
designate, in order to form an agreement between The Corporation of the City of Brantford and Rosewood House Inc. for the operation of a Temporary Emergency Winter Overnight Shelter from December 2019 to April 2020 to an upset limit of \$250,000 funded through the Social Services Contingency Reserve 472; and

E. THAT the Acting General Manager or General Manager of Health and Human Services BE DELEGATED authority to relocate the Temporary Emergency Winter Overnight Shelter to a suitable non-municipal location upon availability; and

F. THAT staff BE DIRECTED to return a summary report to Council in Q3 2020.

4.0 Purpose and Overview

This report provides an update on plans for winter emergency sheltering and to approve the location of a temporary winter emergency shelter and to enter into an agreement with a service provider for the operation of such shelter.

5.0 Background

This report is presented directly to Council without having first been considered by a Committee of Council. The Chief Administrative Officer has deemed the approval of a temporary overnight winter shelter as an urgent item.

Report 2019-617 Emergency Shelter System Transition Update and Rosewood House Funding for 2020 outlines current occupancy pressures in the adult emergency shelter system. For 2019, excluding Nova Vita beds (as the majority of these are occupied by children accompanying their mother), the adult emergency shelter system has a capacity of 50 permanent beds, plus an additional 4 overflow capacity. Average occupancy for 2019 has been 59 beds per night and the system had sufficient capacity with the use of 2-5 motel rooms nightly to accommodate higher occupancy nights.

However, in mid-October 2019 a sudden surge in demand occurred, and system capacity was exceeded. As of the last week of October, Homelessness Services was sheltering 84 individuals with additional motel costs of up to \$3,000 nightly, and no further rooms could be obtained. It is clear that this unprecedented and unpredictable situation requires a different response with the approach of winter weather.

6.0 Corporate Policy Context

High Quality of Life and Caring for All Citizens

7.0 Input From Other Sources

City of Brantford – Purchasing Department
City of Brantford – Legal Department
City of Brantford – Recreation Department
City of Brantford – Building Department
City of Brantford – Fire Department
City of Brantford – Finance Department
City of Brantford – Planning Department

8.0 Analysis

Staff has been working quickly to identify locations that would be suitable for the purposes of sheltering up to 50 individuals nightly and options for staffing and operating the shelter. Safety of individuals being served, staff and volunteers is the primary consideration along with the ability to have a site opened early December 2019.

Minimum temporary emergency shelter program requirements:

- Nightly operation from one location;
- Proximity ideally within 2 km of downtown core;
- Refrigeration, coffee/tea making facilities;
- Male and female washrooms;
- Two professional staff on duty for all hours of operation including one supervisor or responsible position;
- Security for all hours of operation;
- Storage for mats, pillows and other program supplies;
- Compliant with fire safety requirements or the ability to make required adaptations within a short timeline; and

Recommended Locations:

Staff took the following actions in researching possible locations within a 10 day window in late October/early November 2019:

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- Met with representatives of the local faith community on October 23, 2019 to inquire about possible church space availability and ability of faith groups to support the winter sheltering efforts;
 - Inventoried City properties meeting the location and availability criteria, including surplus/unoccupied sites and buildings that are unused during evening or during winter;
 - Followed up locations appearing to meet criteria as suggested by City staff and members of the public; and
 - Researched the possibility of winterized tents or other temporary structures.

While other locations remain under consideration, staff have assessed the below options as the most viable to meet the December 2019 timeline.

- 1) Beckett Adult Leisure Centre Auditorium is a recommended initial location. This space has the advantage of being located in the downtown core and is sized appropriately for the expected occupancy numbers. Rental costs are minimized by repurposing a City facility that is unused during overnight hours. It also has the necessary amenities, such as washrooms. This location may result in some modification to existing programming at the Beckett Adult Leisure Centre.
- 2) The Mohawk Park Pavilion is a second possible location in order to open the shelter by early December. The site is a 2.3 km (30 minute walk) from the downtown core of Brantford, which compares to 1.9 km to the former Welcome In Out of the Cold location. Daily shuttles to and from the downtown core can also be arranged.
- 3) Lion's Park Arena Auditorium is a third option. This site has the necessary amenities, such washrooms and kitchen. However, this site is further from the core (2.8 km), and the use of this space will disrupt a number of rentals that cannot be relocated, and could affect the regular use of the building.

Operator: Staff is recommending that services be obtained, under a single source procurement, from Rosewood House Inc., an existing emergency shelter provider, to operate the facility, with the City providing for essential items such as mats and bedding. Due to the urgent requirement to open the site, a competitive procurement process is not feasible. However, staff reached out to Wesley Services and all contracted emergency shelter providers. Rosewood was the

only entity interested in providing operation services at a Temporary Emergency Overnight Shelter.

Staffing: To ensure staff and occupant safety, after consultation with comparable programs in other communities, a minimum of two trained, paid Rosewood staff will be required to be on site during all times of program operation, along with a security guard. Volunteers including members of the faith communities will be utilized to supplement staff during the hours of 8 p.m. to 11 p.m. to provide individual assistance to occupants, serve snacks, and provide companionship and organized activities until lights out.

The Salvation Army Booth Centre will be approached to provide volunteer orientation. All volunteers will be affiliated with a home organization (church or non-profit) and provide proof of appropriate police clearance.

Refreshments: Full meals will not be offered, however, all occupants will be offered a bag lunch provided by Salvation Army and prepared in an approved kitchen, along with coffee, tea, water, and pre-prepared snacks such as granola bars will be available.

Budget: The estimated cost to operate the Temporary Winter Emergency Overnight Shelter as described in this Report is estimated at \$335,000 to be funded from the Social Services Contingency Reserve 472.

Item	Estimated Costs
Rosewood Contract: Staffing, Security, administration	\$250,000
Interdepartmental Transfer to for additional building maintenance, cleaning and necessary costs	\$43,000
Supplies – sleeping mats x 50, pillows x 50, daily linen service	\$60,000
Food (bag lunches from Salvation Army, coffee, cream). Additional food as donated.	\$40,000
Total	\$393,000

- This compares to an estimated \$750,000 in motel costs for 50 people over the same time period with no guarantee that there would be sufficient space in motels nightly.

9.0 Financial Implications

Estimated costs for the five month operation of a temporary winter overnight shelter of \$368,000 will be funded from the Social Services Contingency Reserve fund 472. This fund is cost-shared between the City of Brantford and the County of Brant as per the social assistance and homelessness cost share agreement (94.5% City / 5.5% County).

Report 2019-340 advised council that funds from the social services contingency fund may be required to expand year-round shelter operations. These expenses were covered within the approved operating budget therefore the required resources for the temporary overnight winter shelter can be accessed from the social services contingency fund.

10.0 Conclusion

Due to unexpectedly high demand on emergency homeless sheltering in fall 2019, staff is requesting approval to activate a temporary winter emergency shelter to operate from December 2019 to April 2020. Anticipated occupancy of up to 50 beds would increase the City's winter sheltering capacity for adults from the current 50 beds (excluding Nova Vita) to a total of 100 spaces and will ensure a warm place for unsheltered individuals to sleep during the coldest months of the year. This effort will be supported by donations and volunteers from the community including churches and service groups.

A final report will be provided with a cost summary following close down of the shelter.

While use of a City owned location is being recommended in the short term to accomplish the necessary December opening, staff will continue to seek other sites with improved amenities and location, and is recommending that the Acting General Manager or General Manager of Health and Human Services be delegated authority by City Council to relocate the shelter in the event a more suitable non-municipal location becomes available.



Sue Evenden, Director
Social Assistance & Homelessness Services

A handwritten signature in cursive script, appearing to read "Aaron Wallace". The signature is written in black ink and is positioned above a horizontal line.

Aaron Wallace, Acting General Manager
Health & Human Services

Attachments (if applicable)

N/A

Copy to:

N/A

In adopting this report, is a by-law or agreement required? If so, it should be referenced in the recommendation section.

By-law required yes no

Agreement(s) or other documents to be signed by Mayor and/or City Clerk yes no

Is the necessary by-law or agreement being sent concurrently to Council? yes no