

Report to Community and Protective Services Committee

To: Chair and Members, Community and Protective Services Committee Meeting
From: Kevin Dickins, Deputy City Manager, Social and Health Development
Subject: Emergency Treatment Fund (ETF) Approval of Federal Contribution Agreement
Date: March 17, 2025

Recommendation

That, on the recommendation of the Deputy City Manager, Social and Health Development, that the following actions **BE TAKEN**; the *attached* proposed by-law (“Appendix A”) **BE INTRODUCED** at the Municipal Council meeting to be held on April 1, 2025 to:

- 1) **Ratify** the Contribution Agreement Arrangement #2425-HQ-000181 between the City and Canada (Minister of Citizenship and Immigration), executed by the City Manager.
- 2) **Delegate Authority** severally to the City Manager and Deputy City Manager, Social and Health Development, to approve amending agreements with His Majesty the King in Right of Canada, as represented by the Minister of Health (“Canada”) for the Substance Use and Addictions Program – Emergency Treatment Fund Arrangement #2425-HQ-000181 (“Contribution Agreement”) attached as Schedule 1; and
- 3) **Delegate Authority** severally to the City Manager and Deputy City Manager, Social and Health Development, to approve service provider agreements (including amending agreements) with third party services providers that relate to the Contribution Agreement (“Purchase of Service Agreement”) attached as Schedule 1.

Executive Summary

In November 2024, Civic Administration submitted proposals to Health Canada’s Substance Use and Addictions Program – Emergency Treatment Fund (ETF). In February 2025, the proposal *“Urgently Alleviating Substance-Related Harms Through Transactional Outreach to Encampments”* was approved for funding, totaling \$1,400,000 (\$354,999 for 2024-2025 and \$1,045,001 for 2025-2026).

The project aims to provide services, create pathways to support, and meet basic needs for individuals in encampments through multi-agency collaboration.

This Agreement outlines the terms for Canada’s funding contribution, which must be used solely for the project in accordance with applicable laws.

The Agreement will be effective upon signing and end on December 31, 2025. Eligible expenditures incurred between January 1, 2025, and the signing of the Agreement may be reimbursed.

If the agreement is not signed by March 31, 2025, the \$354,999 for 2024-2025 will be lost, as it is only secured within this fiscal year. Delays in signing could also be impacted by a potential election, which may limit Health Canada's ability to proceed. We are strongly encouraged to finalize the agreement by March 14, 2025.

To ensure the 2024-2025 funding is secured, we are requesting the City Manager and Deputy City Manager to sign off before March 31, 2025. City Council will then ratify the

agreement and provide final approval on April 1, 2025, to align with the required funding deadlines.

Linkage to the Corporate Strategic Plan

This report aligns with the strategic areas of focus in the 2023-2027 [City of London Strategic Plan](#). The City of London Strategic Plan (2023-2027) identifies housing and homelessness as a key area of focus, and housing and homelessness work is identified throughout the Strategic Plan, impacting all areas of life for Londoners.

Analysis

1.0 Previous Reports Related to this Matter

- London's Health & Homelessness Whole of Community System Response - Proposed Community Encampment Response Plan (SPPC: June 18, 2024)
- Whole of Community System Response – Community Encampment Plan: Implementation Recommendations 2025 and Basic Needs Update (SPPC: October 29, 2024)

2.0 Discussion and Considerations

2.1 Background

In November 2024 Civic Administration, as supported by community, submitted several projects to Health Canada call for proposals to access the Substance Use and Addictions Program - Emergency Treatment Fund.

This fund for the 2025 to 2026 fiscal year through Health Canada will continue to rapidly respond to the high demand for urgent funding needs that municipalities and Indigenous communities have already identified. The ETF provides urgent, targeted funding to municipalities and Indigenous communities to support rapid responses to the overdose crisis. Funding will address urgent and immediate needs, as defined by the communities, to bolster local capacity and provide access to culturally appropriate, trauma-informed and evidence-based programs and services.

In February 2025, Civic Administration received project approval from Health Canada for one of the two submitted proposals. The approved project entitled "Urgently Alleviating Substance-Related Harms Through Transactional Outreach to Encampments" and attached as Appendix B, received \$1,045,001 in funding for the 2025-2026 fiscal year and \$354,999 for the 2024-2025 fiscal year.

The funding objective for the City of London's application to urgently alleviating substance-related harms through outreach to encampments are as follows:

- Increase provision of outreach services & support capacity
- Direct pathways to recovery and treatment supports and other assistive services
- Enhance provision of basic needs to assist in sustaining life until services can be obtained

The project proposal included provision of basic needs to those in encampments, connection to services and direct service in encampments through a multi-agency collaboration.

2.2 Procurement Process

Civic Administration is recommending that once the contribution agreement is executed. A further report will be provided to committee and council outlining the specific items the funds will support.

3.0 Financial Impact/Considerations

As part of the initial project proposal submission, the following costs were identified.

Personnel salaries and benefits	
2024-2025	2025-2026
\$ 154,186	\$462,558
Description: Total wages and benefit including 1 FTE Manager, 1 FTE Coordinator, 7 FTE Transactional Outreach Workers, Relief, and On-Call.	
Justification: Key positions to meet program objectives of direct service provision, direct pathways, and basic needs provision.	
Travel and accommodations	
2024-2025	2025-2026
\$13,500	\$40,500
Description: Participant travel includes vehicle lease costs, insurance, gas, maintenance and alternative transportation such as taxis.	
Justification: Participant travel costs to support participants to access services and supports.	
Materials and Supplies	
2024-25	2025-2026
\$146,292	\$438,877
Description: Participant support costs, staff clothing, participant meals, comfort stations (portable washrooms) and water.	
Justification: To provide basic needs as direct service participants will require daily meals, access to washrooms and water, as well as personal hygiene and personal supplies.	
Equipment	
2024-2025	2025-2026
\$5,141	\$15,422
Description: Program technology such as phones, iPads, computers, etc.	
Justification: Staff will need to be mobile and will need access to technology as they provide service in encampments.	
Rent and Utilities	
2024-2025	2025-2026
\$4,725	\$14,175
Description: Rental space for staff offices	
Justification: Staff will require office space for meetings, planning and administrative tasks	
Performance Measurement	
2024-2025	2025-2026
\$10,000	\$10,000
Description: Engagement of an evaluation team to provide tool development, data collection, analysis, reporting and evaluation support.	
Justification: Commitment to the evaluation of this initiative.	
Other Costs	
2024-2025	2025-2026
\$21,155	\$63,469
Description:	

Cleaning and maintenance of office, staff wellness, professional development and health and safety, leadership and admin support, insurance, accounting, bookkeeping and auditing, office supplies and legal costs.

Justification:

Ensuring staff and operations are supported during this initiative

4.0 Conclusion

The next steps once the agreement is executed will be to engage and negotiate with agencies who are providing these services to enhance existing capacity for increased service provision to those living in encampments. The basic needs portion of this funding will be addressed through the “Provision of Outdoor Basic Needs” report also being considered by committee on March 17, 2025.

Recommended by: Kevin Dickins, Deputy City
Manager Social Health Development

Cc:

Sandra Datars Bere,	City Manager
Scott Mathers,	Deputy City Manager, Planning & Economic Development
Kelly Scherr,	Deputy City Manager, Environment, and Infrastructure
Anna Lisa Barbon,	Deputy City Manager, Finance Supports
Tara Pollitt,	Deputy City Manager, Legal Services
Cheryl Smith,	Deputy City Manager, Neighbourhood and Community-Wide Services
John Paradis,	Deputy City Manager, Enterprise Supports