



Edward John
Director of Housing Services
City of Hamilton

September 16, 2020

Dear Ed:

As you are aware through our ongoing conversation we have been given notice to vacate our rental space for the Day Centre at 195 Ferguson Ave by the Wesley Community Homes (WHCI) Board by November 1, 2020. We have to admit we were somewhat disappointed to be receiving notice while dealing with the pandemic and the encampment across the street from the Day Centre; however since late June Wesley has been moving ahead to identify new permanent space – so now this search will include the need for interim space.

We have engaged with a commercial real estate broker and are actively looking at buildings for a permanent site. We are also engaged with a number of organizations and entities regarding interim space. We are hopeful to find something permanent to avoid the interim option, but we need to be realistic regarding the time to find a permanent space. Please see attachment for a summary of our processes.

Wesley is committed to making this as seamless and as stress free for the people served and supported by the Day Centre. We will do everything we can to keep all operations in place while we are preparing to move. We do not anticipate being down – although some hours may have to be adjusted on the actual moving day(s).

By Friday Sept 18th all direct stakeholders (persons served) will be informed of intent to relocate. We anticipate this is going to cause considerable stress with the people served by the Day Centre – including those in the encampment. We will monitor this and ensure any issues are brought forward to our weekly meetings. All other stakeholders will be notified once we have communicated with persons served. Please note we do not intend to make any statements to the media beyond a short generic release if it is needed.

We will ensure you and the City receive weekly updates regarding our relocation process. We are grateful to the City for the support of the Day Centre and will ensure weekly updates to you and your colleagues at the City as well as all other appropriate stakeholders. Please do not hesitate to contact me if you have any questions.

Regards,

A handwritten signature in blue ink, appearing to read 'Don Seymour'.

Don Seymour, Wesley Executive Director

CC Dean Waterfield, Senior Director, Housing and Homelessness
Howard Williams, Chair, Wesley Board of Directors



Wesley Day Centre New Site Search Strategies

Key Points	Progress to Date
1. Use professional search assistance with commercial real estate agent with experience in assisting non-profits to find new sites	<ul style="list-style-type: none"> • Experienced agent being used • Search underway
2. Find site (permanent and interim) with appropriate zoning already in place	<ul style="list-style-type: none"> • 2 appropriate permanent sites viewed • Discussions underway to move forward on one site
3. Find interim site by September 21 for use by mid-October	<ul style="list-style-type: none"> • 3 interim sites identified, decision on Sept. 21, acting on advice of agent who has assisted a non-profit in similar circumstances • Portable washrooms-showers will be used • Laundry will not be on site • Anticipated length of time, up to 6 – 9 months
4. Find permanent site, purchase rather than lease if feasible	<ul style="list-style-type: none"> • Financing options under review • Discussions taking place at Board • Capital fundraising plan under development • Capital fundraising can take place after purchase or during lease to purchase period
5. Permanent site larger enough to establish other Wesley programs on site	<ul style="list-style-type: none"> • 4,000 sq. ft minimum established • Potential sites visited meet this criteria, in addition both have potential to have housing with supports on site