- Procurement Policy for the City of Hamilton, Policy #14 – Standardization
- Procurement Policy for the City of Hamilton, Policy #11 – Non-competitive Procurements
- Procurement Policy for the City of Hamilton, Policy #12 – Cooperative Procurements

RELEVANT CONSULTATION

Corporate Services, Procurement Section – Consultation with Procurement staff regarding the interpretation and application of Procurement policy.

Corporate Services, Finance – Consultation with Finance to verify financial information.
Joint Health and Safety Committee – Ongoing consultation with respect to the configuration of the vehicles, safety specifications, and equipment storage.

All recommendations from each area have been incorporated in this report.

**SUBJECT: Standardization of Paramedic Emergency Service Vehicles
(HSC23002) (City Wide) - Page 6 of 6**

ANALYSIS AND RATIONALE FOR RECOMMENDATION

- Purchasing and maintaining these make and models of vehicles in this capacity will provide professional commercial quality and reliable equipment to front-line staff.
- This allows for continuity and consistency of training and interoperability.
- Standardization allows for the reduced stock levels of spare parts.
- Location of the vendor is an extremely important operational requirement for quick turnaround when transporting vehicles for repairs, required changes to the vehicle and or its specialized equipment.

The Hamilton Paramedic Service is recommending that Rowland Emergency and Specialty Vehicles Inc. complete such conversions and provide MOHLTC certification, with staff reassessing the market conditions every three years.

ALTERNATIVES FOR CONSIDERATION

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



CITY OF HAMILTON
HEALTHY AND SAFE COMMUNITIES DEPARTMENT
Housing Services Division

TO:	Chair and Members Emergency and Community Services Committee
COMMITTEE DATE:	January 19, 2023
SUBJECT/REPORT NO:	Affordable Housing Funding Program (AHFP) (HSC23003) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Kamba Ankunda (905) 546-2424 Ext. 4557 Jana Amos (905) 546-2424 Ext. 1554 Al Fletcher (905) 546-2424 Ext. 4711
SUBMITTED BY:	Michelle Baird Director Housing Services Division Healthy and Safe Communities Department
SIGNATURE:	<i>Michelle Baird</i>

RECOMMENDATION(S)

- (a) That the Affordable Housing Funding Program (AHFP) attached as Appendix "A" to Report HSC23003 be adopted:
- (b) That Development Charge By-law No. 19-142 be amended to delete section 25(e) referring to affordable housing development charge exemption given the adoption of the Affordable Housing Funding Program, as set out in recommendation above;
- (c) That an annual budget of \$4 M to be funded from the net levy be referred to the 2023 Tax Operating Budget process for the primary purpose of funding the Affordable Housing Funding Program in accordance with the Program Guidelines outlined in Appendix "A" to Report HSC23003;
- (d) That subject to approval of Recommendations (a) and (b) above, the Affordable Housing Funding Program (AHFP) Reserve Fund Policy attached as Appendix "B" to Report HSC23003 be approved and the Reserve Fund be established

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SUBJECT: Affordable Housing Funding Program (HSC23003) (City Wide) - Page 2 of 9

subject to the terms outlined in the Policy and that unused funds for the current financial year be transferred to the Reserve;

- (e) That the General Manager of the Healthy and Safe Communities Department or their designate be authorized and directed to execute and administer the Affordable Housing Fund Program (AHFP) including entering into any or all agreements required to deliver the AHFP in a form satisfactory to the City Solicitor and content satisfactory to the General Manager of the Healthy and Safe Communities Department; and
- (f) That the General Manager of the Healthy and Safe Communities Department or their designate be authorized to revise the Affordable Housing Fund Program (AHFP) Guidelines attached as Appendix “A” to Report HSC23003 as necessary to ensure efficient delivery of the Program;

EXECUTIVE SUMMARY

As the City continues to face a significant affordable housing crisis, this report seeks Council’s approval of the Affordable Housing Funding Program (AHFP), attached as Appendix “A” to Report HSC23003, including referring a proposed annual budget of \$4 M to create affordable housing opportunities in the City of Hamilton to the 2023 Tax Operating Budget process. This 4M allocated for the program represents an average spent in recent years, and could be increased, subject to Council deliberation and identification of funding source.

The AHFP is a locally-developed program to assist in reducing the financial barriers by providing forgivable loans to be applied to areas of provider need, including but not limited to municipal development charges (DC) for affordable housing residential units not covered with current exemptions through Bill 23.

On June 11, 2019, Council directed staff to create an alternative affordable housing program to replace the affordable housing exemption contained within Development Charges By-law No. 19-142 (DC By-law). With the approval of the AHFP, the affordable housing within DC By-law can be removed.

Through the adoption of Bill 23 *More Homes Built Faster Act (Bill 23)* by the Province, several forms of development will now be exempt from Development Charges, although the implementing regulations of these exemptions are not yet in effect and no known timeline for enactment. These exemptions include:

- (i) Affordable housing (rental and ownership);
- (ii) Attainable housing (which has yet to be defined);

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SUBJECT: Affordable Housing Funding Program (HSC23003) (City Wide) - Page 3 of 9

- (iii) Non-profit housing; and
- (iv) Inclusionary zoning residential units

Under Bill 23, which received Royal Assent on Nov 28, 2022, Affordable Housing projects are exempt from payment of DCs and Cash in Lieu of Parkland, as determined by a Provincial Bulletin which has not yet been released. The Sections of Bill 23 which will provide for the Affordable Housing DC exemption have not yet been proclaimed into force. There is no understanding as to when these sections will be proclaimed into force. Until the sections are proclaimed into force, the City of Hamilton DC By-law will still be in effect – meaning any affordable housing development would still have to meet the DC exemption requirements and the City of Hamilton would still need to find the money to compensate the DC reserves, which creates financial exposure for the City. The AFHP enables the City to proactively work with providers, and evaluate and prioritize projects for investment in a planful way that ensures municipal co-investment does not exceed the City's financial means.

The City's DC By-law currently provides an exemption for affordable housing which would be superseded by the statutory exemption. Where there is conflict between the City's DC By-law and the revised Development Charges Act (DC Act), the revised DC Act will be adhered to and the City's DC By-law will be updated at the next opportunity.

Through the issuance of a Request for Proposals, the AFHP is proposed to be used for:

- support the City in fulfilling its financial responsibilities in respect of Rapid Housing Initiative funded projects;
- Development Charges not covered within Bill 23, or required prior to enactment of the DC exemptions
- pay for pre-development costs including site feasibility studies, consultants, etc.;
- to support non-profit organisations in need of funding to complete due diligence processes and acquisitions; and,
- capital costs of new development.

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: An annual budget of \$4 M for the AHFP, as referred to the 2023 budget process will be funded from the net levy and will require setting up of a Reserve Account solely for the purpose of AHFP, attached as Appendix "B" to Report HSC23003). Unutilized funds during the year will be added to the reserve account and used in the following financial year.

Staffing: N/A

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SUBJECT: Affordable Housing Funding Program (HSC23003) (City Wide) - Page 4 of 9

Legal: Legal Services staff have reviewed this report and their comments are incorporated. Legal Services staff will be required to draft agreements with successful affordable housing proponents and will be consulted regarding legal issues that arise in the set-up and administration of the AHFP.

HISTORICAL BACKGROUND

The Development Charges Background Study and By-law Review completed March 13, 2019, by an independent third party recommended eliminating the affordable housing exemptions from the DC By-Law and instead create a program administered by the Housing Services Division to facilitate affordable housing incentives.

Council approved Report FSC19050, adopting 2019 Development Charges By-law No. 19-142 (DC By-law) in June 2019 including a previous provision exempting eligible affordable housing units from the DC until the Housing Services Division (HSD) develops and implements an alternative affordable housing development charge incentive program. Historically, the DC by-law exempted affordable housing projects that met certain criteria.

The June 2019 changes to the *DC Act* allowed non-profit housing developers to pay DC upon occupancy (rather than at building permit issuance) and in 21 equal annual instalments thereafter. Municipalities could choose whether to charge interest, and any DC not paid could be added to properties' tax rolls and collected accordingly.

On May 27, 2020, Council approved Report FCS20028/PED20105, which authorized the charging of interest for DC instalments for non-profit housing development, as well as rental housing and institutional development.

In August 2022, Council approved Report HSC22050/FCS22073 including a requirement respecting viable options for other affordable housing projects and the requirement that staff report back as part of the 2023 Tax Operating Budget with program guidelines and a financing strategy for a program to provide financial assistance to affordable housing developments by non-profit developers to replace the existing approach of exempting development charges through the Development Charges By-law 19- 142;

On October 25, 2022, the Province introduced 'More Homes, Built Faster: Ontario's Housing Supply Action Plan 2022-2023' ("Action Plan"). The Action Plan is the latest in a series of Provincial initiatives related to the supply of housing in Ontario. To support the Provincial commitment to getting 1.5 M homes built over the next 10 years, it proposes sweeping and substantive changes to nine different statutes through Bill 23, *More Homes Built Faster Act, 2022* ("Bill 23"), as well as, through updates to regulations and consultations on various Provincial plans and policies.

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SUBJECT: Affordable Housing Funding Program (HSC23003) (City Wide) - Page 5 of 9

Bill 23 proposes that several forms of development will receive an exemption from DCs including; affordable housing (rental and ownership); attainable housing (which has yet to be defined); Non-profit housing; and Inclusionary zoning residential units. It should be noted that Bill 23 also repealed the June 2019 changes to the *Development Charges Act*. The implementing regulations related to the DC exemptions for Affordable Housing have not come into effect and there is no specific timeline as to when this will occur.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The updated Housing and Homelessness Action Plan (HHAP) adopted by Council August 21, 2020, through Report CS11017(d) retains the supply of affordable housing as the first Outcome Area. It sets a new target of 350 new affordable rental projects developed annually.

The City is currently falling behind on its targets for developing new units and only averaging over 54 units per year. HHAP Strategy 2, Implementation Action advocates for the use a range of innovative approaches and tools to reduce the time and cost of developing affordable housing. This initiative is envisaged by staff as an additional resource towards achieving the objectives of the HHAP.

Furthermore, staff will capitalize on the benefits available under the new legislation Bill 23, *More Homes Built Faster Act*, which received Royal Assent November 28, 2022 to help meet the HHAP targets and create efficiencies with City's limited financial resources to create the additional housing required.

RELEVANT CONSULTATION

During the development of the AHFP, staff consulted Hamilton is Home who are a representation of a group of affordable housing proponents and concerns were raised on whether the proportionate of funding was enough to address the ongoing need for affordable housing development in the City of Hamilton. As the report was being finalized, a general overview of the proposed AHFP was provided to Hamilton is Home. In addition, staff have consulted with the Core Working Group of the Housing Sustainability and Investment Roadmap Strategy which includes representation from City staff including the Senior Leadership Team (SLT) and CityLAB. Comments and suggestion have been included in this report.

Planning, Legal Services and Corporate Finance were consulted and given opportunity to provide feedback and comments have been incorporated into this report.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

In Hamilton, affordable development projects have relied on funding from upper levels of government that are tied to specific financial and operational requirements.

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SUBJECT: Affordable Housing Funding Program (HSC23003) (City Wide) - Page 6 of 9

Furthermore, these upper level funding sources require financial support from the City in order to be financially viable and qualify for funding. Having an AHFP in place will allow City and Proponents more financial certainty throughout the housing development cycle. Additionally, municipal contributions for affordable projects are required to qualify for Canada Mortgage and Housing Corporation (CMHC) Co-Investment Funding Streams. The municipal contribution directly impacts the funding stream available for a project and the amount made available through CMHC programs.

In August 2022, Council received and approved Report HSC2250/FCS22073 on approaches to addressing the challenges of financing for non-profit housing developments in Hamilton. The report highlighted 24 known affordable housing projects in the development stream that could deliver over 1,605 units for residents in the City of Hamilton but required over \$30 M in development charges waivers to be successful. While there are more projects than funding available, the allocation of \$4M annually can support some projects to be financially viable, and the program fund could be increased to serve as a vehicle for increased investment subject to council deliberation and identification of funding sources. The development of the AFHP program meets a significant need and establishes a predictable and evaluative process whereby projects and providers are considered for merit and readiness in achieving the City's affordable housing goals.

The annual funding amount of \$4 million represents an amount from reviewing yearly funding provided to affordable housing providers for such costs as DC exemptions, cost overruns to RHI projects, and utilizing other funding to support the financial viability for the construction of new affordable housing units. As proponents seek other avenues of funding, including Canadian Mortgage and Housing Corporation (CMHC) Co-Investment funding program, the AHFP can provide commitment of the City of Hamilton as a financial partner in financial viability of projects. With the City acceptance of Rapid Housing Initiative funding, the City agrees to be responsible for any costs over the CMHC awarded funding. During the pandemic, materials, supply chain and labour cost issues have created cost overruns making the City responsible to source this funding to cover the costs utilizing such funds as the Poverty Reduction Fund, Ontario Priority Housing Initiative and most recently adding to the Housing Services Division Operating budget as a payback loan for a 20-year time period. Based on the known needs of the affordable housing providers, the \$4 million will not cover the required funding to make all projects financially viable.

Based on an analysis of five years of historical data on DC exemptions for affordable housing, including requests for proposals, the affordable housing needs analysis completed for the Five-Year Review of Hamilton's 10-year Housing and Homelessness Action Plan, affordable rental housing development projects known to staff continue to

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SUBJECT: Affordable Housing Funding Program (HSC23003) (City Wide) - Page 7 of 9

face enormous challenges in funding pre-development costs, feasibility studies, due diligence and capital costs.

Adopting the AHFP will help to address some of the financial challenges affordable housing developers face and fulfils the direction of City Council to replace the current exemption criteria for affordable housing under the Development Charges By-Law No. 19-142 with a program addressing development charges. The AHFP will:

- 1) Provide a common template and consistent, predictive process by which providers and operators can request funding
- 2) Ensure projects align with the City of Hamilton's housing priorities;
- 3) Enable the City to better budget and plan for the cost of DCs for affordable housing projects when applicable;
- 4) Fulfil the City's financial commitments for Rapid Housing Initiative (RHI) funded projects and other projects currently in construction that impact the service level standards and deliverables with upper levels of government funding;
- 5) Incentivize the best projects through a merit-based system;
- 6) Adapt to the rapidly-changing rental market;
- 7) Ensure long-term affordability of new affordable units through annual rent monitoring which may not be tied to the City through other funding sources; and,
- 8) Enable the City to adapt as federal and provincial affordable housing programs, and priorities change.

To maximize the outcome and efficiency of City investments in affordable projects through the AHFP, the City can capitalize on new legislation of Bill 23, Bill 108, non-profit partnerships, and invest its limited funds into housing projects by non-profit organizations mandated to provide affordable housing and guarantee that all funding goes directly to producing affordable housing. It is known that most affordable housing providers will maintain housing affordability after the affordability period has ended. For this reason, private developers, alone or in partnership with non-profits, are not included in the AHFP at this time.

AFHP will support the City in fulfilling its financial responsibilities by prioritizing projects that the City has already invested in including commitment to Rapid Housing Initiative funded projects; will pay for pre-development costs including site feasibility studies; and will support non-profit organisations in need of funding to complete due diligence and acquisitions.

As a locally-designed program, AHFP allows stacking with other municipal incentives programs, grants, loans or funding from other levels of government for project development expenses. Applicants will be encouraged to explore all other additional funding available either locally within the City or through upper levels of government and organisations that fund affordable housing developments prior to receiving AHFP. A list

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SUBJECT: Affordable Housing Funding Program (HSC23003) (City Wide) - Page 8 of 9

of such funding has been included in the Program Guidelines which are attached as Appendix “A” to Report HSC23003.

Program description, eligibility and the application process have been articulated in the Affordable Housing Program Guidelines attached as Appendix “A” to this Report. The AHFP is designed to provide cost certainty as early as possible. Staff have considered the burden of administration and as such, the annual reporting requirements will be streamlined as much as possible.

There are a number of initiatives being developed by staff including the development of a Housing Sustainability and Investment Road Map (HSIR) and the implementation of Inclusionary Zoning for affordable housing. The results of the implementation of the above initiatives in addition to the legislative changes through Bill 23 including exemption of development charges for the creation of affordable residential units and attainable residential units for non-profit housing developments will enable the utilization of AHFP to move projects closer to shovel ready and investment in the capital costs of construction to make projects financially viable. A report will be brought to Council updating Councillors of required changes as a result of implementing the above initiatives and how they impact the AHFP.

Under Bill 23, which received Royal Assent on Nov 28, 2022, Affordable Housing projects are exempt from payment of DCs and Cash in Lieu of Parkland, as determined by a Provincial Bulletin which has not yet been released. The sections of Bill 23 which will provide for the Affordable Housing DC exemption have not yet been proclaimed into force. There is no understanding as to when these sections will be proclaimed into force. Until the sections are proclaimed into force, the City of Hamilton DC By-law will still be in effect – meaning any affordable housing development would still have to meet the DC exemption requirements and we would still need to find the money to compensate the DC reserves

ALTERNATIVES FOR CONSIDERATION

None

ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN

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.

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**SUBJECT: Affordable Housing Funding Program (HSC23003) (City Wide) - Page 9
of 9**

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 HSC23003: Affordable Housing Funding Program Guidelines

Appendix "B" to Report HSC23003: Affordable Housing Funding Program Reserve
Fund Policy

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Affordable Housing Funding (AHFP) Program Guidelines

1. Background

The City of Hamilton continues to face a significant housing crisis and all municipalities across Canada are being creative in finding solutions to address this issue. While it is understood that there is no single solution to the housing affordability crisis, the Affordable Housing Funding Program (AHFP) is anticipated to reduce financial barriers by providing forgivable loans to Non-Profit organisations that are interested in developing affordable housing in the City of Hamilton. AHFP will be used to pay for overages and cost overruns of existing City funded projects (e.g. RHI); cover municipal development charges (DCs), where applicable, for affordable housing units (if required); pay for pre-development costs including site design and feasibility studies, and facilitate due diligence, capital costs and potentially acquisition. The AHFP targets only not-for-profit organizations.

2. Program Description

The AHFP has been developed to reduce financial barriers that non-profit organizations and housing co-operatives face when developing affordable housing; improve their competitiveness when applying for CMHC funding; increasing the financial viability and promoting longer affordability period of the projects.

The AHFP funding will be awarded through a competitive Request for Proposal (RFP) process to eligible non-profit housing organizations. Staff will evaluate submissions based on various factors including:

- The Project being an existing City funded project with additional financial constraints (e.g. projects being implemented through Rapid Housing Initiative);
- Pre-development costs for projects going through site plan approvals; due diligence and acquisitions in that priority;
- Capital funding of affordable housing projects; and,
- Other costs to support affordable housing projects to be financially viable.

The funding will be advanced in the form of a forgivable loan and the advance conditions or criteria will be set out in the forgivable loan agreement between the successful applicant and the City of Hamilton.

The loan will be secured against title for a 25-year period and will be 100% forgiven at the end of 25-year affordability period with the amount decreasing by 20% every five years from the date in which occupancy is granted by the City of Hamilton's Building Division provided all the terms and conditions of the forgivable loan provided in the agreement are adhered to by both City of Hamilton and the proponent.

If funding is to be repaid for any reason, the repayment of the unforgiven amount of the loan, and applied interest will be repaid in accordance with the City's External Loan Guidelines.

3. Mandated City financial responsibilities for RHI projects

Under the Rapid Housing Initiative (RHI), the City is mandated to cover overages and cost overruns of RHI funded projects. Should overages result from a project where the City is responsible for payment of such costs, City may use this funding outside of an application or competitive process to cover these costs.

4. Program overview

4.1 Funding Amount and availability:

AHFP will have annual funding of \$4 M available at the start of the City's financial year and will be distributed to selected projects. The disbursement of the available funding will be subject to the alignment of City's housing objectives and at the sole discretion of the General Manager of the Healthy and Safe Communities Department. Should a situation arise where affordable housing developments fail to align with the City's housing objectives, the funding for the year may be withheld and reallocated appropriately in the following year.

4.2 Additional funding and Stacking:

The AHFP has no limitations on stacking with other municipal incentives programs, grants, loans or funding from other levels of government for capital project development and operational expenses such as housing subsidies. Applicants are encouraged to seek other additional funding available either locally within the City or through upper levels of government including the following sources:

- i. Canadian Mortgage and Housing Corporation (CMHC) offers flexible funding and financing opportunities to assist in the development in Affordable Housing. There are a range of funding and financing tools, and it is recommended that applicants review these opportunities in addition to the City of Hamilton Affordable Housing Funding. More information can be found on the CMHC webpage - <https://www.cmhc-schl.gc.ca/en>
- ii. The Province of Ontario provides several different funding programs that assist in both new Affordable Housing development, retrofits, repairs and rent supplements. More information can be found on the Province's webpage - <https://www.ontario.ca/page/affordable-housing-ontario>

Appendix “A” to Report HSC23003
Page 3 of 9

- iii. Federation of Canadian Municipalities (FCM) offers funding for organizations to complete housing plan, studies, undertake pilot and capital projects. Details can be found on this website <https://fcm.ca/en/funding>
- iv. Community Housing Transformation Centre (CHTC) - backed by National Housing Strategy, CHTC offers grants to community housing providers, community-housing service providers and community organizations up to \$500,000 – more information can be found on this website - <https://centre.support/>
- v. City of Hamilton’s Economic and Development Incentives – City has opportunities for aiding with partial relief of development costs (within a Community Improvement Plan area – CIP) environmental remediation, cultural heritage, urban design and property tax grants to those looking to invest in Hamilton’s future. City planning tools and links to incentives can be found on this website - [Hamilton, Ontario: Where Innovation Goes To Work - Invest in Hamilton](#)

In addition to other requirements, applicants will be required to confirm that they have applied for available funding opportunities both from City and other upper levels of government including details of how much they are eligible to receive.

5. Eligible Costs and Expenses

AHFP will consider applications in the following order of priority:

- 5.1 Overage and overruns:
Under this category, expenses may include additional costs on an affordable housing currently under construction resulting from an unpredicted cost increases related to such matters as construction materials Cost increases that result from a change in scope of the project are not included
- 5.2 Development Charges (DCs):
Applicants will be eligible for funding for development charges as they relate to the *Development Charge Act* or the *Education Act*, provided that these charges are not covered under any other program or legislation where the DCs are waived or paid. If a residential project that meets the City’s definition of Affordable Housing is exempt under legislative changes, an application for DC relief for the residential units will be eligible and only the affordable units (within the development) would be considered. With the enactment of Bill 23, it is anticipated that only DC costs re-dating Bill 23 will be eligible.
- 5.3 Capital Costs:
This funding will support proponents’ development proposals as it relates to capital build costs, top-ups and/or be City of Hamilton financial

Appendix “A” to Report HSC23003
Page 4 of 9

partnership/contribution required for other sources of funding, including but not limited to CMHC Co-Investment funding program.

5.4 Predevelopment Costs:

Predevelopment costs may include soft and hard costs required to move an affordable housing projects to “shovel ready”. Examples of pre-development costs may include but are not limited to; payment of professional and consultation fees, studies, surveys, architectural designs, site plan approvals, demolition costs, environmental and archaeological study costs.

5.5 Acquisition, Due diligence & feasibility:

This funding will focus on supporting proponents’ exploration of a potential for the development of affordable housing. Approved funding can be used to acquire the proposed development property and the fees associated with the acquisition; financial support to complete due diligence and feasibility studies prior to the purchase of the property to ensure that the site will be a viable affordable housing project. The funds may also be used for best use analysis, building condition assessment, preliminary environmental studies, and any other study reasonably associated with the due diligence for acquisition of property.

6. Minimum Eligibility Requirements:

- i. Applicants must be a registered Non-Profit organization, charity or housing co-operative that will own and operate the development subject of the funding request. For profit organizations are ineligible for this funding and will not qualify;
- ii. Applicants must demonstrate an understanding of residential housing development; operation of a rental housing unit(s) or ability to retain the services of an organization/consultants with this experience;
- iii. Funding must be used towards the development of affordable housing in the City of Hamilton;
- iv. Units must be maintained as affordable for the minimum of 25 years, Affordable rents established at or below 80% AMR for applicable AHFP units for the entire affordability period;
- v. Financial viability - Applicants will demonstrate financial viability or a path towards financial viability through their capital and operating proformas;
- vi. Projects can be new constructions including new building or addition to an existing building and a conversion of an existing non-rental building or portion thereof into an affordable housing project;
- vii. Applicants must be seeking to build a minimum of 5 units with the project;
- viii. Entire project must be purpose rental built for the entire affordability period; and,
- ix. Development readiness - projects that can demonstrate that a building permit will be drawn in the year that they have applied will score higher in the evaluation of the funding request.

7. Overview of Application and Award Process:

City of Hamilton’s AHFP will be offered to eligible affordable housing developers through a competitive process. The application period will be open for a minimum of 30 calendar days. The program will target only non-profit affordable housing organizations interested in supporting the City’s housing objectives and priorities at the time. Submission or scoring of the project does not necessarily guarantee funding.

Below is a highlight of the key evaluation criteria that each applicant will be scored against. Note that the City might add further details to align it with current priorities;

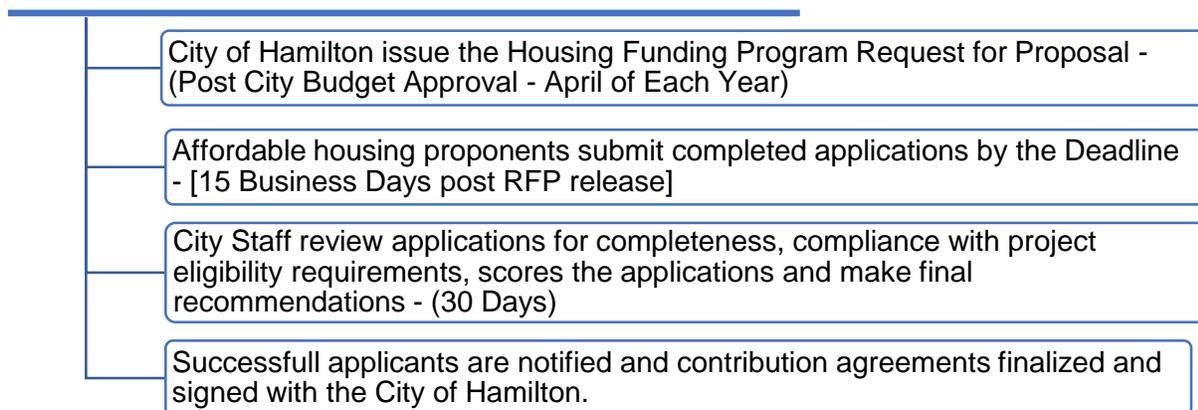
- (a) Type of funding support required (project overruns; Development Charges, pre-development, due diligence, feasibility studies or acquisition);
- (b) Qualifications and experience of the development team;
- (c) Type of the organisation (Charity, Non-profit, Co-op, community housing organisation)
- (d) Site status (encumbrances, zoning permissions, conditions and assessments);
- (e) Development schedule (how close to shovel readiness including status of all required planning and reasonable development timetable);
- (f) Financial viability and cost effectiveness (amount of funding already secured and complete funding overview);
- (g) Development concepts (construction typology, details of unit size, design special features, energy efficiency details);
- (h) Target population/groups in the community;
- (i) Tenant selection (Access to Housing Waitlist, By-Name Priority List); and,
- (j) Affordability in terms of rents and affordability period.

Further details of the above evaluation criteria will be provided in the application process.

Evaluation review will be completed within 30 business days following the closure of the application submission period date. Housing Services staff will rank the submitted project in accordance of highest passing score in the Evaluation Matrix. A Conditional Letter of Commitment will be issued to the successful applicant, indicating next steps and the timeline to achieve next steps, prior to signing AHFP Forgivable Loan Agreement with City of Hamilton.

The annual release of the application is to ensure the most accurate information and documentation is communicated to the applicants and reflect the City’s Strategic Plan and Housing and Homelessness Action Plan goals. In addition, the annual process will capture new milestones that could have been achieved by the proponent over the previous year.

7.2 Application process



After the deadline for the applications, City of Hamilton staff will review all submitted Applications to ensure completeness and that the Eligibility Requirements (Section 6 above) are met. The City may seek additional information as necessary, but is not obligated to do so, in order to determine in its sole and absolute discretion if an application meets or complies with the minimum requirements.

All applications that meet the minimum eligibility requirements will be scored against the preferred Evaluation Criteria above. A Review Panel set up by City Staff will review all scored applications to make a final recommendation for successful projects. While the highest scoring application(s) are likely to be best positioned for approval, the Review Panel will also consider City of Hamilton’s housing objectives as established by Council priorities, available funding and other relevant planning documents in making a final selection of successful projects.

Following the approval of applications, applicants will be required to accept the funding as allocated and enter into a contribution agreement with the City of Hamilton that outlines the terms of the commitment. A forgivable loan agreement will also include a charge to secure the funding which will be registered on title of the property. The forgivable loan agreement will include among others the following:

- The amount of City’s funding being provided;
- The number of Affordable Units to be provided, Affordable Unit rental rates and duration of affordability;
- Requirements for tenant income verification by applicant at initial occupancy and unit turnover;
- Requirements for annual reporting by applicant;
- Requirements for applying rental rate increases; and;
- Other terms and conditions as required in sole and unfettered discretion of the City.

7.3 Reapplication

Applicants who are not successful in the current year can reapply in subsequent years. Successful applicants in the current year will also be eligible to reapply the following year with different projects or with the same project but for a different funding use than that applied for the previous year. For example, a project may apply and be successful for pre-development funding and then the following year apply and be successful for capital funding.

7.4 No Successful Applicant

If there are no applicants or upon review of the submissions there are no eligible projects, funding will not be awarded. The City is not required to provide funding to any project which it deems unsatisfactory and reserves the right to reallocate the funding to the subsequent year.

7.5 AHFP Annual Reporting

The AHFP will require annual reporting for the duration of the affordability period to ensure compliance with the terms and conditions of the Program. A standardized AHFP Rental Unit Monitoring Report will be required. In cases where the City is already collecting an annual occupancy report under another funding source, every effort will be made to consolidate the reporting providing the AHFP requirements are fully met. The AHFP Rental Unit Monitoring Report will report on previous calendar year's actual monthly rent paid by tenants, target populations, and vacancy data. These forms will be provided by the Housing Services Division by the third week of January for completion and will be due to the Housing Services Division on the 15th of March or nearest business day after.

8. Definition of Key Program Terms:

8.1 Affordable Housing:

The term “Affordable housing” is used in this program to mean a broad term that encompasses all types of housing that persons or households with low or moderate incomes can access without spending an inordinate proportion of their income.

Affordable housing may include Ownership Housing and Affordable Rental Housing;

- (a) Affordability of rental housing can be defined based on a proportion of a person or household’s income or based on a percentage of the average or median market rent, for a defined area. Often, the definition includes a threshold in the position of households on the income spectrum, the most universal with low- and moderate-income households being at or below the 60th income percentile for renters living in a defined area. Different documents define affordable housing slightly differently but for the purposes of the AHFP affordable rental housing will mean;

Housing that costs 30% or less of gross household income for households with a low to moderate income. Low to moderate income for renters is defined as income at or below the 60th income percentile for renters in the City of Hamilton, and for owners the 60th income percentile for all Hamiltonians; and/or;

- (i) Rents at or below 80% average market rent (AMR) for the geographical area will be given priority in the application process for units applying AHFP;
- (ii) Rents above 80% but below 125% AMR may still qualify for program

8.2 Overages

“Overages” means cost incurred on a project that are initially greater than the initial budget to which the project was approved, and where the City as the “Recipient” or “Service Manager” is contractually obligated to supplement the project budget.

8.3 Top ups

Top up means additional funding needed to complete a construction project which has previously had Service Manager’s commitment and requires additional funding to complete the project within the approved scope.

8.4 In year expense

The term “in-year Expense” means an unexpected construction expense incurred on an affordable housing project under construction in excess of the contingency but within the original scope of the project.

8.5 Shovel Ready

The terms shovel ready means an affordable housing construction project that is considered to be at an advanced enough stage of development for physical construction to begin.

8.6 Acquisition

The term 'acquisition' means the process of taking possession of all, or part of a tangible asset, property including land for the purpose of developing affordable housing or converting an existing project into an affordable housing project.

8.7 Fund stacking

For the purpose of the AFHP fund stacking means the approach of utilizing multiple City, provincial or federal programs or funding to offset a greater portion of project expenses.

9. Questions Related to this program can be directed to:

Via Email to:	affordablehousing@hamilton.ca
Via Telephone Number	(905) 546-2424 Extensions 4711 or 4557 or 1554

This document is available in alternate formats upon request.

Affordable Housing Funding Program Reserve Fund Policy - DRAFT	 Hamilton	Health and Safe Communities Department
Policy No: CoH23-AHFP01		Housing Services Division, Investment in Affordable Housing and Neighbourhood Development
Page 1 of 2		Approval: January 2023

POLICY STATEMENT	This Policy sets out the guidelines for the sources and uses for the balance in the Affordable Housing Funding Program Reserve Fund.
PURPOSE	To fund initiatives that advance the City's Housing and Homelessness Action Plan.
SCOPE	This Policy applies to all City employees who manage financial resources.
PRINCIPLES	<p>The following principles apply to this Policy:</p> <p>Authority:</p> <ul style="list-style-type: none"> • The General Manager of Health and Safe Communities has the authority to recommend the use of the Affordable Housing Funding Program Reserve Funds to Council to fund expense related to the development of affordable housing. <p>The source of funds that may be transferred to this Reserve include:</p> <ul style="list-style-type: none"> • City levy • Any net revenues associated with the Residential Vacant Unit Tax. • Annual Council approved operating budget transfer to reserve. • A portion of the year-end operating budget surplus, subject to final approval of the Tax and Rate Operating Budget Variance Report by Council. • Investment income earned on the reserve's balance as per policies and procedures. <p>The use of funds from this Reserve is not permitted if other sources of funding are available. Uses will be limited to:</p> <p>Funding new and innovative projects and initiatives approved by Council that directly supports the implementation of the City's Housing and Homelessness Action Plan.</p>
RESERVE BALANCE TARGET LEVEL	N/A

Affordable Housing Funding Program Reserve Fund Policy - DRAFT	 Hamilton	Health and Safe Communities Department
Policy No: CoH23-AHFP01		Housing Services Division, Investment in Affordable Housing and Neighbourhood Development
Page 2 of 2	Approval: January 2023	

GOVERNING LEGISLATION	There is no legislation governing the use of this Reserve. The Reserve Fund was established in 2023 through Report HSC23003
RESPONSIBILITY FOR THE POLICY	Housing Services Division, Investment in Affordable Housing and Neighbourhood Development Program Staff
POLICY HISTORY	N/A

DRAFT



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

TO:	Chair and Members Emergency and Community Services Committee
COMMITTEE DATE:	December 1, 2022
SUBJECT/REPORT NO:	Hamilton Alliance for Tiny Shelters Proposal (HSC22015(a)) (City Wide) REVISED
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Nadia Zelisko (905) 546-2424 Ext. 2548 Greg Tedesco (905) 546-2424 Ext. 7168 Rob Mastroianni (905) 546-2424 Ext. 8035
SUBMITTED BY:	Michelle Baird Director, Housing Services Division Healthy and Safe Communities Department
SIGNATURE:	

RECOMMENDATION(S)

- (a) That respecting the request for a City of Hamilton contribution to the Hamilton Alliance for Tiny Shelters (HATS) Council approve an immediate contribution of \$100 K for the period of January 1, 2023 to March 31, 2023 year to be funded from the projected 2022 Housing Services Division surplus or the Tax Stabilization Reserve #110046, if the division surplus is not realized;
- (i) That funding as approved in recommendation (a) be based on the following conditions:
- (1) That staff be directed to work with HATS to identify and outline standards around performance metrics and outcomes as a condition of funding including, but not limited to: eligibility and entry criteria, gender-specific considerations including specific supports for women, trans-feminine, trans-masculine and non-binary individuals, identification of formalized community partnerships with health- and social service sectors, equity and inclusion, and

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SUBJECT: Hamilton Alliance for Tiny Shelters Proposal (HSC22015(a)) (City Wide)
- Page 2 of 11

- demonstrated exits into safe permanent housing; and agreed upon by HATS for first year of operations;
- (2) Confirmation that matching funds have been received or committed to; and,
 - (3) That a detailed exit strategy has been created and agreed to should HATS not be able to ensure site safety and adequate operational funding.
- (b) That consideration of a contribution up to a maximum of \$100 K annually to HATS toward the establishment and operation of temporary tiny cabins for the 2-year period of April 2023 to December 2024, be referred to the 2023 Council Operating budget deliberations to be funded from the Operating Levy over the next 2 years:
- (i) That staff be directed to work with HATS to identify and outline standards around performance metrics and outcomes as a condition of funding including, but not limited to: eligibility and entry criteria, gender-specific considerations including specific supports for women, trans-feminine, trans-masculine and non-binary individuals, identification of formalized community partnerships with health- and social service sectors, equity and inclusion, and demonstrated exits into safe permanent housing;
 - (ii) That funding as approved in recommendation (b) be cash flowed in 6 month increments upon the following conditions:
 - (1) Confirmation that performance metrics have been achieved as outlined in recommendation (b)(i);
 - (2) Confirmation that matching funds have been received or committed to; and,
 - (3) That a detailed exit strategy has been created and agreed to should HATS not be able to ensure site safety and adequate operational funding.
- (c) That staff be directed to evaluate and assess program outcomes and efficacy; and report back to Emergency and Community Services Committee at the 6 and 12-month marks;
- (d) In the event that the initial proposed site for HATS at 647 Barton St. East is at any point deemed not viable to proceed, that staff be directed to return to Council

SUBJECT: Hamilton Alliance for Tiny Shelters Proposal (HSC22015(a)) (City Wide)
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with a report identifying how these funds may be redirected in alignment with Council approved strategies such as the Housing and Homelessness Action Plan and Coming Together to End Homelessness: Hamilton's System Planning Framework;

- (e) That the General Manager of the Healthy and Safe Communities Department or their designate be directed and authorized, on behalf of the City of Hamilton, to enter into, execute and administer all agreements and documents necessary to implement the grant outlined above on terms and conditions satisfactory to the General Manager of the Healthy and Safe Communities Department or their designate and in a form satisfactory to the City Solicitor

EXECUTIVE SUMMARY

The proposal put forward by HATS demonstrates a willingness and desire by community to contribute to solutions for chronically unsheltered residents in Hamilton. There remain distinct challenges and concerns around the operationalizing of such an intervention, including concerns around the health and safety of HATS residents and the potential for specific efforts and investment in 'tiny cabins' to divert resources from permanent solutions for people experiencing chronic homelessness.

Given the ongoing challenges surrounding unsheltered homelessness, providing HATS immediately with \$100 K contribution will provide them opportunity to raise additional funding required to begin operations. Providing conditional support to HATS for up to an additional 2-years, with evaluation and assessment of program outcomes to be brought back to Committee and Council at 6- and 12-months, and annually thereafter, may provide the City of Hamilton a unique opportunity to pilot this approach on a temporary basis and assess if or how it may fit within Hamilton's system of care. An overview of the updated HATS proposal, reviewed by Housing Services staff in preparation of this report, is included in Appendix "A" to Report HSC22015(a).

The HATS group should be commended for organizing and building collective action through their proposal. Housing Services recognizes that this intervention is reflective of ongoing systemic challenges and inequities across Canada as it relates to housing and homelessness. This is demonstrated by the rise in, and visibility of, unsheltered homelessness and encampments throughout many Canadian cities during COVID-19. While HATS has mobilized to address a gap further intensified during COVID-19, this initiative should serve as further impetus for the City of Hamilton, as well as community partners and other levels of government, to rapidly prioritize and invest in deeply affordable permanent housing solutions. This report seeks to inform council of the risk and opportunities to invest in 'tiny cabins' at the identified site, as well as other investments in line with a Housing First philosophy and a rights-based approach to housing that can have positive impact in homelessness as they deliberate this decision.

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Housing Services remains committed to seeking out and supporting innovative solutions to address homelessness in Hamilton. As a temporary emergency response, this intervention should not take away from our core focus on prioritizing investment and resource allocation in permanent housing that is safe, suitable and affordable to the individual. Housing Services remains committed to adapting the emergency system to enable flexibility to meet ongoing needs where possible, while also enhancing prevention, diversion and permanent housing placement supports. These efforts are strengthened through collaborative work with local Indigenous leadership, as well as a commitment to include and learn from the perspective of people with lived expertise. Through this, it remains critical that we continue to invest in and enhance a diversity of housing-focused interventions, grounded in a Housing First philosophy and a rights-based approach to housing, in order to shift from emergency response to long-term approaches to ending homelessness.

Alternatives for Consideration – See Page 10

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial:

As noted in recommendation (a), an immediate funding source is required, and therefore the initial contribution will be funded by the 2022 Housing Services Division Surplus, or the Tax Stabilization Reserve #110046, if the division surplus is not realized, and is subject to meeting the conditions outlined in recommendation (a)(i).

In addition, as noted in recommendation (b), a funding source is required to support the conditional funding for up to 2 years. Therefore, the HATS request will be referred to the 2023 Council Operating Budget deliberations to be funded from the Operating Levy in 2023 and 2024.

Should the conditions set out for HATS in recommendation (a) and/or (b) not be met, Housing Services Division will bring a report forward to Council with a recommendation for the use of the remaining levy base available. As noted in recommendation (d), the remaining levy base will be allocated to support prevention and housing placement support services in alignment with Council approved strategies such as the Housing and Homelessness Action Plan and Coming Together to End Homelessness: Hamilton's System Planning Framework

Staffing: N/A

Legal: N/A

SUBJECT: Hamilton Alliance for Tiny Shelters Proposal (HSC22015(a)) (City Wide)
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HISTORICAL BACKGROUND

On February 17, 2022, the Emergency and Community Services Committee approved Report HSC22015 Proposal by Hamilton Alliance for Tiny Shelters, which directed staff to share information gathered in the report with HATS to inform their planning for a potential site in Hamilton. This report included a full breakdown and analysis of considerations related to planning and development approvals for the HATS proposal.

On August 11, 2022, the Emergency and Community Services Committee approved Report (HSC20020(f)) Adaptation and Transformation of Services Update 6. This report outlined an interim plan for homelessness emergency system service levels for additional pressures in 2022 and to the end of March 2023. Up to the end of 2022, this included: a conditional grant to Mission Services for capital improvements to a new men's emergency shelter location; and ancillary costs associated with the rental of hotel rooms for expanded temporary emergency shelter for single men and women. From January to March 2023, approved recommendations included: interim capacity of up to 100 additional beds in the women's emergency shelter system as needed; maintaining increased interim emergency shelter capacity of up to 24 beds in the men's system; and continuation of enhanced drop-in services including but not limited to Living Rock, Mission Services, Wesley and the YWCA.

On November 21, 2022, General Issues Committee (Budget) approved the following motion: That the General Manager of the Healthy & Safe Communities Department be directed to meet with the Hamilton Alliance for Tiny Shelters (HATS) and report to the Emergency & Community Services Committee meeting of December 1, 2022; with respect to the proposal put forward by HATS at the November 21, 2022 General Issues Committee, with regard to policy and responsibility within the duty of the Healthy & Safe Communities Department.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The Housing Services Division is the designated Community Entity (CE) responsible for local implementation of the federal Reaching Home strategy and the Service Manager for the provincial Homelessness Prevention Program (HPP) and related investments. Housing Services works in partnership with the CE for the Reaching Home Indigenous funding stream, the Coalition of Hamilton Indigenous Leadership (CHIL). Under the Reaching Home directives, the City is mandated to achieve core requirements that help strengthen an evidence-based and integrated approach across the homelessness sector. Similarly, HPP requirements include a set of performance indicators have been developed to monitor and track progress on the achievement outcomes, including the goal of measuring a reduction in homelessness and chronic homelessness.

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Housing Services Division remains guided by and grounded in existing Council approved strategies, such as the Housing and Homelessness Action Plan and Coming Together to End Homelessness: Hamilton's System Planning Framework. These strategies are deeply aligned with Reaching Home and HPP requirements and represent evidence-based community strategies towards ending homelessness that build on a foundation established through many years of collaboration. This includes a rights-based approach and a Housing First philosophy underpinned by the following principles:

- rapid housing placement with supports and no readiness requirements;
- participant choice and self-determination;
- recovery orientation separating housing provision from treatment services;
- individualized and client-driven supports; and,
- social and community integration.

From a policy perspective, as currently constituted the proposal by HATS does not fit within the typical housing continuum, as it is neither emergency shelter or permanent housing. The proposed intervention continues to reflect a broader, long-term failure of public policy at all levels to ensure that all individuals have access to adequate housing and supports. Framed as a new solution for those who may face barriers accessing existing homeless serving system supports, the proposed intervention is more reflective of a 'managed encampment' site. Should this proposal be implemented, it is critical that it should be time-limited to ensure this does not become embedded as a permanent intervention. At the same time, collective efforts to rapidly prioritize and invest in deeply affordable permanent housing solutions should be prioritized, in alignment with Federal and Provincial housing and homelessness commitments.

As Service Manager Hamilton will continue to seek out perspectives and learnings from similar initiatives in Ontario municipalities / regions including but not limited to: 'sleeping cabins' in Kingston; outdoor shelter model development in Waterloo Region; A Better Tent City in Kitchener; and, temporary outdoor shelters in London.

RELEVANT CONSULTATION

Staff from Hamilton Fire Department, including the Chief Fire Prevention Officer, previously met with representatives from HATS with the primary goal of understanding the parameters of the project, and how Hamilton Fire could be of assistance. Discussion included the possibility of a site visit to visualize the space and to provide template documents and supporting information that would allow HATS to make informed decisions regarding structure placement and access controls for emergency response. Hamilton Fire also indicated that they would advise on how to create a fire safety plan for the premises, and possible considerations for fire safety awareness training for any employees or property managers that may work at the site. If the project moves ahead,

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the property/location would be subject to emergency police / fire / paramedic response for persons or property anywhere within City boundaries.

The City of Hamilton Paramedic Service met with HATS representatives in October 2022 and reviewed their planned implementation plan. At this time, Hamilton Paramedic Service have no concerns with their proposal as there are no resource implications for the paramedic service; HPS response would be through usual service levels such as social navigator program and 911 response if/as needed.

Staff from Housing Services communicated with Hamilton Police Services (HPS) in November 2022, and HPS confirmed that with regards to the Rapid Intervention Support Team (RIST) and HATS, there will be no additional police resources dedicated to HATS. HPS indicated that if RIST is supporting clients at the site, they will continue to support them and that there may be proactive visits in a supportive role, however nothing enforcement related.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

The interim response actions proposed by the HATS group represent a strong community desire to explore practical solutions to support the ongoing needs of unhoused residents living encamped in Hamilton. As Housing Services implements key actions to support implementation of a phased transition plan for the homeless serving system, including emergency supports, the HATS project has the potential to provide an additional base layer of support over a temporary period to unsheltered populations who may face barriers to accessing the current interventions within this system.

Critical to the recommendation to provisionally support the HATS proposal for the period between 2023 to 2024, pending a review of efficacy at 6- and 12-months, is the expectation that staff work with HATS to identify and outline specific measurable performance metrics, standards and outcomes as a condition of temporary funding. At minimum, quantitative and qualitative approaches should examine safety and well-being for unsheltered residents, progress toward as well as consistent exits into safe permanent housing. People with lived expertise of unsheltered homelessness should be the key focus of evaluation efforts and should continue to inform further adaptations and interventions in housing and homelessness services and identified solutions should be evidence-based and informed by intersectional, culturally safe and trauma-informed approaches.

Additional practical items to consider and address immediately and throughout the design and implementation of the HATS proposal should it go forward include:

- clear identification of admission and selection criteria, with a prioritization of chronically unsheltered individuals who face barriers to accessing the current homeless serving system;

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- a recognition of the systemic over-representation of Indigenous persons experiencing homelessness and the need to prioritize autonomy and self-determination, with connections to housing and supports that are culturally appropriate, rooted in the spirit and actions of reconciliation;
- gender based analysis to inform accessibility, safety and supports for women, trans-feminine, trans-masculine and non-binary adults;
- identification of an overall safety and well-being site plan for HATS residents, staff (on- and off site) and the neighbouring community, including but not limited to an assessment of risk and safety factors linked to human trafficking, weapons and fire;
- explicit reference of and commitment to addressing diversity and inclusion considerations and implications on support structure, implementation and operation as to consistently explore who may be impacted (i.e. considerations around gender, gender identity and expression, race, ability, sexual orientation, immigration status, socioeconomic status, etc.), how they are impacted and why.

As outlined above, the intervention proposed by HATS should remain time limited, prompting collective action to seek out and implement permanent housing solutions through a whole-of-community approach to support person-centred solutions for unsheltered residents.

Lastly, it is important to recognize that in the long-term, emergency based ‘tiny cabins’ should not be viewed as a permanent solution to addressing issues related to permanent housing. If resources are disproportionately directed at emergency interventions over time without additional investment in and focus on permanent housing solutions, temporary emergency responses may become more permanently entrenched within our system. As such it is critical that we continue to practically pursue housing-focused interventions, grounded in a Housing First philosophy and a rights-based approach to housing.

Alignment with Housing Services Strategic Priorities

Housing Services will continue to engage with HATS to gather important information and context related to the proposed project to address practical considerations and concerns related to health and safety, equity and inclusion, alignment with a Housing First philosophy, and connections to permanent housing solutions. Recommendations and decisions proposed by Housing Services continue to be rooted in the goal of ensuring safe, dignified and secure permanent housing solutions for all Hamiltonians, and as such, temporary and conditional support for the HATS initiative allows for an assessment period to practically explore a clear demonstration of connectivity with departmental goals and strategies.

We remain committed to adapting the emergency system to enable flexibility to meet ongoing needs where possible, while also enhancing prevention, diversion and

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permanent housing placement supports. Ongoing policy and planning considerations related to conditional support of HATS will be assessed through an analysis of alignment with Divisional responsibilities and commitments through agreements such as the Federal Reaching Home Program and the Provincial Homelessness Prevention Program, as well as Hamilton's Housing and Homelessness Action Plan (HHAP) and Coming Together to End Homelessness: Systems Planning Framework.

The HHAP, updated in 2020 following extensive community consultation and review, identified shared core values that guide Housing Services and will assist in determining strategic policy alignment through the implementation of the HATS proposal, including:

- rights based and anti-discrimination: efforts must acknowledge inequalities related to racism, oppression and discrimination and intentionally work to eliminate them;
- person-centred supports: people are supported in ways that make sense for their unique circumstances and their economic, cultural and gendered realities;
- risk and protective factors: successful community responses to homelessness and housing insecurity work to increase the protective factors and decrease the risk factors in people's lives;
- evidence based, measurable and impact-driven: people in our community deserve housing and homelessness responses that are based on intentional planning and good evidence and that have measurable positive impacts and outcomes;
- efficient and effective use of community resources: human and financial resources spent to address housing and homelessness are investments in our community that reduce public costs in other areas;
- integrated and comprehensive community planning: to ensure integrated planning is authentic, transparency and communication must be at the core of our work; and,
- place and neighbourhoods: place matters. People will exercise choice over where they live. A full range of quality housing options contributes to neighbourhoods that are healthier and more dynamic. Healthy neighbourhoods are also a place where community and less formal supports can flourish and support people to feel connected and included in all elements of civic life.

Additional considerations for continuation of funding or support throughout the proposed period between 2022 to 2024 should continue to be assessed through the lens of the core values listed above, as well as through accountability and business processes in line with Divisional benchmarking that outline clear and transparent evaluation metrics aligned with achieving measurable outcomes in reducing homelessness.

Next Steps

Housing Services Division is currently in the process of updating Standards for the Emergency Shelter System, working closely with shelter operators and people with lived expertise. Consultations are ongoing until the end of 2022, with updated Standards expected in February 2023. Also, as a part of this process is a review of the size of the emergency system, including analysis of shelter built-form and related best-practice.

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.

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Emergency sheltering remains one component of a well-functioning, integrated system of care for people experiencing homelessness, and investments in housing placement support would ideally occur in a 4:1 ratio alongside investment in emergency shelter. Hamilton's current emergency shelter system remains a vital resource for unhoused residents in Hamilton (from October 2021 through October 2022, 3044 unique individuals accessed the shelter system) and offers extensive support for meeting basic needs, case management supports to build and work towards housing goals, and connections to a range of health and community services.

Recognizing the impacts of trauma on individuals, families and communities and the complex mental health, addictions, and system involvement background of many individuals at risk of or experiencing homelessness, there remains a critical and persistent need to support those experiencing chronic homelessness with complex needs through a permanent supportive housing intervention, combining housing, intensive case management and clinical health services. Staff continue to explore strategies and actions to address persistent mental health and addictions issues for those seeking emergency shelter and housing supports, while also continuing to advocate for additional investments from other levels of government to adequately support those with complex needs in our community.

ALTERNATIVES FOR CONSIDERATION

Should Council wish to invest in Hamilton's homelessness serving system in other ways, alternative interventions for a similar annual investment of \$100 K could include one of:

- housing loss prevention and housing placement support, including: first or last month's rent, rental or utility arrears for approximately 90 singles, 55 families or 25 couples at risk of, or experiencing homelessness, including Indigenous community members supported directly by Indigenous service providers. These households may otherwise need emergency shelter;
- portable housing allowances of \$350/month for approximately 23 households to secure permanent housing, with support from existing Intensive Case Management and Rapid Re-housing programs to maintain their tenancy; or,
- continued funding to support access to health, mental health or addictions support essential to maintain housing for a minimum of 15-20 clients of Intensive Case Management and Rapid Re-housing programs.

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.

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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(a): Updated HATS Report to City of Hamilton



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PURPOSE OF THIS DOCUMENT & OVERVIEW

This report responds to questions asked of the Hamilton Alliance for Tiny Shelters (HATS) organization by City Council and staff.

It also serves as a follow-up document to the several requests made to the City to secure approval for foundational and subsequent annual funding for our Hamilton Tiny Shelters program.

ORGANIZATIONAL DETAILS & GOVERNANCE

HATS is an incorporated non-profit organization (1379127-1) and the Social Planning and Research Council of Hamilton acts as our charitable partner and financial administrator of our funds.

Our Program:

- Provides an effective, rapid and low-cost crisis response to the homelessness crisis
- Moves unsheltered people from dangerous conditions on the streets into a safer and more supportive place
- Offers protection from the environment, adequate access to hygiene and sanitation facilities, their own space, and a connection to services and healthcare that helps them along a path to stable housing.

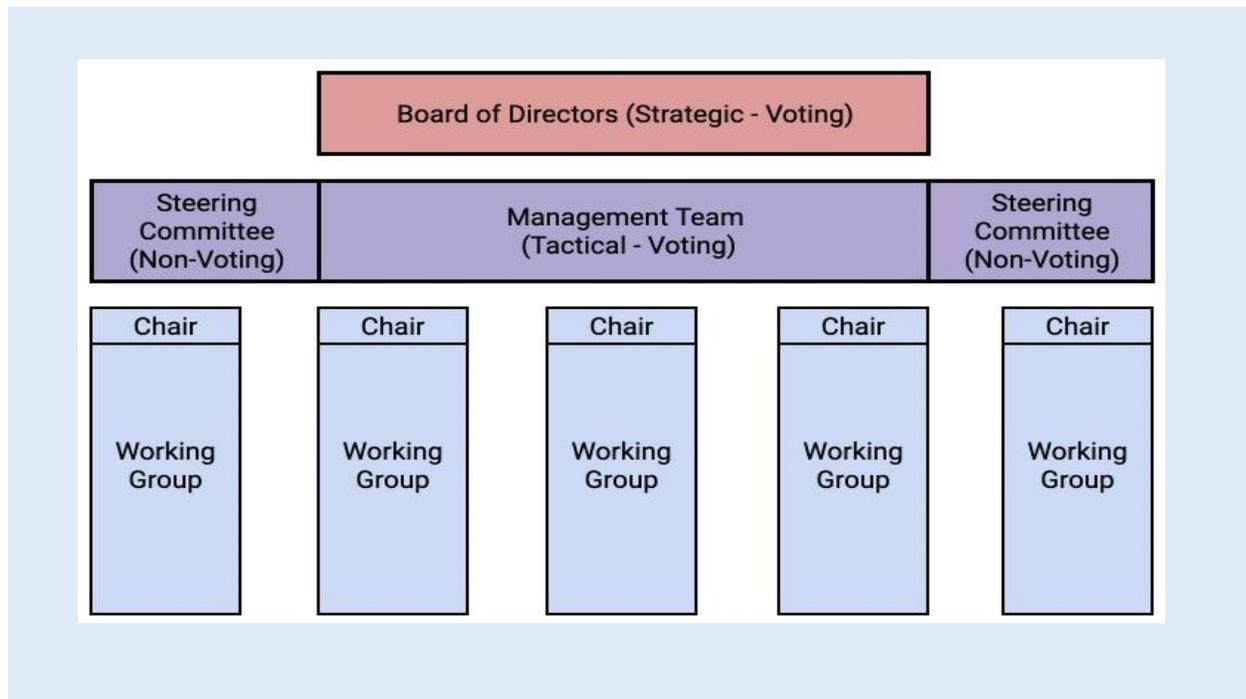
Our Organization’s Board members are:

Julia Kollek (President); Tom Cooper (Secretary); and Dan Bednis (Treasurer).

Our Governance structure in relation to decision-making, strategic planning, and tactical execution is as follows:



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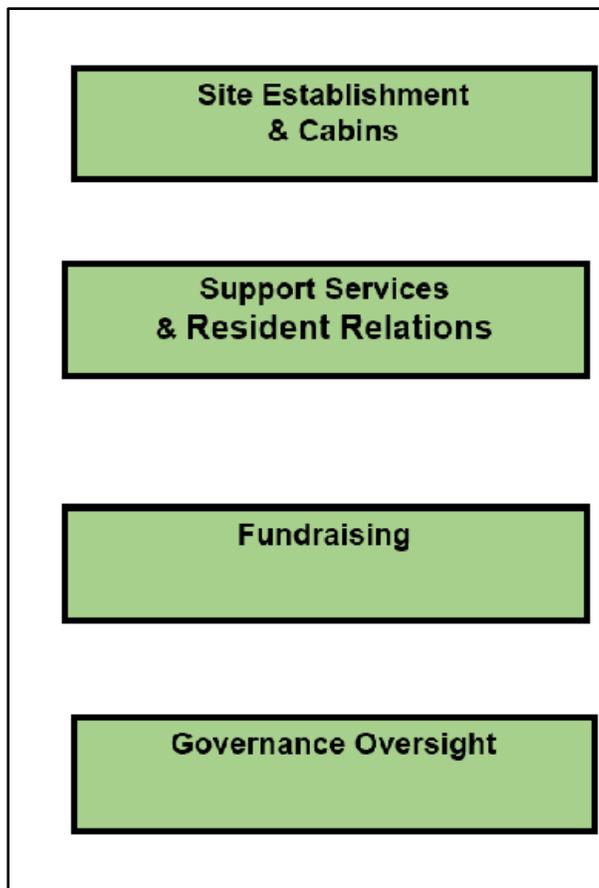
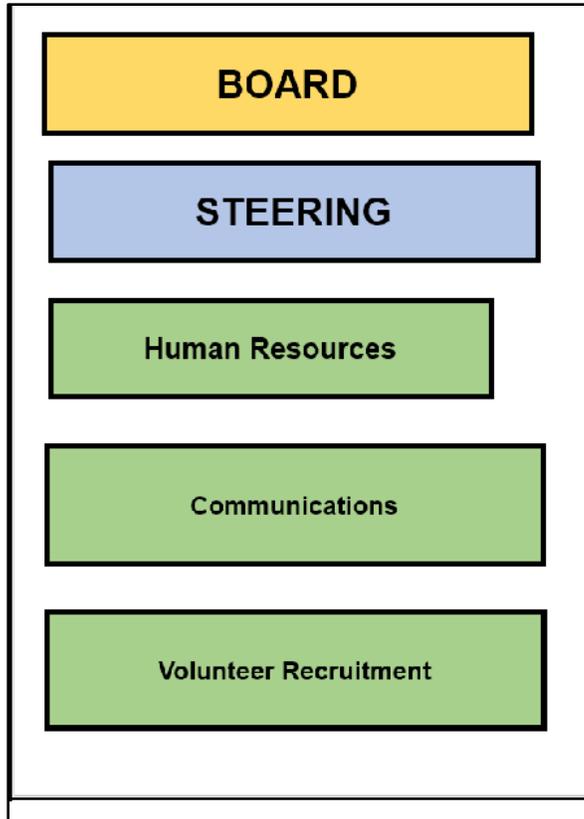
Committees within our leadership teams are responsible for the various aspects of this project, that cover a range of complex and inter-related components necessary to meet the program’s responsibilities – and to ensure the smooth running of the program once up and running.

Our Leadership Team works within the parameters of the following overall governmental structure:



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Members of our Leadership Team are as follows:

Bev Bednis, BA and M.Ed: HATS Volunteer Co-ordinator: Retired elementary school teacher of 35 years: Chair of Flamborough food bank.

Dan Bednis, Chair HATS Governance Committee: Electronics technologist: 24 years in senior management at BELL: 15 years in Management Consulting: 11 years in Real Estate: Member of Carlisle Optimist Club for youth initiatives.

Tom Cooper – Treasurer, HATS: Director, Hamilton Roundtable for Poverty Reduction: former columnist, Hamilton Spectator.

Stephanie Cox - Lawyer, Hamilton Community Legal Clinic

Tony D'Amato Stortz - - Consultant to HATS: Site Superintendent at KW's Better Tent City: founder of BetterStreet, working with communities to improve the lives of those experiencing homelessness.

Ed Fothergill – President, Fothergill Planning & Development Inc: former President, Hamilton Chamber of Commerce: elder at Chedoke Presbyterian Church.

Sheryl Green - Program Manager for the Housing & Homelessness Supports and Services Department at the Hamilton Regional Indian Centre (HRIC).

Bill Johnston – Affordable Housing Team, First Unitarian Church of Hamilton: a former City hall reporter and an editor at the Hamilton Spectator.

Julia Kollek – President, HATS: Academic Editor: Community Activist, and Organizer: founder, Kehila Heschel School.

Kim Martin – Executive Director, Social Planning and Research Council of Hamilton.

Wade Poziomka - Human Rights and Employment Lawyer, Ross & McBride: Past Chair of the Ontario Bar Association's Constitutional, Civil Liberties and Human Rights Section and sits on the executive of the Canadian Bar Association's Constitutional and Human Rights Section.

Art Samson – former school Principal, teacher and football coach: Catholic school board trustee, Town of Dundas Councillor, Hamilton City Councillor: supporter of



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Routes Youth Centre and the Dundas Junior Hockey Club.

Don Seymour - Executive Director, Wesley Urban Ministries

Ted Van Egdome: Chair HATS Fundraising Committee: Senior Vice President Operations, EcoSynthetix Inc: Member, Capital Campaign Board, Youth Unlimited GTA.

SITE LOCATION

HATS has secured the use of a privately-owned lot, located at 647 Barton St East in Hamilton. We have consulted on several occasions with Ward 3 Councillor Nann, and conducted the following neighbourhood outreach events:

1) Mon/Tues Nov 14th & Nov 15th

Letter drop to neighbours within 240m of the site
(double the radius generally used for planning proposals)

2) Mon/Tues Nov 14th & Nov 15th

In-person meeting with key community members (incl BIA & nearby businesses)

3) Thurs Nov 17th

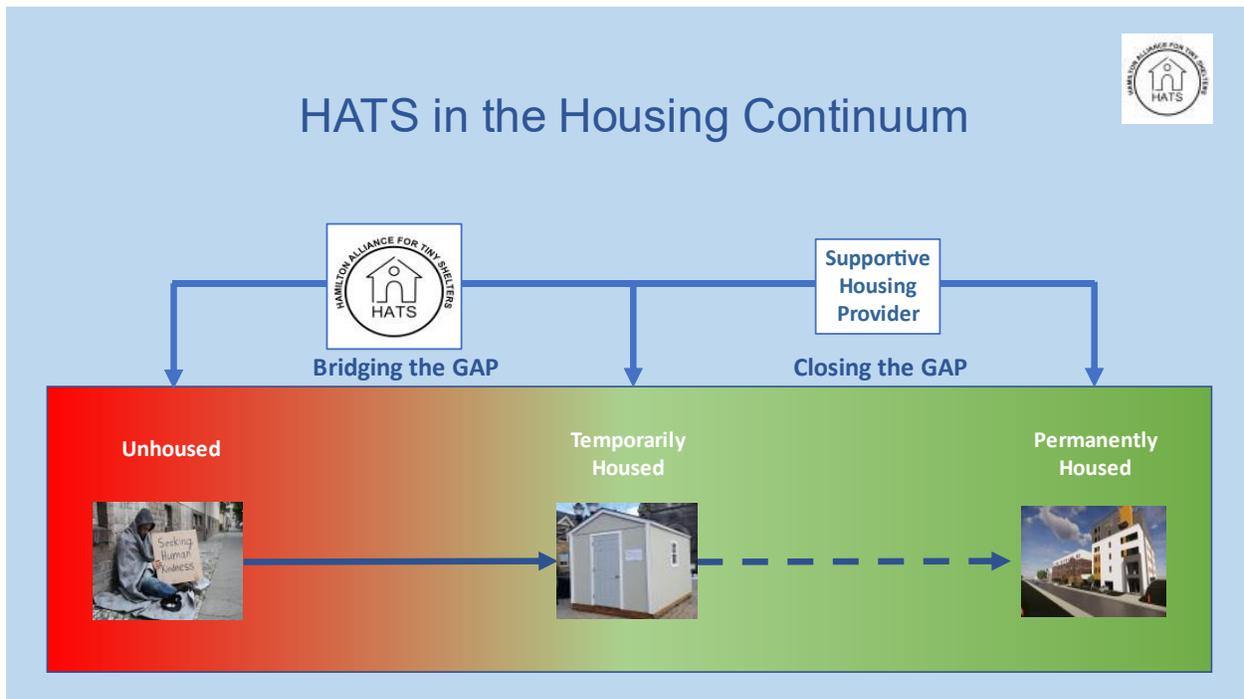
Two community meetings (sessions in the afternoon & evening) with our presentation also available on our website

4) Friday Nov 18th - Media Conference with Launch Announcement

WHERE DOES HATS FIT IN THE CITY OF HAMILTON’S HOUSING & HOMELESSNESS ACTION PLAN?

HATS offers a practical, rights-based solution to bridge the gap in the continuum towards permanent housing; the program aligns with the City’s Systems Planning Framework and roadmap to end chronic homelessness by 2025.

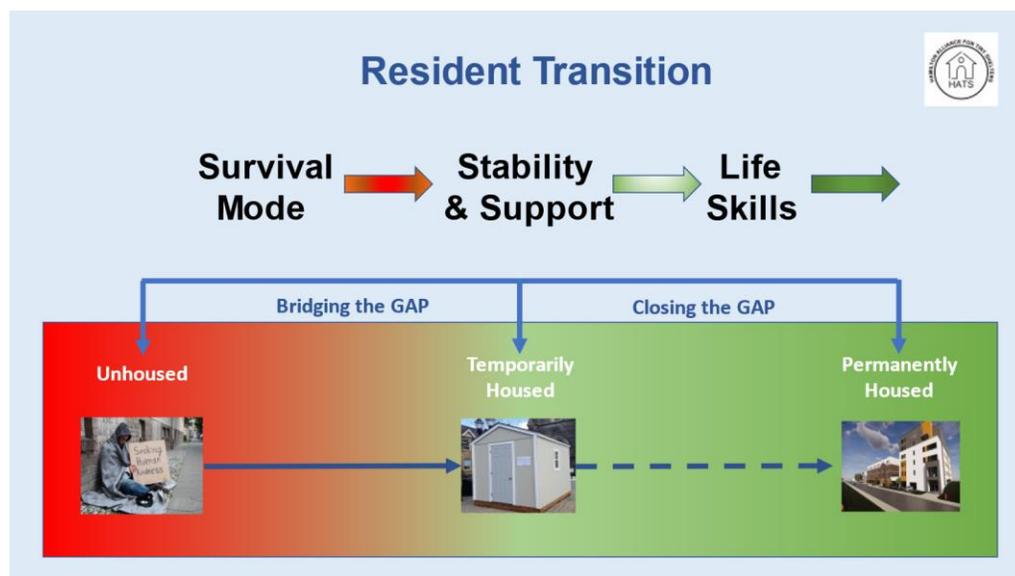
Our Leadership Team has worked extensively to set a path to success by consulting with those experiencing homelessness, as well as bringing together essential and diverse social support organizations.



DESIRED OUTCOMES

The goal of our program is to provide safety, health support and stability to help prepare those living unsheltered or in encampments to be housing-ready. The program acts as a stepping stone that increases the odds of successfully transitioning HATS residents to permanent housing.

Supportive housing organizations attest that taking someone straight from life on the street into a communal housing setting presents a difficult transition for the resident – as well as challenges for staff. We provide the additional opportunity for residents to access educational programs, as well as to revisit their work skills.





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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 some privacy in “place of their own”
5. Residents have regular access to healthcare
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 have the opportunity to develop leadership and life skills
9. Residents indicate satisfaction with HATS program
10. Residents have opportunities to enhance their work-ready skills
11. Residents feel a greater sense of personal autonomy

FINANCES

DESCRIBE THE COMMUNITY’S CONTRIBUTION OF DONATIONS RECEIVED

Hats began fundraising in earnest in May of this year, and to date, has raised more than \$130,000. These funds are composed of donations from:

The United Way of Hamilton-Halton
 Family funds held by the Hamilton Community Foundation
 Fund held by the Oakville Community Foundation
 Unions
 Downtown Hamilton Rotary Club
 Faith organizations
 Local companies
 Individuals
 Fundraisers organized by our volunteers



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CITY FUNDS & RESOURCES

Transitional housing programs such as ours have been established across North America. Here is the extent to which those in Ccanada are funded by their municipalities:

Canadian Communities Funded By Their Municipalities

City	City Population	# Tiny Homes	Land City owned/arranged	Municipal Funding	% Contribution
ON - London York & Elizabeth sites	422,000	30+30	Yes	\$2,300,000	100%
ON - London Fanshawe & Parkwood sites		29+28	Yes	\$1,190,000	100%
ON - Kingston	132,000	20	Yes	\$407,000	40%
ON - Kitchener	576,000	42	Yes	\$337,000	55% Cap./22% Oper
BC - Duncan St. Julien	5,000	12	Yes	Majority	Majority
BC - Duncan The Mound	“	24	Yes	Majority	Majority
BC - Duncan Trunk Rd.	“	34	Yes	\$2,500,000	100%
BC - Alberni	18,259	30	Yes	\$140,000	Budget N/A
BC - Victoria	92,000	30	Yes	\$526,500	Budget N/A
BC - Vancouver	662,000	10	Yes	\$1,500,000	100%

We have currently raised more than \$130,000 from the community, and our request is for \$300,000 (\$100,000 spread over 3 years), beginning in 2022-2023.

Our Budget Summary is as follows:



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3 Year Budget

November 21, 2022

	YEAR 1 10 Homes	YEAR 2	YEAR 3 20 Homes New Site	3-YR CUMULATIVE
REVENUE (incl. City funds)	\$358,000	\$253,000	\$353,000	\$964,000
EXPENSES	\$395,000	\$267,000	\$362,000	\$1,024,000
TOTAL (- DEFICIT)	-\$37,000	-\$14,000	-\$8,000	
CITY FUNDS REQUEST	\$100,000	\$100,000	\$100,000	\$300,000
REVENUE TO DATE	\$138,926			

REVENUE: United Way, Community Foundation Funds, Rotary Clubs, Unions, Private & Corporate Donors

In-Kind Donations: Extensive hours by Volunteers, Board Members, Leadership Team & Support Partners

EXPENSES include: 24/7 Staffing, Homes, Communal Units, Security Measures, Site Setup & Maintenance

1) What will City funding, if provided, be used for?

One key strategy of the Housing and Homelessness Action Plan is:

“To provide funding to non-profit organizations and social housing providers to support feasibility and pre-development work for affordable rental projects, enabling them to qualify for the CMHC Co-Investment Fund and other available Federal or Provincial funding.”

As a non-profit organization - with a mission to provide temporary supportive housing to those experiencing homelessness - HATS falls under the category mentioned above.

Council’s portion would go towards the cost of operationalizing the site, including staffing, neighbourhood safety measures and protocols, that are required to ensure a safe environment for all.

2) Who will be Managing the Operations of the Program?

a) HATS will be hiring 2 site managers and security personnel to ensure 24/7 site coverage



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b) Don Seymour, Executive Director of Wesley Urban Ministries heads our Operations Advisory and HR Committee. Wesley has committed its operational expertise including:

- 2 Staff (a Case Manager & Recreational Therapist)
- Provision of meals daily to residents on the site
- All staff will be following Wesley’s policies and protocols

c) Social Planning and Research Council of Hamilton (SPRC) is providing governance over our finances.

d) The Hamilton Community Legal Clinic provides legal advice to ensure that practices and policies adhere to the Ontario Human Rights Code, amongst other laws.

e) In addition, the Fire, EMS, Police departments, and the range of Social Navigator programs have offered their services in a supportive role to the management of operations.

3) How can council be sure that once that City money is spent, there's a plan for the funds to continue the operation?

Whenever we meet with prospective premiere donors and granting organizations, they always ask if the City is a committed partner that’s prepared to provide significant financial support for our initiative.

There is the acknowledgement that the City of Hamilton has an important interest in finding creative and humanitarian solutions to deal with the growing crisis of people living rough on our streets.

Our hope is for our program to be only a 2-3 year venture. This is determined, in large part, by the level of available affordable and supported housing, and assuming the City fulfills its Homelessness Ending Strategy, which is set to eradicate homelessness by 2025.

Our program saves lives. It is humanistic and provides economic value. We request that the City provide funding for this evidence-based intervention to keep a number of vulnerable Hamiltonians in a healthier, safer and more secure environment.

4) Are there ways City staff will be involved? Are you asking for City Staff to be involved in any way? Do you need support or partnership from any of the City divisions? This is important



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As a program, we’re looking to engage in a partnership that works towards the common goal of finding safe, warm shelter for those sleeping on our streets, until more permanent accommodation becomes available.

In terms of our Residents, they will be accessing City services like any other citizen, with the same social services required as if they were unsheltered, but in a far more efficient manner.

City Services Likely Requiring Access

- Social Services – through case worker
- Police Services
- Fire Services – collaboration
- Ambulance – EMS paramedic
- Arts and Culture – a grant would be welcomed!
- Electric Utilities – hookup
- Library Services
- Public Transit – transit passes would be welcomed

Homelessness is expensive and a significant burden on taxpayers and municipalities.

In conversation with front-line services (Police, Fire and EMS), we understand that an inordinate amount of their time is currently spent with incidents involving those who are unhoused. This has put a great strain on both their financial and staffing resources.

SITE SAFETY

What are the security arrangements?

Now that our Neighbourhood Outreach Plan has taken place, and the location of our site publicly announced, Staff Sgt David McKenzie will conduct a site-specific Crime Prevention Through Environment Design plan for us.

During business hours it is anticipated that Social Navigator Staff would be regular visitors to the site. The Police department has supported the plan to have a security guard at the site during the evening. The site will also be of special attention for the beat



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officer, and officers would patrol the area when they have time available. The site is located on a corner of Barton Street that is regularly travelled by police officers during their tour of duty.

At our meeting with the Hamilton Police Department’s Rapid Intervention Support Team (RIST), the following recommendations were made and adopted by HATS:

- Install mesh-like fencing around the entire property in order to allow for clear visibility by officers who would be on regular community patrol;
- Install strategically-placed lighting;
- Install strategically-placed video cameras:
 - 2 on building West side
 - 1 on north side on washroom trailer
 - 1 at the SE corner

In addition to daytime staffing, HATS plans to hire non-uniformed security guards who will be on-site every evening from 6pm to 6am.

If Residents need support, individuals trained in outreach and de-escalation techniques would handle the situation. Our team has been present at The Hub where a guest became upset and experienced an episode. The situation was quickly and successfully diffused.

The Hub confirmed they have two trained mediators with expertise in Restorative Justice who will be available to the HATS community for conflict resolution. We also intend to build leadership capacity among the Residents.

In the event of an extreme crisis incident, the police services, EMS and the fire services acknowledge we’ll be calling 911, like any other citizen.

POLICE SERVICES SUPPORT

If the police approved a dedicated Social Navigator (SN) for this site, that would be helpful (in satisfying council concerns).

In our meeting with Sgt. Pete Wiesner and Staff Sgt Dave McKenzie, we learned that a range of units (aside from SNs) have been set up and are available to our site. The units are as follows:

Social Navigator –This unit has 5 officers assigned, in part, to help clients navigate the myriad of social support services available to those in need. These officers are



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accompanied by a nurse or mental health worker. These teams cover the entire City, and it would not be feasible nor necessary for them to dedicate their resources to the 10 Residents on our site.

COAST – Crisis Outreach and Support Team: This has 2 non-uniformed police officers assigned to it, working with our mutual clients in a *pro-active* manner for generally non-life-threatening situations.

MRRT – Mobile Rapid Response Team: This unit has 8 officers assigned. They generally respond to serious, often life-threatening situations. It is viewed as more of a *reactive* service as compared to COAST.

Crisis Response Unit – This is basically the coming together of the **COAST**, **MRRT** and **Social Navigator** units to better serve those experiencing a mental health crisis, whether immediate or long term.

In addition to the above, the Police Service has stepped up by establishing the **Rapid Intervention Support Team (RIST)**. This has brought together many other essential support organizations involving a total of approximately 18 resources (excluding supervisory personnel) as follows:

HRIC – Hamilton Regional Indian Centre serving the needs of the indigenous community has provided 1 resource;

Interval House – serving the emergency needs of woman has provided 1 resource;

YMCA –focused on the youth has 1 representative at the table;

Wesley – has provided 2 resources;

John Howard Society – has provided 1 resource pertaining to guidance on court/legal matters;

St. Joseph Hospital – has 1 medical staff person focusing primarily on providing addiction services;

CAMH – has 1 staff member providing mental health support services;

EMS – have 4 paramedics assigned.

FIRE SAFETY

1. Is there adequate access for the Fire Department and EMS?

The Fire Department is creating a site-specific Fire Safety Plan for us, and noted that the lot has a fire hydrant at its south-east corner.



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The Chiefs of Police, Fire Department and EMS have told us they have adequate access from Barton Street and Earl Street, and personnel would access the site on foot, not by vehicle. This is no different an approach than that used when accessing a typical building-sized lot, which is a very small, measuring only 52’ by 132’.

2. What separation between cabins is required by the fire department?

Pete deBoer, Chief Fire Prevention Officer, is working with us to prepare a custom Site Safety Plan, which includes consulting with the City’s Building Department on the required separation between the cabins.

3. Are there fire department rules about the ways stored things could interfere with fighting a fire?

Fire Chief Cunliffe recommended metal, lockable storage bins be situated at the rear of each home for Residents to store their belongings. This will also help to curtail hoarding. We have incorporated the bins in our current site design (see blue bins in site plan below).

SITE MANAGEMENT

INSURANCE

HATS has secured the following insurance coverage

Directors & Officers Liability
Property & General Liability
Accident
Liability
Cyber Guard.

PROGRAM ROLLOUT

Describe how you will be providing for showers, toilets, kitchen, cooking etc.

We have secured a washroom trailer and our budget includes a kitchen and communal meeting room trailer (see site plan below).



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How frequently will the sewage be removed from the site? That could be a concern for residential neighbours.

Sewage will be removed on a weekly schedule or as required by the system capacity. Residents will be responsible on a daily basis for keeping the washrooms clean.

What Timeline Are You Planning For?

Rollout Schedule

	Initiate Controlled Rollout Dec. 9 2022	Secure Equipment & Resources Jan 4 2023	Operationalize Site Jan 11 2023
CONSTRUCTION	<ul style="list-style-type: none"> - Secure sufficient funding 	<ul style="list-style-type: none"> - Place orders for Homes - Place orders for Communal Units 	<ul style="list-style-type: none"> - Place fully equipped Homes & hook up technical services - Place Communal Units & hook up technical services
SITE MANAGEMENT	<ul style="list-style-type: none"> - Secure Site Managers - Secure Security personnel - Social Support Services readied 	<ul style="list-style-type: none"> - Site Managers Orientation - Security personnel Orientation - Social Support Services Orientation 	<ul style="list-style-type: none"> Staff On-site
RESIDENT OCCUPANCY	<ul style="list-style-type: none"> - Applicants apply for Home 	<ul style="list-style-type: none"> - Interview & select applicants - Residents Orientation 	<ul style="list-style-type: none"> - Residents occupy Homes



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What will the expectations and rules be for the site?

Rules will be co-created with the Residents and support services representatives.

The responsibilities of the site community will include:

- a. Compliance with contractual agreement between Residents and HATS (Commitment Statements)

Note* The agreement to occupy a home meets the exemptions outlined in the Residential Tenancies Act, meaning that this Act does not apply. Residents sign a statement that clearly acknowledges that the RTA does not apply.

- b. That they will direct their Ontario Works or Ontario Disability Support Program shelter allowance portion to HATS.
- c. Our program is focused on building on the dignity of the individual, their belonging to a community and understanding their real needs.
- d. Residents are responsible for their own well-being, dignity and autonomy; HATS encourages values around being independent as well as being a part of a community.
- e. As full partners in our program, they understand there are rules and will sign an agreement before moving in.

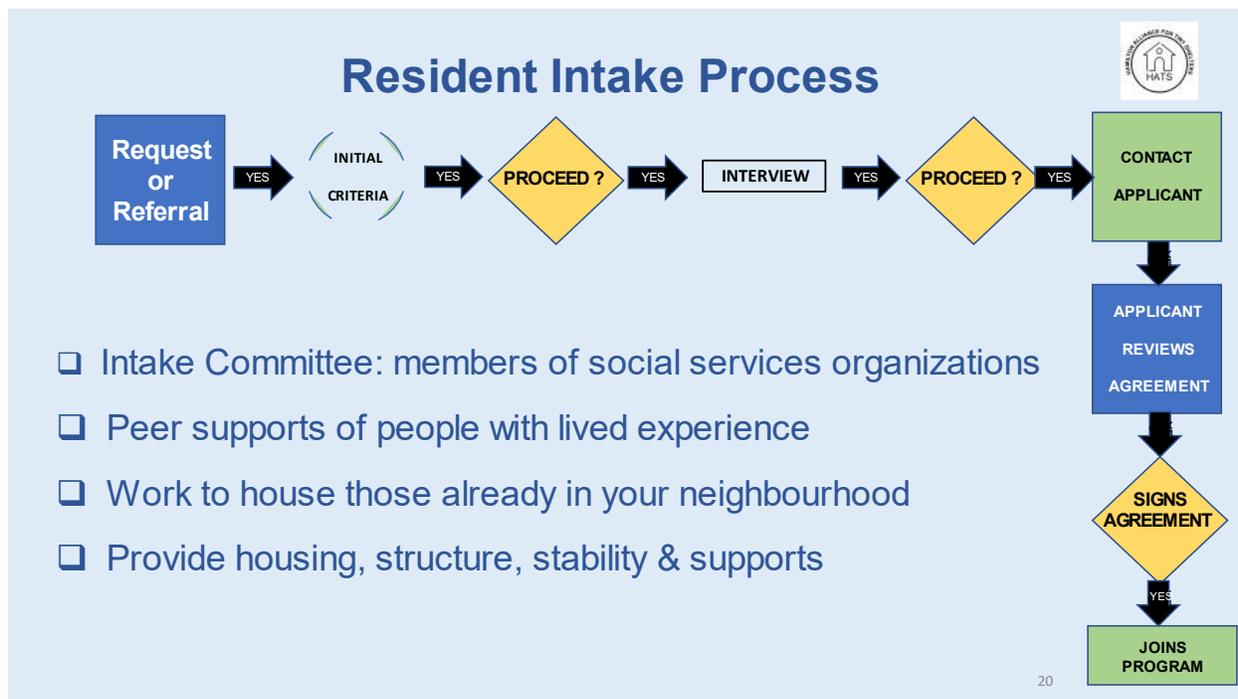
See Appendix A for the Draft Agreement (which is subject to Resident input).

How will you be selecting the Residents?

See intake process below.



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The program intake process and the decision on who will be a good fit for our program will be in consultation with front line service providers, who include:

RIST, the Hamilton Regional Indian Centre, The Hub, Wesley and The Shelter Health Network.

Prospective residents will need to meet the following eligibility:

- Unhoused, and not already living in one of the City's shelters.
- A proven inability to access the traditional shelter system, and
- One on one meeting with partnering support services to discuss and assess suitability.

How many Residents? 10 Residents

How long do we have the site? 18-24 months as the owner will be developing a structure on the site subject to approved City permit applications.

How long with Residents stay there?

As long as they respect the rules and guidelines, they can stay until permanent housing is available to them.



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How will we ensure the portable toilets and showers are for the Residents and that others are not using them?

Site and security staff will ensure only the community Residents use the washroom facilities. [The ideal situation would be for the City to set up public washrooms nearby.]

How do we ensure there are no tents on-site?

The entire site will be monitored by video cameras, enveloped with a safety fence that has only one entry point to the site. In addition, the site owner will obtain a Blanket No Trespass order. A No Trespassing Sign will be put up on the property. Police officers will be called in the event of any trespassers.

What happens if there is a complaint by neighbours?

Our core principles are:

- We want to have an open, transparent process
- We want to engage the neighbourhood
- We want to be good neighbours

Our Neighbourhood Outreach Plan and response protocol include:

- a) Steering Committee and volunteers will be trained on how to handle any difficult conversations that may arise, either at the doorstep when delivering flyers to announce our site, and subsequently, when the site is established.
- b) Letters given to the Residents and neighbourhood establishments will include an invitation to a community meeting, a HATS email, and a phone number for inquiries.
- c) A HATS hotline number on a separate phone will be set up as part of our Neighbourhood Outreach Plan. Neighbours will be able to text or call in any concerns to this hotline or to get additional information.

What is the structure of HATS - who receives the call?

- Site Management staff will receive any hotline calls during the normal work-week hours
 - Security staff will manage the hotline on evenings and weekends
- Complaints are logged confidentially on a file kept on the HATS Drive, and issues are responded to immediately.



Appendix “A” to Report HSC22015(a) Page 20 of 29

What volunteers does HATS have - roles and who is responsible for what?

We currently have 90+ Volunteers. Our Volunteer Coordinator (VC) has connected with each one. All Volunteers must complete an intake form, undergo an orientation session, and are required to apply for Police Checks.

Those who plan to volunteer on-site will be taken through an additional training course, and a staff person will always be on-site with them.

Particular skills or areas of interest are listed in a skills bank that enables our VC to quickly and easily identify who can help with any particular task.

In addition, our Volunteers have been invited to join our Working Groups as outlined earlier.

STAFFING & WRAP-AROUND SERVICES

1) Is a staff member staying on-site?

There will be 24/7 coverage on-site (see Appendix B below).

2) Which staff are supporting the site and in what ways?

The HATS Operation Team consists of the following:

- Case managers help the Residents navigate support services;
- Recreational Therapist enriches the well-being of the Residents;
- Site Managers work on the ground with our Residents, the Case Manager, Recreational Therapist, and with our Board of Directors, volunteers, and other staff to ensure the success of this tiny home community.

The Team’s role is to:

- Build trust and relationships with Residents on-site;
- Determine their needs;
- Provide conflict resolution, de-escalation, and support services to Residents;
- Ensure a clean and stable site by engaging in basic construction, maintenance, cleaning, and site management;



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- Liaise with the HATS Board and community partners to ensure necessary services and policies are in place;
- Provide direction, supervision, and goal-setting for volunteer crews on site;
- Coordinate access for Residents to on-site as well as off-site programs and services;
- Act as a point-of-contact on-site for volunteers, community members, and partner agencies;
- Help protect Residents from exploitative and dangerous situations;
- Problem-solve, work with Residents, program and community resources.

3) Is there one Case Manager for all Residents?

Many of these individuals already have a Case Manager provided by another organization, in which case there would be no need to duplicate this service, or disrupt their current case management relationships.

Case Managers from Wesley will be available on-site to Residents who need help.

4) Who is providing the staff? And how are staff to be funded?

Wesley is providing and will pay for 1.5 full-time equivalent staff (an in-kind value of \$36K). In addition, Wesley will be donating the remaining 0.5FTE (\$24K) to HATS to be put towards our other staffing costs.

As per our budget, HATS will be providing 2FTE Site Managers and night-time security staff.

5) If staff don't show up, what happens?

We have budgeted for the cost of back-up measures by having a staff member on call/backup.

6) Which partners are contributing what? Who is actually committed to providing services, of what kind and how much of that service are they committed to?



Appendix “A” to Report HSC22015(a)
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The following community partners are providing support:

Service	Agency	Mobile to site and/or off-site
<p>1. Case Managers – System Navigation and Support x 2</p> <ul style="list-style-type: none"> • System navigation: OW/ODSP/Housing referrals/coordinating and attending appointments/soft referrals to services required by HATS member • Lend support to respond issues as they arise • Overdose response trained 	<p>The Hub: “Our team works closely with physicians, social work, nurses, housing and shelter workers, police, public health officials, and community organizations to develop comprehensive housing and/or addictions plans for our clients”</p>	<p>On-site on a routine basis, responding to issues and concerns on an additional ad hoc basis 24 hours a day, with reasonable response time. On-site/mobile.</p>
<p>2. Assertive Outreach Intensive Case Manager x 2</p> <p>Description of role in Part B above</p>	<p>Wesley Urban Ministries & Hamilton Alliance for Tiny Shelters (HATS) Intervention and Support Team</p>	<p>Wesley has committed to hiring one staff person specifically to provide case management support, plus a 0.5FTE recreational therapist to the HATS community. They will be on-site & mobile.</p>
<p>3. Site Safety planning, Health checks, healthcare-focussed response</p>	<p>RIST & other SN Programs</p>	<p>On-site as needed</p>
<p>4. Medical outreach – basic medical care – overdose response</p>	<p>EMS</p>	<p>On-site as needed</p>
<p>5. Regular Health Checks</p>	<p>EMS</p>	<p>Regular Bi-weekly clinic held on-site</p>



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Service	Agency	Mobile to site and/or off-site
6. Medical outreach – Overdose response	The Shelter Health Network (SHN) & the Hub partnership	SHN operates out of the HUB and HATS Residents can attend the HUB to access the treating physicians, just as unhoused persons currently do. Mobile support to the site will be provided on a case-by-case basis.
7. Harm Reduction Supplies on-site	The Hub and Aids Network will deliver and maintain stock	Supplies delivered on-site
8. Indigenous Supports	Hamilton Regional Indian Centre (HRIC) Hamilton Community Legal Clinic	Scheduled visits by mobile outreach program, providing soup, hygiene products etc. for all on-site and cultural support for Indigenous Residents in particular Extension of services on-site and consultation
9. Daily Meal Delivery	Wesley Urban Ministries	Delivery to site
10. Mental Health Outreach	CMHA	Routine weekly site visits to be arranged



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Service	Agency	Mobile to site and/or off-site
11. Violence/Conflict	The Hub – Liz (licensed community mediator) On-site and as-needed basis Social Navigators/Police if needed Streamlined process to site on an as-needed basis	
12. Two On-site staff: Daily operations and logistics Resident relations Referrals and coordination with support services Emergency response Conflict response Enforcement of rules Working in collaboration with case managers from Wesley	HATS employees	On-site staff employed by HATS and/or partner(s)

APPENDIX A: DRAFT RESIDENTS’ AGREEMENT

Hamilton Alliance for Tiny Shelters (HATS) Makes These Commitments:

1. We provide a safe place for previously unsheltered people to be. It is our goal to help people transition to (permanent) housing.
2. We foster a community of people built on respect.
3. We provide a home for each Resident. Each home will be equipped with two locks; Residents are responsible for replacing locks should they be broken or lost.
4. We provide sanitation facilities.
5. We encourage community partners to provide food, health care including addictions and mental health counselling and treatment, as well as harm reduction support.
6. We encourage site community volunteers to support and improve the quality of life at HATS.
7. We will provide a stipend for extra chores completed.
8. Pets are allowed, but must not adversely affect other residences or the shared communal spaces.



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9. We will strive to continuously improve the conditions, environment and operations so that this program is the best it can be for its Residents.

As a Resident of HATS, I Make These Commitments:

10. I will respect the other Residents of HATS.
11. I will respect the buildings and property where we live.
12. I will respect the site coordinators, and support their efforts to maintain a safe and caring community.
13. I will respect the neighbouring properties and will not trespass.
14. I will work together with the other Residents to help to manage our community.
15. I understand that everyone has a role to play, to look after each other, and to keep the buildings and property clean and orderly. Appropriate volunteer roles (“core community support”) of approximately 3 hours per week will be assigned.
16. I will transfer my monthly OW or ODSP shelter allowance to support the operations of HATS. If I am not in receipt of OW or ODSP, I will initiate the OW application process within a week of arriving at HATS.
17. I agree to allow HATS to collect my personal information in regard to shelter allowance for this housing and disclose this information to other support organizations, as applicable. Personal information is collected in accordance with the Personal Information Protection & Electronic Documents Act. Only relevant information will be shared with other support organizations.
18. I understand that withdrawing my shelter allowance will require a conversation with myself, the Site Managers and OW/ODSP staff to confirm I have permanently left the property.
19. I understand that my information will be recorded in the Homeless Individuals and Families Information System (HIFIS) secure database. This database is used by Service Providers within the City of Hamilton system for the purpose of accessing services to help me find and keep a home.
20. I will not sub-let the home I have been assigned, nor will I let friends stay over for more than one week. Guests may not make HATS their primary residence without being approved and brought into the program and agreeing to all the terms outlined in this document.
21. I commit to staying safe and keeping other Residents and volunteers safe from COVID-19, by wearing a mask over my nose and mouth in all indoor shared spaces at all times during a pandemic outbreak, frequent hand washing, and staying 2 metres (6 feet) away from others.
22. I agree to dispose of any needles or sharps in a yellow Sharps Container.



Appendix “A” to Report HSC22015(a)
Page 26 of 29

23. I agree that HATS, staff, and partner organizations are not responsible for damages to the tiny home in which I reside or property inside it during the move.
24. I acknowledge the use of drugs is not endorsed by HATS, however, if use is necessary, it will not be tolerated outside the home, i.e., in the communal areas.
25. Dealing of drugs will not be tolerated on-site.

Together the Residents and HATS Make These Commitments:

25. We will establish a Site Community Council.
26. All Residents will be expected to participate (in varying degrees) in a Site Community Council that will work to improve operations at HATS and to restore relationships should conflict arise.
27. Consequences for inappropriate behaviour will include:
- 1-hour (take a walk)
 - Written warning
 - 24-hour restriction from shared space
 - Eviction (in the event of an eviction the HATS will make its best efforts to connect the evicted person to supports that will assist in finding an appropriate alternative accommodation).
28. Theft of any kind will result in consequences. Theft from a neighbour of HATS will result in eviction.
29. Violence will not be tolerated.
30. Threatening or persistent disruptive behaviour will not be tolerated.
31. No weapons are permitted. Knives, within reason, are permitted; however, if the use of a knife causes trouble, this privilege will be revoked.

By signing this document, I agree to the above noted commitments.

Signed, this _____ day of _____ 2022

Name & Signature

HATS Contact Name & Signature



APPENDIX B: WEEKLY ON-SITE STAFFING SCHEDULE PROVIDING 24-HR COVERAGE

2 FTE Site Managers (HATS)

1 FTE Case Manager (Wesley)

1 0.5 FTE Recreational Therapist (Wesley)

2 Night Security Personnel

Note:

Day shifts run from 6am-6pm; realistic schedule for those transitioning from street living.

Night shifts run from 6pm-6am

The schedule is below:

HATS – Daytime - On-Site Staffing Schedule Providing 24-hr Coverage

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
8:00 AM							
8:30 AM							
9:00 AM							
9:30 AM							
10:00 AM							
10:30 AM							
11:00 AM							
11:30 AM	Case Manager Site Manager	Case Manager Site Manager	Case Manager Site Manager	Case Manager Site Manager	Site Manager Case Manager	Site Manager	Site Manager
12:00 PM							
12:30 PM	Case Manager Rec Therapist	Site Manager Case Manager	Site Manager	Site Manager			
1:00 PM							
1:30 PM							
2:00 PM							
2:30 PM							
3:00 PM							
3:30 PM							
4:00 PM							
4:30 PM							
5:00 PM	Case Manager Site Manager	Case Manager Site Manager	Case Manager Site Manager	Case Manager Site Manager	Case Manager Site Manager	Site Manager	Site Manager
5:30 PM							
6:00 PM							

HATS – Night Time On-Site Staffing Schedule Providing 24-hr Coverage

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
6:30 PM							
7:00 PM							
7:30 PM							
8:00 PM	Overnight Security / Staffing						
8:30 PM							
9:00 PM							
9:30 PM							
10:00 PM							
10:30 PM							
11:00 PM							
11:30 PM							
12:00 AM							
12:30 AM							
1:00 AM							
1:30 AM							
2:00 AM	Overnight Security / Staffing						
2:30 AM							
3:00 AM							
3:30 AM							
4:00 AM							
4:30AM							
5:00AM							
5:30AM							
6:00AM							



CITY OF HAMILTON
HEALTHY AND SAFE COMMUNITIES DEPARTMENT
Housing Services Division

TO:	Chair and Members Emergency and Community Services Committee
COMMITTEE DATE:	January 19, 2023
SUBJECT/REPORT NO:	Hamilton Alliance for Tiny Shelters Site Options and Considerations (HSC22015(b)) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Michelle Baird (905) 546-2424 Ext. 4860
SUBMITTED BY:	Angela Burden General Manager Healthy and Safe Communities Department
SIGNATURE:	

RECOMMENDATION(S)

- (a) That staff be directed to review City-owned lands, including parks, based on the considerations identified in Appendix "A" to Report HSC22015(b), and identify a list of candidate properties for a Tiny Shelter development, and provide the candidate properties to HATS for their review and prioritization;
- (b) That staff report back to the Emergency and Community Services Committee (ECS) with respect to the top three most appropriate City-owned lands that generally address the considerations in Appendix "A" to Report HSC22015(b) and that have been identified as suitable by HATS;
- (c) That staff include in the report back the approach proposed by HATS for a HATS-led community engagement process with respect to any identified sites; and,
- (d) That should HATS identify any new privately-owned lands that have been not previously considered but are available for a Tiny Shelter development, that staff review them against the same considerations identified in Appendix "A" to Report HSC22015(b), and report back to the Emergency and Community Services Committee under the same process identified in (a), (b) and (c).

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: Hamilton Alliance for Tiny Shelters Site Options and Considerations
(HSC22015(b)) (City Wide) - Page 2 of 5**

EXECUTIVE SUMMARY

Staff from Planning and Economic Development Department and Housing Services Division have developed a list of considerations, outlined in Appendix “A” to Report HSC22015(b), in order to better assist in identifying location options for a potential Tiny Shelter site. These considerations may apply to both private and publicly-owned sites, and it is expected that prospective sites will address these considerations to varying degrees.

With it being unlikely that a “perfect” site is achievable for such an intervention, it is recommended that sites that best address the various considerations would be identified as the most appropriate, as opposed to a “pass/fail” approach, or a “weighted evaluation criteria” approach. As the immediate next step, it is recommended staff undertake a review of City-owned lands, including parks, based on the outlined considerations, to identify a narrowed-down list of candidate properties for a Tiny Shelter development. This list of candidate properties would then be provided to HATS for their review, and subsequently brought back to Emergency and Community Services Committee with recommendations for a preferred site or sites following a community engagement process with respect to any identified sites. This process will take a period of time and is not expected to result in identified sites for this winter. Should Council wish to fund a tiny shelters solution immediately as part of a response this winter, Council could direct staff to work with HATS to support them in implementing a tiny shelter on a specific site from among the list of sites that HATS has identified as preferred.

Alternatives for Consideration – See page 4**FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

Financial: N/A

Staffing: N/A

Legal: N/A

HISTORICAL BACKGROUND

At its meeting of December 1, 2022, the Emergency and Community Services Committee had before it Report HSC22015(a) entitled “Hamilton Alliance for Tiny Shelters Proposal.” Consideration of the report was deferred “until such time that staff can report back to the Emergency and Community Services Community meeting of January 19, 2023 on location options publicly, institutionally or community-owned that are not limited to radial separation as a barrier, including Sir John A MacDonald High

**SUBJECT: Hamilton Alliance for Tiny Shelters Site Options and Considerations
(HSC22015(b)) (City Wide) - Page 3 of 5**

School site, Scout House, golf courses and other City owned green spaces that are under-utilized as active parks, that aim to best meet preferences outlined by the Hamilton Alliance for Tiny Shelters.”

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

N/A

RELEVANT CONSULTATION

N/A

ANALYSIS AND RATIONALE FOR RECOMMENDATION

In order to identify location options for a Tiny Shelters site, staff have developed a list of considerations, which are outlined in Appendix “A” to Report HSC22015(b). While these considerations could apply to both private and publicly-owned sites, it is important to note that the location of a Tiny Shelters development on a privately-owned site would be subject only to the normal planning and development requirements for a private development. However, if the Tiny Shelters development is seeking City support or City funding, the same considerations could be applied as conditions of City financial support.

The considerations outlined in Appendix “A” are based on staff’s understanding of the proposed use as outlined by HATS in their presentation to ECS Committee on December 1, 2022, and which was attached as Appendix “A” to Report HSC22015(a). With the limited time available since the December meeting, staff have reviewed the site location criteria provided by HATS, as well as staff’s own considerations from a land use and operational lens. With respect to the expressed needs and preferences of the prospective residents of the Tiny Shelter site, staff are relying on the information provided by HATS from their survey.

Based on this review, staff have identified several considerations for an appropriate site, as outlined in Appendix “A” to Report HSC22015(b). These are presented as considerations, as opposed to criteria, because it is expected that prospective sites will address these considerations to varying degrees. It is unlikely that a “perfect” site is achievable, and therefore it would be staff’s recommendation that sites that best address the various considerations would be the most appropriate, as opposed to a “pass/fail” approach, or a “weighted evaluation criteria” approach.

The considerations are broken down into the following categories:

SUBJECT: Hamilton Alliance for Tiny Shelters Site Options and Considerations (HSC22015(b)) (City Wide) - Page 4 of 5

- Planning and Development Considerations – these relate to applicable land use policies, such as zoning, as well as other matters that would typically be addressed as part of a planning or development application for a new development;
- Location Considerations – these relate to surrounding context and adjacent uses;
- Operational Considerations – these relate to optimizing the operation of the proposed use and supporting the future residents; and,
- HATS Identified Considerations – these are additional considerations or criteria identified by the HATS group that are important from the standpoint of the viability of the proposed use. As this is a community led initiative, any site to be considered for implementation would require the support of HATS.

Since early 2022, City of Hamilton staff have worked with HATS in reviewing sites they have identified as potential sites. HATS has recently put forward five sites to City Staff for consideration as a site they would like to operationalize this winter: Sir John A. MacDonald School, Scout House, City-owned lands at Gage Avenue North / Lloyd Street area, Tiffany Barton lands and Cathedral Park (new).

At this time and since council's December direction to review Sir John A. MacDonald School and Scout House among the options, staff have deemed Scout House not suitable as an immediate option in its current state due to the lack of sidewalks around the site which poses a safety concern. There are additional requirements that would need to be met on Sir John A MacDonald School site and the location would not be available for sufficient time to make it an appropriate long-term solution. Additionally, it does not meet the needs of HATS given its proximity to other shelters in the area and the identified risk of encouraging other encampments in the area.

The three remaining sites identified by HATS as preferred would be Cathedral Park and City-owned lands at Gage Avenue North / Lloyd Street area, and Tiffany Barton lands.

The focus of this report is to provide an update on site locations and recommended next steps with respect to identifying a potential site for tiny homes initiative. Detailed information related to the opportunities and challenges related to this initiative overall are outlined in Report HSC22015(a) from the December 1, 2022 Emergency and Community Services meeting.

Next Steps

Staff are recommending that the considerations identified in Appendix "A" to Report HSC22015(b) be used as the basis for exploring and evaluating potential publicly or privately-owned sites for the purposes of accommodating the Tiny Shelter program.

Staff are recommending that, as the immediate next step, staff undertake a review of City-owned lands, including parks, based on these considerations, and identify a

SUBJECT: Hamilton Alliance for Tiny Shelters Site Options and Considerations (HSC22015(b)) (City Wide) - Page 5 of 5

shortlist of candidate properties for a Tiny Shelter development. This list of candidate properties would then be provided to HATS for their review.

Should HATS identify any of the candidate sites as a suitable site, staff will report back to the Emergency and Community Services Committee identifying the top three proposed site(s) and outlining a proposed HATS-led community engagement process with respect to the proposed site(s).

Following community engagement, staff would report back to the Emergency and Community Services Committee with recommendations for a preferred site or sites.

ALTERNATIVES FOR CONSIDERATION

Should Council wish to support a more immediate implementation, Council could direct that staff work with HATS to implement a site at one of the three remaining preferred sites meeting the needs of HATS; Cathedral Park, Tiffany Barton lands or the Lloyd Street location.

Should Council wish to invest in Hamilton's homelessness serving system in other ways, alternative interventions for a similar annual investment of \$100 K as noted in Report HSC22015(a) could include one of:

- housing loss prevention and housing placement support, including: first or last month's rent, rental or utility arrears for approximately 90 singles, 55 families or 25 couples at risk of, or experiencing homelessness, including Indigenous community members supported directly by Indigenous service providers. These households may otherwise need emergency shelter;
- portable housing allowances of \$350/month for approximately 23 households to secure permanent housing, with support from existing Intensive Case Management and Rapid Re-housing programs to maintain their tenancy; or,
- continued funding to support access to health, mental health or addictions support essential to maintain housing for a minimum of 15-20 clients of Intensive Case Management and Rapid Re-housing programs.

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

Appendix "A" to Report HSC22015(b): Summary of Site-Based Consideration for HATS

Appendix "A" to Report HSC22015(b)

Page 1 of 2

Summary of Site-Based Consideration for HATS

Planning and Development Considerations:	
Zoning (use)	<ul style="list-style-type: none"> Zoning for the property would permit the proposed use as an Emergency Shelter or Public Use
Zoning (standards)	<ul style="list-style-type: none"> The proposed use would be feasible based on the applicable zoning standards (e.g. setbacks)
Proximity to Residential Uses	<ul style="list-style-type: none"> Structures can be accommodated in a manner that could generally meet the zoning setbacks that would apply to a residential use
Radial separation	<ul style="list-style-type: none"> Site is generally not in close proximity to another Emergency Shelter use, but may or may not meet the current zoning standard with respect to radial separation
Site Plan and Site Alteration	<ul style="list-style-type: none"> The proposed use can be accommodated without requiring site alteration, such as paving, that could trigger a requirement for Site Plan Approval
Servicing	<ul style="list-style-type: none"> Site has access to hydro services at the property line, or within the site
Access	<ul style="list-style-type: none"> Site is readily accessible by service vehicles and emergency vehicles
Waste collection	<ul style="list-style-type: none"> Space and access is available for waste collection
Building	<ul style="list-style-type: none"> Site would not require any structures or alterations to structures that would require a Building Permit

Location Considerations:	
Proximity to downtown core	<ul style="list-style-type: none"> Site is generally not less than a 20 minute and not more than a 40 minute walk from the downtown core (note: further discussion is needed with the HATS group to determine whether a site within reasonable transit access to the downtown core would be appropriate)
Parks and playgrounds	<ul style="list-style-type: none"> Site is not a park that includes active uses such as playgrounds, sports fields, dog parks, etc.
Visibility	<ul style="list-style-type: none"> Site offers privacy for residents, while maintaining visibility from the public street
Existing uses	<ul style="list-style-type: none"> Site does not already contain an existing public facility such as a library or recreation centre, or can be reasonably separated from such a use
Access (walking)	<ul style="list-style-type: none"> Site is safely accessible by foot
Security (size)	<ul style="list-style-type: none"> Site is not of a size that would attract or encourage adjacent informal encampments, or does not have an adjacent site or property that could attract or encourage adjacent informal encampments

Appendix "A" to Report HSC22015(b)

Page 2 of 2

Security (demarcation)	<ul style="list-style-type: none"> Residents' area can be secured with a fence, wall or other mechanism of demarcating the area that is for the exclusive use of the residents
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Operational Considerations:	
Selection criteria and prioritization	<ul style="list-style-type: none"> Clear identification of admission and selection criteria, with a prioritization of chronically unsheltered individuals who face barriers to accessing the current homeless serving system.
Consultation with Indigenous partners	<ul style="list-style-type: none"> A recognition of the systemic over-representation of Indigenous persons experiencing homelessness and the need to prioritize autonomy and self-determination, with connections to housing and supports that are culturally appropriate, rooted in the spirit and actions of reconciliation.
Gender-based analysis	<ul style="list-style-type: none"> Gender based analysis to inform accessibility, safety and supports for women, transfeminine, trans-masculine and non-binary adults.
Site safety and well-being plan	<ul style="list-style-type: none"> Identification of an overall safety and well-being site plan for HATS residents, staff (on- and off site) and the neighbouring community, including but not limited to an assessment of risk and safety factors linked to human trafficking, weapons and fire.
Equity, diversity and inclusion	<ul style="list-style-type: none"> Explicit reference of and commitment to addressing diversity and inclusion considerations and implications on support structure, implementation and operation as to consistently explore who may be impacted (i.e. considerations around gender, gender identity and expression, race, ability, sexual orientation, immigration status, socioeconomic status, etc.), how they are impacted and why.

HATS Identified Considerations	
Availability (duration)	<ul style="list-style-type: none"> Site is available for at least 12 months
Availability (timeline)	<ul style="list-style-type: none"> Site is readily available in the short term
Long term housing	<ul style="list-style-type: none"> Site is close to potential long-term housing options that residents could advance to in the future
Readiness	<ul style="list-style-type: none"> Minimal cost/time required to prepare the site
Neighbourhood support	<ul style="list-style-type: none"> Use of the site is generally supported by the surrounding neighbourhood
Access to full services	<ul style="list-style-type: none"> Site has an existing structure available which could be used in the future for services such as washrooms, cooking, etc.



CITY OF HAMILTON
HEALTHY AND SAFE COMMUNITIES DEPARTMENT
Housing Services Division

TO:	Chair and Members Emergency and Community Services Committee
COMMITTEE DATE:	January 19, 2023
SUBJECT/REPORT NO:	2023 Budget Submission - Housing and Homelessness Advisory Committee (HSC22056) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	James O'Brien (905) 546-2424 Ext. 3728
SUBMITTED BY:	Michelle Baird Director, Housing Services Division Healthy and Safe Communities Department
SIGNATURE:	<i>Michelle Baird</i>

RECOMMENDATION(S)

That the Housing and Homelessness Advisory Committee 2023 base budget submission attached as Appendix "A" to Report HSC22056 in the amount of \$1,000 be approved and referred to the 2023 budget process for consideration.

EXECUTIVE SUMMARY

The Housing and Homelessness Advisory Committee has prepared and approved their budget submission for 2023 in the amount of \$1,000. This submission is consistent with the 2022 approved budget for the committee.

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial:

The budget request is the same as the approved budget for the Housing and Homelessness Committee for 2022. The \$1,000 will be used for meeting costs, including meeting rooms, refreshments, photocopying, parking, printing and transportation and a proposed 2023 committee orientation event.

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: 2023 Budget Submission - Housing and Homelessness Advisory Committee (HSC22056) (City Wide) - Page 2 of 3

Staffing:

N/A

Legal:

N/A

HISTORICAL BACKGROUND

The Housing and Homelessness Advisory Committee was established by the Emergency and Community Service Committee in November 2015 (Report CES15053) with a mandate to:

- Communicate and work to address the needs of citizens within the community for whom barriers exist to accessing safe, suitable, and affordable housing, including the supports needed to enable citizens to obtain and retain their homes, and;
- Support the City of Hamilton's 10-year Housing and Homelessness Action Plan by providing information, advice, and recommendations to the Emergency and Community Services Committee regarding the Action Plan's successful and implementation.

At their December 5, 2022 meeting, the Housing and Homelessness Advisory Committee gave consideration to their 2023 budget needs. Their budget submission is attached as Appendix "A" to Report HSC22056. This budget covers meeting costs, including meeting rooms, refreshments, photocopying, parking, printing and transportation and a proposed orientation event for 2023. The committee is requesting the same budget they had in 2022 in the amount of \$1,000 for 2023.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The committee outlined a meeting schedule for 2023, and this budget will provide them support to undertake specific activities in their workplan. This includes transportation and parking support for committee members and speakers as the committee moves back to in-person meetings. The committee has previously used their budget for information gathering events and in 2023, plan to host an orientation event related to affordable housing for their incoming members.

RELEVANT CONSULTATION

The Housing and Homelessness Advisory Committee discussed their 2023 budget needs at the December 5, 2022 meeting. After a thoughtful discussion they approved a budget submission that was consistent with their 2022 budget.

SUBJECT: 2023 Budget Submission - Housing and Homelessness Advisory Committee (HSC22056) (City Wide) - Page 3 of 3

ANALYSIS AND RATIONALE FOR RECOMMENDATION

This budget allocation will provide funding for the operation of the Housing and Homelessness Advisory Committee and enable them to fulfil their mandate. The committee is not asking for an increase to their budget.

ALTERNATIVES FOR CONSIDERATION

None

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.

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

Appendix “A” to Report HSC22056: Housing and Homelessness Advisory Committee
2023 Budget Submission

CITY OF HAMILTON

2023

ADVISORY COMMITTEES

BUDGET SUBMISSION FORM

Housing and Homelessness Advisory Committee

PART A: General Information

ADVISORY COMMITTEE MEMBERS:

Eileen Campbell	Leisha Dawson
Morgan Stanek	Sandy Leyland
Violetta Nikolskava	Michael Slusarenko
Thomas Mobley	Michael Power
Tony Manganiello	Rhonda Mayer
Shaun Jamieson	Mary-Ellen Crechiola
Julia Verbitsky	Lance Dingman

MANDATE:

Communicate and work to address the needs of citizens within the community for whom barriers exist to accessing safe, suitable, and affordable housing, including the supports needed to enable citizens to obtain and retain their homes, and;

Support the City of Hamilton's 10-year Housing and Homelessness Action Plan by providing information, advice, and recommendations to the Emergency & Community Services Committee regarding the Action Plan's successful and meaningful implementation.

PART B: Strategic Planning

STRATEGIC OBJECTIVES:

The following objectives have been established for the HHAC to facilitate its efforts in achieving the mandate.

1. Assist with the coordination and implementation of Council approved recommendations, including the City of Hamilton's 10-year Housing and Homelessness Action Plan.
2. Ensure that recommendations regarding issues relating to people who are experiencing homelessness or who may be at risk of becoming homeless are brought forward to Council in a timely manner.
3. Devise and recommend to Council innovative and preventative measures to assist in addressing homelessness within the community;
4. Identify emerging trends, potential gaps and best practices in emergency housing needs.

5. Provide Council and staff with information, advice, and recommendations about residential landlord and tenant issues and policies that would improve the overall well-being of tenants in Hamilton and support landlords in the provision of safe, quality, and affordable rental units.
6. Identify housing-related supports available in the community and facilitate relationship-building between community partners, citizens and government to ensure that people have the individualized supports needed to help them obtain and retain housing.
7. Regularly update Council about homelessness and affordable housing issues through the discussion and analysis that takes place at HHAC.
8. Respond to requests and direction from staff and Council.
9. Collaborate and cooperate with other City of Hamilton committees and community groups doing work around issues that impact homelessness and affordable housing to stay apprised of relevant initiatives and contribute information and advice as needed.

ALIGNMENT WITH CORPORATE GOALS:

Please check off which Council approved Strategic Commitments your Advisory Committee supports			
1) Community Engagement & Participation	X	2) Economic Prosperity & Growth	
3) Healthy & Safe Communities	X	4) Clean & Green	
5) Built Environment & Infrastructure		6) Culture & Diversity	
7) Our People & Performance			

PART C: Budget Request

INCIDENTAL COSTS:

Meeting costs – meeting room, refreshments, photocopying, printing, parking, transportation	1,000
SUB TOTAL	\$1,000

SPECIAL EVENT/PROJECT COSTS:

N/A	0
SUB TOTAL	\$0

TOTAL COSTS	\$1,000
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$2,995
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TOTAL 2023 BUDGET REQUEST (net of reserve funding)	\$ 1,000
PREVIOUS YEAR (2022) APPROVED BUDGET (2022 Request \$)	\$1,000

CERTIFICATION:

Please note that this document is a request for a Budget from the City of Hamilton Operating budget. The submission of this document does not guarantee the requested budget amount. Please have a representative sign and date the document below.

Representative's Name: _____

Signature: _____

Date: _____

Telephone #: _____