

Agenda

Community and Protective Services Committee

The 3rd Meeting of the Community and Protective Services Committee

January 19, 2021, 4:00 PM

2021 Virtual Meeting - during the COVID-19 Emergency

City Hall is temporarily closed to the public for in-person attendance at Standing Committees and Council meetings.

Meetings can be viewed via live-streaming on YouTube and the City website.

Members

Councillors J. Helmer (Chair), S. Lewis, M. Salih, A. Kayabaga, S. Hillier, Mayor E. Holder

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Report to Community and Protective Services Committee

To: Chair and Members
Community and Protective Services Committee
From: Kevin Dickins, Acting Managing Director, Housing, Social Services and Dearness Home
Subject: Homeless Prevention Head Lease program (Single Source 20-34)
Date: January 19, 2021

Recommendation

That, on the recommendation of the Managing Director, Housing, Social Services and Dearness Home and with the concurrence of the Director, Financial Services, the following actions **BE TAKEN** with respect to the award of contracts through Single Source procurement requiring Committee and City Council approval for awards greater than \$50,000:

- a. A Single Source Procurement (SS 20-34) as per section 14.4(a) of the Procurement of Goods and Services Policy **BE AWARDED** to 186 King Street Holdings Incorporated for the provision of up to twenty (20) units at an estimated cost of \$180,000 (excluding HST) for use in the Head Lease program for a one year term with an option to renew for two additional one year terms based on available funding/budget.
- b. Civic Administration **BE AUTHORIZED** to undertake all administrative acts that are necessary in connection with this matter.

Executive Summary

The Head Lease program is intended to secure units in the private market to facilitate rapid delivery of affordable transitional housing with supports for individuals and families experiencing homelessness. The City of London Homeless Prevention team intends to lease units in the private market to be used as transitional housing for individuals and families who are experiencing homelessness with a range of support needs. The supportive component of the housing placement will be aimed at supporting successful tenancy through life skills development and focused on housing stability.

The purpose of this report is to approve the Single Source procurement for 20 units for the Head Lease program at an estimated annual cost of \$210,000 (rent and other costs).

Linkage to the Corporate Strategic Plan

Housing Stability for All: The Housing Stability Action Plan for the City of London (2019)

London's Homeless Prevention and Housing Plan, Housing Stability for All The Housing Stability Action Plan for the City of London (2019), is the approved guiding document for homeless prevention and housing in the City of London, and was developed in consultation with Londoners. The Head Lease program supports the implementation of key strategies in the Housing Stability for All Plan.

Analysis

1.0 Background Information

1.1 Previous Reports Related to this Matter

- Homeless Prevention Head Lease program (Single Source 20-34) (CPSC:

November 3, 2020)

- Homeless Prevention Standard Form Occupancy Agreement for Head Lease Units (CPSC: March 31, 2020)
- Housing Stability Plan, 2019-2024 (CPSC: December 3, 2019)

2.0 Discussion and Considerations

2.1 Rapid Rehousing Through Head Leasing

Rapid rehousing is intended for individuals and families who have been unable to resolve their homelessness, to secure housing as quickly as possible. Through Lease Agreements, the City will secure units in the private market for use as transitional housing with support for individuals and families experiencing homelessness. The intent of the Head Lease program is to support individuals with high needs. Homeless Prevention will retain the flexibility to match individuals to units with a range of support needs and based on individual choice.

Individuals and families who are on the City of London Homeless Priority List are “matched” to affordable units (based on individual choice) leased by the City and with housing support services to promote successful tenancy through life skills development.

The units will be occupied by individuals and families for a transitional period. As housing stability increases for the individual or family they will be supported to secure permanent housing of choice.

On April 7, 2020, Municipal Council approved the Homeless Prevention Standard Form Occupancy Agreement for Head Lease Units.

A competitive process was undertaken to secure units for the Head Lease program. On June 15, 2020, an Expression of Interest (EOI) was released through Procurement to seek interested landlords for the Homeless Prevention Head Lease program. The EOI was posted for three weeks on Bids and Tenders and the link was distributed to City of London Housing and Realty Services, Housing Development Corporation, London St. Thomas Real Estate Board, London Property Managers Association, London Homeless Coalition and the London Homeless Prevention Network. The EOI did not receive any responses.

In addition to the EOI, communications released social media messaging to increase awareness about the Head Lease program. There was not any interest generated from social media.

On November 10, 2020, Municipal Council approved a Standard Lease Agreement for the Head Lease program and Single Source procurement of two homes to Wastell Homes at a cost of \$80,000.

2.2 Head Lease Program Update – New Opportunity

An opportunity has presented to secure up to sixty (60) units in the core to support individuals experiencing homelessness. Forty (40) units have been allocated to housing support programs who will match individuals to the units and provide supports aimed at housing stability. These units will be leased by the individuals occupying the units and receiving supports from the housing support programs.

The remaining twenty (20) units are available for lease to the Head Lease program. The City is a leader in creating housing stability opportunities in London and is working with the community to create a range of solutions to meet the needs of individuals and families experiencing homelessness.

Securing twenty (20) units for the Head Lease program at this location will increase the current number of units available to the Head Lease program to twenty-three (23) units.

Civic Administration has continued to work with landlords to secure units for the Head Lease program for individuals, couples and families. Homeless Prevention is currently working with three landlords to secure units for the Head Lease program. A summary of the units available and status are outlined on the chart below:

Unit Overview			
Number of Units	Unit Type	Location	Status
2	3 bedroom	West	Leased (1) In progress (1)
1	Bachelor	Core	In progress
20	Bachelor	Core	New opportunity
Total Units			23

By increasing the pilot from ten (10) units to a maximum of twenty five (25) units there will be capacity to add two additional units based on the needs of the program (example: unit size, location) and availability of funding through program revenue.

2.3 Single Source Approval

The current opportunity to secure up to 20 units through 186 King Street Holdings Incorporated will expand the capacity of the Head Lease program. The twenty (20) available units are bachelor units and therefore suitable for individuals or couples.

A single source methodology is being used to enter into agreements with 186 King Street Holdings Incorporated through the Standard Lease Agreement (approved by Council November 10, 2020) for up to 20 units for a one year term with an option to renew for two additional one year terms based on available funding/budget. This approach is applied under the Procurement Policy (14.4.a Single Source) when an attempt to acquire the required goods and/or services by soliciting competitive bids has been made in good faith, but has failed to identify more than one willing and compliant supplier.

The estimated costs for the twenty (20) units are included below:

Cost Estimate	
Estimated Annual Rental Amount <ul style="list-style-type: none"> 20 bachelor units at \$750 per month 	\$180,000
Estimated other costs <ul style="list-style-type: none"> Example: utilities, damages, fob cards 	\$30,000*
Total Cost Estimate	\$210,000 (excluding applicable taxes)
* The Head Lease program is a pilot program and therefore program costs are estimated. Funding will be made available from program occupancy fees or other Homeless Prevention funding streams if the costs exceed the estimate.	

These units provide an opportunity to expand the number of individuals supported through the Head Lease program. Occupants will be supported to rapidly secure permanent housing to ensure that individuals do not exit the Head Lease program to homelessness.

2.4 Legal and Risk Review

Legal

The Lease Agreement between the City and Landlord may be subject to the Residential Tenancies Act, 2006 (“RTA”) or the Commercial Tenancies Act. The Lease Agreement was drafted with the intent that the RTA applies as between the City and the Landlord.

Where the RTA applies to a lease agreement, remedies under that Act are available to the landlord and to the tenant (in this case the City) with respect to evictions. Further, where the RTA applies to a lease agreement, there is a “deemed renewal” provision in the RTA (s. 38); if landlord or tenant do not give notice to the other to terminate a yearly tenancy, then it is deemed to be renewed on a month to month basis.

In general, with respect to this program, some of the risks to the City that may arise include:

- if the occupant asserts a right to maintain occupancy beyond the term agreed to by the City, litigation may result, at the Landlord and Tenant Board or in court.
- physical damage to the Landlord’s unit, for which the City may incur liability.
- injury to occupants of the unit, for which the City may incur liability.

Council has previously approved the standard form Occupancy Agreement to be entered into between the City and the occupant of the unit through By-Law No. A-7960-96. Such occupancy is not intended to be subject to the RTA, as it is intended to fall within an exception to the RTA (s. 5.1). Section 5.1 of the RTA provides that the RTA does not apply with respect to living accommodation provided to a person as part of a program described in ss. 5.1(2) of the RTA if the person and the provider of the living accommodation have entered into a written agreement that complies with ss. 5.1(3) of the RTA, including that the living accommodation is intended to be provided for no more than a four-year period, and that a program consists of the provision of living accommodation and accompanying services such as rehabilitative services, therapeutic services, services intended to support employment, or services intended to support life skill development.

Risk

As mentioned in previous reports, there is exposure of risk from harm to property, persons or dispute and the Corporation has mitigated this exposure by transferring the risk to the occupant through the insurance and indemnity provisions in the approved Standard Form Occupancy Agreement, as well as through appropriate levels of oversight and control of services to ensure the associated risk is eliminated.

3.0 Financial Impact/Considerations

On November 10, 2020 Municipal Council approved the reallocation of one-time 2020 assessment growth funding originally intended for the Housing Allowances program to a maximum of \$300,000 to the Head Lease program. This funding will be used for the cost of units and other costs (example: utilities, keys, damages).

Occupants will pay the City monthly occupancy fees based on their income and this revenue will go back into the Head Lease program. If the Head Lease program operates twenty-five (25) units the annual estimated occupancy fees will be \$108,000. The amount recovered will be used to supplement other costs (examples: damages, utilities, fob cards) at current and future head leased units and to secure additional units.

Housing support services are funded through other Homeless Prevention funding streams, including the provincial Community Homeless Prevention Initiative (CHPI), Federal Reaching Home, and municipal funds contained in the Homeless Prevention base budget.

4.0 Key Issues and Considerations

The Head Lease program will have capacity to secure two additional units to reach a total of twenty-five (25) units. These units will be secured within the Head Lease program funding including funds recovered through occupancy fees. Units will be secured based on the needs of the program (example: size, location).

Conclusion

Civic Administration is continuing to actively seek interest of landlords to lease units to the City for use in the Head Lease program.

Prepared by: Laura Cornish, Manager, Housing, Social Services and Dearness Home
Submitted by: Craig Cooper, Manager, Housing, Social Services and Dearness Home
Recommended by: Kevin Dickins, Acting Manager, Housing, Social Services and Dearness Home
Concurred by: Ian Collins, Director, Financial Services – Finance and Corporate Services

Dear Chair and members of the CPSC,

Residents surrounding the Holy Cross School on Elm Street in the Hamilton Road area have gathered many signatures on a petition requesting that no development proceed here. The concern is that additional affordable housing will harm the area since it already consists entirely of affordable housing. Further, the initiative would harm our attempts for urban regeneration as expressed through the Hamilton Road CIP.

Signatories believe that park facilities (a spray pad for instance) or the construction of a local community centre would best mitigate the challenges faced by the neighbourhood, while more affordable housing would only exacerbate those difficulties.

Residents did acknowledge the need for more housing in London, and some were open to the idea that specialized forms of housing such as a retirement complex for those who wish to age in place or an artists' co-op could be an acceptable alternative. Condominiums might resolve the dilemma of those senior homeowners in the area who wish to downsize but still retain ownership of a residence, noting that the sales would immediately provide the city with sufficient capital to construct additional housing.

London sometimes helps people in a way that makes the city seem worse instead of helping them in a way that makes the city seem better. The local residents are hoping for the latter, and for that reason, I offer the following suggestions to your committee:

- a) That plans for the construction of park facilities or a community hub be brought forward as an alternative to residential development, or
- b) That options for innovative housing developments be brought forward for the purpose of creating positive synergies in the area.

Sincerely,

Michael van Holst

January 8, 2021

Community and Protective Services Committee Members
Via email: CPSC@london.ca

Dear Community and Protective Services Committee Members:

RE: Request for Delegation Status

Youth Opportunities Unlimited (YOU) is requesting delegation status at the Community and Protective Services Committee. Accountability has always been a top priority for YOU with our funding partners. The purpose of this request is to provide Council with a report regarding the funding awarded to YOU in 2017 and to answer any questions about London's Housing First Emergency Youth Shelter.

The bold step taken by the City of London in 2016 to release an RFP calling for proposals to create a youth shelter based on Housing First principles has led to fundamental change for our community's marginalized youth. The capital investment by Council and the community fundraising by YOU has created a game-changing model for youth shelter services.

Creating a Housing First shelter has not only created a safe roof for youth experiencing homelessness but has created a structured path to permanent housing. We look forward to reporting to Council how this model has resulted in many youth finding permanent housing.

We look forward to meeting with the CPSC to report on this project and answer any questions from Councilors.

Sincerely,



Terry Gillis,
President,
Board of Directors



Steve Cordes
CEO



Max Doucet
Youth Shelter Manager

DEFERRED MATTERS

COMMUNITY AND PROTECTIVE SERVICES COMMITTEE

as of January 7, 2021

File No.	Subject	Request Date	Requested/Expected Reply Date	Person Responsible	Status
1.	<p><u>Proposed Accessible Vehicle for Hire Incentive Program – Update</u> That, on the recommendation of the Managing Director, Development and Compliance Services and Chief Building Official the following actions be taken with respect to the staff report dated September 10, 2019 related to an update on a proposed accessible vehicle for hire incentive program:</p> <p>b) the Civic Administration BE DIRECTED to hold a public participation meeting at a future meeting of the Community and Protective Services Committee with respect to amending the Vehicle for Hire By-law to make the necessary changes to implement an incentive program for accessible vehicles for hire.</p>	September 10, 2019	TBD	G. Kotsifas O. Katolyk	
2.	<p><u>Special Events Policies and Procedure Manual</u> That the following actions be taken with respect to the “Special Events Policies and Procedure Manual”:</p> <p>a) the communication dated September 6, 2019 from Councillor A. Kayabaga, with respect to the “Special Events Policies and Procedures Manual” BE RECEIVED; and,</p> <p>b) the Civic Administration BE DIRECTED to review the City’s “Special Events Policies and Procedures Manual” and report back on possible amendment to the Manual to address the following matters:</p> <p>i) the disruption caused by special events being held in the evenings prior to a work and/or school day;</p>	September 10, 2019	February 2021	S. Stafford	

File No.	Subject	Request Date	Requested/Expected Reply Date	Person Responsible	Status
	ii) the application of the same rules/restrictions that are in place for Victoria Park to Harris Park; and, iii) increased fines and penalties for special events that contravene the Manual.				
3.	<u>Proposed Core Area Action Plan</u> That, on the recommendation of the Managing Director, Planning and City Planner, and the City Manager, the following actions be taken with respect to the proposed Core Area Action Plan: e) the Civic Administration BE DIRECTED to report back to the Community and Protective Services Committee with respect to clarification as to proposed wording that would be included on any "Kindness Meters";	November 12, 2019	Q4, 2021	G. Barrett	Implementation delayed due to COVID-19 impacts. New target date: Q4 2021 PEC Report July 14, 2020 https://pub-london.escribemeetings.com/filestream.ashx?DocumentId=73475
4.	<u>Tow Truck Operator Licence – Business Licence By-Law L.131-16</u> That the proposed by-law, as appended to the staff report dated December 3, 2019, with respect to the addition of a new category, definition, and fees to the Business Licence By-law BE REFERRED back to the Civic Administration for further consultation with stakeholders and the London Police Services Board and a report back to the Community and Protective Services Committee no later than Q2 of 2020; it being noted that the <u>attached</u> presentation from N. Musicco, Specialist I, Municipal Policy, was received with respect to this matter;	December 3, 2019	Q4, 2020/Q1 2021	G. Kotisfas O. Katolyk N. Musicco	
5.	<u>Swimming Pool Fence By-law - Proposed Amendments</u> That, on the recommendation of the Managing Director, Development and Compliance Services and Chief Building Official, the following actions be taken with respect to the staff report dated February 19, 2020 related to proposed amendments to the Swimming Pool Fence By-law: a) the Civic Administration BE DIRECTED to prepare amendments to the Swimming Pool Fence By-law to modernize the regulations and enhance public safety and hold a public participation meeting at a future	February 19, 2020	Q1 2021	G. Kotsifas O. Katolyk	

File No.	Subject	Request Date	Requested/Expected Reply Date	Person Responsible	Status
	meeting of the Community and Protective Services Committee; and, b) the above-noted staff report BE RECEIVED.				
6.	<u>Vacant Buildings By-law</u> That, on the recommendation of the Managing Director, Development and Compliance Services and Chief Building Official, the following actions be taken with respect to the staff report dated February 19, 2020 related to the Vacant Buildings By-law: a) the Civic Administration BE DIRECTED to prepare amendments to the Vacant Buildings By-law to implement a registry of vacant buildings with associated fees and a proactive enforcement protocol and hold a public participation meeting at a future meeting of the Community and Protective Services Committee; and, b) the above-noted staff report BE RECEIVED.	February 19, 2020	Q1, Q2 2021	G. Kotsifas O. Katolyk	
7.	<u>Property Standards By-law - Proposed Amendments</u> That, on the recommendation of the Managing Director, Development and Compliance Services and Chief Building Official, the following actions be taken with respect to the staff report dated February 19, 2020 related to proposed amendments to the Property Standards By-law: a) the Civic Administration BE DIRECTED to prepare amendments to the Property Standards By-law to modernize the regulations and enhance heritage related matters and hold a public participation meeting at a future meeting of the Community and Protective Services Committee; and, b) the above-noted staff report BE RECEIVED.	February 19, 2020	Q4 2020	G. Kotsifas O. Katolyk	
8.	<u>Suppressing Crime Through Business Licensing Regulations - Theft of Gasoline and Scrap Metal</u> That, on the recommendation of the Managing Director, Development and Compliance Services and Chief Building Official, the following actions be taken	February 19, 2020	Q1 2021	G. Kotsifas O. Katolyk	

File No.	Subject	Request Date	Requested/Expected Reply Date	Person Responsible	Status
	<p>with respect to the staff report dated February 19, 2020 related to suppressing crime through business licensing regulations for the theft of gasoline and scrap metal:</p> <p>a) the Civic Administration BE DIRECTED to continue to consult with the affected Licensees and prepare amendments to the Business Licensing By-law to address the issues of gasoline theft and hold a public participation meeting at a future meeting of the Community and Protective Services Committee;</p> <p>b) the Civic Administration BE DIRECTED to continue to consult with the affected Licensees and prepare amendments to the Business Licensing By-law to address the issues of scrap metal theft and hold a public participation meeting at a future meeting of the Community and Protective Services Committee;</p> <p>c) the above-noted staff report BE RECEIVED;</p> <p>d) the Mayor BE REQUESTED to encourage the provincial government to review the request from the Ontario Association of Chiefs of Police, within the above-noted staff report, to implement a province-wide regulation related to pre-payment technology to counter gas theft in Ontario; and,</p> <p>e) the request for delegation, as appended to the agenda, from C. Gelin, Specialized Recycling Inc., BE REFERRED to the future public participation meeting with respect to this matter;</p> <p>it being noted that communications from J. Stewart, Canadian Independent Petroleum Marketers Association and C. Gelin, Specialized Recycling Inc., as appended to the Added Agenda, with respect to this matter, were received.</p>				
9.	<p><u>Short-Term Accommodations - Proposed Regulations</u></p> <p>That, on the recommendation of the Managing Director, Development and Compliance Services and Chief Building Official, the following actions be taken with respect to the staff report dated February 19, 2020 related to short-term accommodations:</p>	February 19, 2020	Q1 2021	G. Kotsifas O. Katolyk	

File No.	Subject	Request Date	Requested/Expected Reply Date	Person Responsible	Status
	<p>a) the Civic Administration BE DIRECTED to amend all necessary by-laws to address short-term accommodations and hold a public participation meeting at a future meeting of the Community and Protective Services Committee;</p> <p>b) the Civic Administration BE DIRECTED to continue consulting with short-term accommodation platforms on the further collection of Municipal Accommodation Tax; and,</p> <p>c) the above-noted staff report BE RECEIVED; it being noted that a communication from G. Webster, as appended to the Added Agenda, as well as the attached presentation from N. Musicco, Specialist I, Municipal Policy, with respect to this matter, were received.</p>				
10.	<p><u>New Licensing and Licensing Renewal Requirements</u></p> <p>That the following actions be taken with respect to the payment of new licensing and licensing renewal requirements:</p> <p>a) the Civic Administration BE DIRECTED to defer payment of the required licence fee for new applications for Food Premises business licences under the Business Licensing By-law L.-131-15, as amended, for three months from the date of the issuance of the licence;</p> <p>b) the Civic Administration BE DIRECTED to defer payment of the required licensing renewal fee for Cab Drivers, Cab Owners, Accessible Cab Owners, Accessible Cab Drivers and Limousine Owners under the Vehicle for Hire By-law L.-130-71, as amended, for three months from the date of the expiry of the current licence;</p> <p>c) the Civic Administration BE DIRECTED to report back on other actions that could be taken to reduce the burden on other businesses that have been impacted by COVID-19;</p> <p>it being noted that these actions are being taken to ease the financial impacts on those businesses and</p>	March 31, 2020	Q4 2020/Q1 2021	G. Kotsifas O. Katolyk	

File No.	Subject	Request Date	Requested/Expected Reply Date	Person Responsible	Status
	services that have been deemed to be essential and non-essential services by the Federal and Provincial Governments; and, d) subject to the approval of a) and b) above, the City Clerk BE DIRECTED to bring forward the required amendments to the Business Licensing By-law L.-131-15, as amended and the Vehicle for Hire By-law L.-130-71, as amended, to implement the above-noted changes.				
11.	<u>Residential Video Surveillance By-law</u> That the communication, dated July 2020, from D. Johnstone, with respect to a by-law to protect individuals being video recorded in their own private residential backyards BE REFERRED to the Civic Administration for review and a report back at a future meeting of the Community and Protective Services Committee with a delegation from D. Johnstone at that time.	July 15, 2020	Q1 2021	G. Kotsifas O. Katolyk	
12.	<u>Graphic, Unsolicited Flyer Deliveries to Residential Properties</u> That the following actions be taken with respect to graphic, unsolicited flyer deliveries to residential properties: a) the Civic Administration BE DIRECTED to investigate options to address community concerns around graphic, unsolicited flyer deliveries to residential properties and report back to a future meeting of the Community and Protective Services Committee, outlining information and options including, but not limited to: i) steps taken by other municipalities with respect to this matter; and, ii) potential amendments to the existing municipal nuisance by-law or introduction of a new by-law with respect to this matter; b) the communication, dated November 1, 2020, from Councillor van Holst, with respect to this matter, BE REFERRED to the Civic Administration for consideration;	November 3, 2020	Q3 2021	G. Kotsifas O. Katolyk	

File No.	Subject	Request Date	Requested/Expected Reply Date	Person Responsible	Status
	c) the delegation request by M. McCann, London Against Abortion, BE REFERRED to a future public participation meeting with respect to this matter; it being noted that a communication from M. McCann, dated October 30, 2020, with respect to this matter, was received;				
13.	<p><u>Eldon House Board of Directors Membership - M. Donachie, Board Chair</u></p> <p>That the City Clerk BE DIRECTED to bring forward to a future meeting of the Municipal Council a by-law to incorporate the proposed amendments to the Eldon House Corporation by-law, as requested by the Eldon House Corporation Board of Directors as outlined in the communication dated November 24, 2020, from M. Donachie, Eldon House Corporation.</p>	December 15, 2020	Q1, 2021	City Clerk	