EMERGENCY & COMMUNITY SERVICES COMMITTEE
MINUTES
1:30 p.m.
Wednesday, May 19, 2010
Hamilton Convention Centre
1 Summers Lane
Room 207
Hamilton, Ontario

Present: Councillors R. Pasuta (Chair), B. McHattie (1st Vice Chair), S. Merulla (2nd Vice Chair) S. Duvall and T. Jackson

Absent with Regrets: Councillor B. Morelli – Bereavement
Councillor M. McCarthy – Other City Business

Also Present: A. Bradford, Acting General Manager, Community Services
B. Browett, Acting General Manager/Chief, Hamilton Emergency Services
G. Hendry, Director, Social Housing & Homelessness
B. Purdon, Program Manager, Residential Care Facilities & Hostels
B. Atanas, Manager, Recreation
D. Brodati, Policy & Program Specialist, Social Housing & Homelessness
B. Kreps, Manager, Homelessness
B. Young, Director, Municipal Law Enforcement
J. Winn, Chief Fire Prevention Officer
M. Baird, Program Manager, Infectious Diseases Section
S. Paparella, Legislative Assistant, City Clerk’s Office

THE FOLLOWING ITEMS WERE REPORTED TO COUNCIL FOR CONSIDERATION:

1. Enhanced Employment Services Funding (CS09083(a)) (City Wide) (Item 5.1)
   (Duvall/McHattie)
   That Report CS09083(a) – Enhanced Employment Services Funding, be received.
   CARRIED
2. Management and Operation of the City Golf Courses Business Plan Update (CS10061) (Wards 1 and 5) (Item 5.2)

   (Duvall/McHattie)
   That Report CS10061 - Management and Operation of the City Golf Courses Business Plan Update, be received.  

   CARRIED

3. Domiciliary Hostel Funding Survey (CS10059) (City Wide) (Item 7.3)

   (Merulla/Jackson)
   That Report CS10059 – Domiciliary Hostel Funding Survey, be received.  

   CARRIED

4. 2010 One-Time Funding for Hamilton Food Banks (CS10048) (City Wide) (Item 8.1)

   (Merulla/McHattie)
   (a) That one-time funding for Hamilton Food Share and its member agencies for 2010, in the amount of $350,000, to be funded through the Tax Stabilization Reserve, be approved.

   (b) That the General Manager of the Community Services Department be authorized and directed to execute the Service Agreement between the City of Hamilton and Hamilton Food Share, for the $350,000 in funding from the City of Hamilton, in a form satisfactory to the City Solicitor.

   CARRIED

5. Investigation of Lands Suitable for the Development of Recreation Facilities and Seniors Centres (CS10060) (City Wide) (Item 12.1)

   (Merulla/Jackson)
   (a) That Report CS10060, Investigation of Lands Suitable for the Development of Recreation Facilities and Seniors Centres, be received.

   (b) That Report CS10060, respecting the Investigation of Lands Suitable for the Development of Recreation Facilities and Seniors Centres, not be released as a public document.

   CARRIED

FOR THE INFORMATION OF COMMITTEE:

(a) CHANGES TO THE AGENDA (Item 1)

   The Committee Clerk advised of the following changes to the agenda:
(i) Added as Item 4.1, a delegation request submitted by Shane Coleman respecting parking at the Hamilton Farmer’s Market

(ii) Added as Item 4.2, a delegation request submitted by Roy Bennett for Michael Dowdall, Vice President of the Ontario Homes for Special Needs Association, respecting Item 7.3 – Domiciliary Hostel Funding Survey, on today’s agenda

(iii) Item 7.3 – Report CS10059 – Domiciliary Hostel Funding (listed on the agenda as to be distributed)

(iv) Added as Item 12.4 – Private & Confidential Report CS10047 – Affordable Access to Recreation Strategy (referred back by Council at its meeting of May 12, 2010)

(Duvall/Jackson)
That the agenda for the May 19, 2010 Emergency & Community Services Committee meeting be approved, as amended.  CARRIED

(b) DECLARATIONS OF INTEREST (Item 2)

There were none declared.

(c) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 3)

3.1 May 5, 2010

(Merulla/Duvall)
That the Minutes of the May 5, 2010 Emergency & Community Services Committee meeting be approved, as presented.  CARRIED

(d) DELEGATION REQUESTS (Item 4)

(i) Shane Coleman respecting parking at the Hamilton Farmer’s Market (Item 4.1)

(Duvall/Merulla)
(a) That staff be directed to respond directly to Shane Coleman respecting the parking matter at the Hamilton Farmer’s Market.

(b) That, as the 2010 budget for parking matters has already been approved, the delegation request be denied at this time.  CARRIED
(ii) Roy Bennett for Michael Dowdall, Vice President of the Ontario Homes for Special Needs Association, respecting Item 7.3 – Domiciliary Hostel Funding Survey (Item 4.2)

(Jackson/Merulla)
That the delegation request, submitted by Roy Bennett for Michael Dowdall, Vice President of the Ontario Homes for Special Needs Association, respecting Item 7.3 – Domiciliary Hostel Funding Survey, be approved.
CARRIED

(e) Advisory Committee Minutes (Items 5.3 to 5.7)

(Duvall/McHattie)
That the following Advisory Committee Minutes be received:

(i) Seniors Advisory Committee, March 5, 2010 (Item 5.3)
(ii) Hamilton Veteran’s Committee Minutes, March 9, 2010 (Item 5.4)
(iii) Hamilton Youth Advisory Committee Minutes, February 16, 2010 (Item 5.5)
(iv) Hamilton Youth Advisory Committee Minutes, March 16, 2010 (Item 5.6)
(v) Arts Advisory Commission Minutes, March 23, 2010 (Item 5.7)
CARRIED

(f) Michael Dowdall, Vice President of the Ontario Homes for Special Needs Association, respecting Item 7.3 – Domiciliary Hostel Funding Survey (Item 6.1)

Mr. Dowdall’s comments included, but were not limited to, the following:

- Inspection costs associated with operating homes are over $1,000 per year in Hamilton.
- The closest to Hamilton is Windsor with a cost of $378 and $175 in York.
- The fee for quarterly health inspections has not changed in other regions of the Province.
- Actual per diem is $64.70.
- Others are inspected by the local health department at least quarterly.
- Mr. Dowdall was a member of the Provincial Committee who carried out a complete review of the domiciliary hostel programs in the province of Ontario.
- Guidelines have been available since February 2010.
- An information sheet is available to all Ontario ministries.
That the presentation, provided by Michael Dowdall, Vice President of the Ontario Homes for Special Needs Association, respecting Item 7.3 – Domiciliary Hostel Funding Survey, be received.

CARRIED

Tenant Advisory Committee Annual Presentation (Item 7.1)

John Hawker, Chair of the Tenant Advisory Committee, provided a PowerPoint presentation. The presentation included, but was not limited to, the following:

- In the past, the mandate of the Committee may have not challenged the members enough; causing loss of interest and members.
- Mandate is to:
  o Provide information, advice, recommendations and advocacy regarding residential tenancy issues and policies that would improve the overall well-being of tenants in Hamilton.
  o To identify systemic and policy issues facing tenants and provide advice and recommendations to the City,
  o To advocate for policy issues affecting tenants that require further action with the municipal, provincial and federal governments.
  o To develop strategies for information dissemination and education to tenants regarding tenant issues
- Established four areas of focus:
  o Property Standards
  o Rent Supplements
  o Bed Bugs Infestations
  o Communications with Tenants
- Received presentation from Community Liaison Coordinator, Municipal Law Enforcement regarding property standards process for rental properties.
- Will continue to Liaise with City staff regarding rental property licensing issues.
- Received presentation from Federation of Rental Property Owners of Ontario (FRPO) regarding building certification program.
- In September 2009, received presentation on best practice to treat bed bug infestations in social housing buildings. Further work needed on disseminating information to tenants.
- Recommendation report to Emergency & Community Services Committee regarding importance of Housing Allowances for tenants and requesting Council to advocate to Province for continuation of this program.
- Will develop a work plan for 2011.
- Complete outstanding items for 2010:
  o Communications with tenants – what is the best way to reach tenants and what are the important issues and information that they need to be aware of.
(Merulla/Duvall)
That the annual presentation, provided by the Tenant Advisory Committee, be received.

CARRIED

(h) Food, Shelter and Housing Advisory Committee Annual Presentation (Item 7.2)

Ron Sheragan, Chair of the Food Shelter and Housing Advisory Committee, provided a PowerPoint presentation. The presentation included, but was not limited to, the following:

- Mandate:
  - To identify the urgent needs of citizens within the community for whom barriers exist to income security, sufficient nutritious food, and access of safe, accessible, affordable shelter/housing with adequate supports.
  - To provide the opportunity for agencies to collaborate and to respond to urgent needs in our community as they emerge, to collaborate on appropriate preventative strategies, and to collaborate on systems planning.

- To provide information regarding urgent community needs and recommendations toward their resolution to Council via the Emergency & Community Services Committee.

- To provide an opportunity for other levels of government and all citizens/agencies with a keen interest in emergency food distribution and emergency housing needs to meet on a regular basis to discuss, and/or provide recommendations and/or undertake actions to address those needs for citizens of Hamilton who are hungry and in need of adequate shelter.

- Review of Everyone Has A Home Strategic Plan:
  - Endorses staff report and sub-committee that was struck to review Everyone Has a Home.
  - Recommendations for future planning will be developed.
  - Reviewing Food, Shelter and Housing Advisory Committee mandate in relation to other committees
  - Will provide feedback to City Staff regarding suggestions.

- Demographics – who is accessing food bank services.
  - Dundas – SPRC shows Dundas as second highest poverty level in Hamilton. Many seniors on fixed incomes.
  - Overall food bank numbers have increased. In 2008 numbers increased by 18% and 44.5% over the last 2 year period. In 2010, numbers are up by 30% in Dundas.
  - June is Hunger Awareness Month.
  - City wide use of food banks has not changed much; on average between 18,000 to 19,000 people are assisted. The level for children has not changed.
70% of people using food banks are on OW and ODSP, but there are also students, seniors and the working poor.

Hamilton is the first city in Canada where all agencies are using one program for client intake.

Hamilton agencies are working on report to provide information that will answer who, what, where, how and why the food banks are being used.

Residents from all areas of Hamilton access food bank: Winona, the mountain, inner city - every area of the city is affected.

(Duvall/McHattie)
That the annual presentation, provided by the Food, Shelter and Housing Advisory Committee, be received.

CARRIED

(i) Domiciliary Hostel Funding Survey (CS10059) (City Wide) (Item 7.3)

Betty Lou Purdon, Program Manager, Residential Care Facilities & Hostels, provided a PowerPoint presentation respecting Report CS10059 – Domiciliary Hostel Funding Survey. The presentation included, but was not limited to, the following:

- The Domiciliary Hostel program is a discretionary program cost-shared (80/20) with the Province.
- In Hamilton, Domiciliary Hostels are called Residential Care Facilities (RCF’s).
- Licensed to operate under Schedule 20 of the City of Hamilton By-Law 07-170 and the associated Medical Officer of Health’s RCF Guidelines.
- There are 92 licensed RCF’s in Hamilton for a total of 3,067 licensed beds.
- The Community Services Department (CSD) has Domiciliary Hostel Service Agreements with 64 of the facilities for a total of 1,055 subsidized beds.
- Since 2007, The Ontario Homes for Persons with Special Needs Association (OHPSNA) has made requests of the provincial government for an increase in the per diem rate.
- RCF Operators estimate that the per diem rate should be raised from $47.75 to $64.70 to cover their actual costs.
- Hamilton operators have asked for consideration of the cost implications of the update to Schedule 20 and the RCF Guidelines, which were approved by Council on April 14, 2010.
- In response to City Council’s inquiries, a survey took place of six municipalities who have Domiciliary Hostel Programs.
- Policy Planning Plus Inc. was retained to design and conduct the survey and to summarize their findings.
- The municipalities who took part in the survey are Ottawa, Windsor, Regional Municipality of Waterloo, County of Wellington, Region of York and Regional Municipality of Durham.
- OHPSNA representatives supported the choice of municipalities, indicating that they were good comparators.
The survey investigated the following items: local by-laws governing Domiciliary Hostels; licensing and/or inspection fees; the current level of per diem funding; and, whether there is any additional municipal funding to residents and/or operators.

- Hamilton has the largest number of subsidized beds of the comparators
- All of the surveyed municipalities and the City of Hamilton are providing the maximum allowable per diem rate of $47.75
- Hamilton, Windsor and York have licensing by-laws regulating the operation of domiciliary hostels.
- Hamilton has the highest licensing fee. A portion of the fee is used to offset the cost of the nurse inspectors who monitor compliance with components respecting the care of residents under Schedule 20 and the Guidelines.
- The fee associated with the cost of monitoring compliance with the care component of Schedule 20 and the Guidelines is $55 per bed.

The annual licensing fee calculation in Hamilton is:

- For homes with less than 10 beds:
  - $151 fee (costs of Municipal Law Enforcement Section).
  - $55 per bed fee (costs of Public Health Services for nurse inspectors).
  - $120 fire inspection fee (costs of Fire Department).
  - For example, cost for 10 bed facility is $821.

- For homes with 11 or more residents
  - $302 fee (costs of Municipal Law Enforcement Section).
  - $55 per bed fee (costs of Public Health Services for nurse inspectors).
  - $120 fire inspection fee (costs of Fire Department).
  - For example, cost for 24 bed facility is $1,742.

- The licensing fee in Windsor is $398 which includes fire and building inspections and other municipal law enforcement costs.
- The licensing fee in York is $175. York does not charge for fire and building inspections.
- Four of the six surveyed municipalities do not have licensing fees.
- Hamilton, Windsor and Ottawa charge inspection fees to Domiciliary Hostels
- Hamilton’s and Windsor’s inspection fees are included in the licensing fee.
- Ottawa charges $50 for a fire inspection. The cost for inspection of fire and heat equipment were not available.
- The four remaining municipalities do not charge for fire or building inspections.
- All six municipalities require the Domiciliary Hostels to confirm that annual inspections have been completed.
- Hamilton has the greatest frequency of inspections and number of staff involved in monitoring. Environmental Health and Nursing staff inspects each RCF three times annually. Building and fire inspections are completed annually.
- A program review of the Domiciliary Hostel Program will begin in June 2010, as outlined in Report CS10036.
The information gathered from this survey provides a good base for conducting the in-depth review and recommendations that will be included in the full Domiciliary Hostel Program Review.

(Merulla/Jackson)
That the staff presentation, respecting Report CS10059) Domiciliary Hostel Funding Survey, be received.

CARRIED

(j) PRIVATE & CONFIDENTIAL (Items 12.1 to 12.4)

(McHattie/Merulla)
That Committee move into Closed Session, at 3:05 p.m. to discuss Items 12.1 to 12.4, pursuant to Section 8.1, Sub-sections (b), (c) and (e) of the City’s Procedural By-law 10-053; and, Section 239, Sub-sections (b), (c) and (e) of the Ontario Municipal Act, 2001, as amended, as the subject matters pertain to personal matters about an identifiable individual, including City employees; a proposed or pending acquisition or disposition of land for municipal or local board purposes; and, litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

CARRIED

12.1 Investigation of Lands Suitable for the Development of Recreation Facilities and Seniors Centres (CS10060) (City Wide)

The Committee’s recommendation is shown as Item 5 above.

12.2 Closed Session Minutes, April 21, 2010

As the Emergency & Community Services Committee determined that no discussion, respecting the Closed Session Emergency & Community Services Committee, was required, the Minutes were approved in Open Session.

(McHattie/Jackson)
(a) That the Closed Session Minutes of the April 21, 2010, meeting of the Emergency & Community Services Committee be approved, as presented.

(b) That the April 21, 2010, Closed Session Minutes, of the Emergency & Community Services Committee, remain confidential and restricted from public disclosure, in accordance with exemptions provided in the Municipal Freedom of Information and Protection of Privacy Act."

CARRIED
12.3 Closed Session Minutes, May 5, 2010

(McHattie/Jackson)
As the Emergency & Community Services Committee determined that no discussion, respecting the Closed Session Emergency & Community Services Committee, was required, the Minutes were approved in Open Session.

(a) That the Closed Session Minutes of the May 5, 2010, meeting of the Emergency & Community Services Committee be approved, as presented.

(b) That the May 5, 2010, Closed Session Minutes, of the Emergency & Community Services Committee, remain confidential and restricted from public disclosure, in accordance with exemptions provided in the Municipal Freedom of Information and Protection of Privacy Act.

CARRIED

12.4 Affordable Access to Recreation Strategy (CS10047) (City Wide)

(Jackson/McHattie)
That Report CS10047, respecting Affordable Access to Recreation Strategy, be referred back to staff for further review, and a report back to the Emergency & Community Services Committee.

CARRIED

(k) ADJOURNMENT (Item 13)

(Merulla/McHattie)
There being no further business, the Emergency & Community Services Committee meeting adjourned at 3:22 p.m.

CARRIED

Respectfully submitted,

Councillor R. Pasuta, Chair
Emergency & Community Services Committee

Stephanie Paparella
Legislative Assistant
May 19, 2010