

## **Housing & Homelessness Advisory Committee (HHAC)**

Meeting held September 20, 2022

A meeting of the Housing & Homelessness Advisory Committee is held this day commencing at 10:00 o'clock a.m. via Zoom video conference, there being present the following members:

Marina Clemens, Chair  
Councillor Kieran McKenzie  
Anna Angelidis  
Fiona Coughlin  
Phil Dorner  
Eric Hill  
Warden Gary McNamara, County of Essex  
Cynthia Summers, new CEO, CHC  
Angela Yakonich  
Joyce Zuk

### ***Regrets received from:***

Jessica Brunet  
Kathy Hay  
Leigh Vachon

### ***Also present are the following resource personnel:***

Kirk Whittal, Executive Director, Housing & Children's Services  
Jennifer Tanner, Manager, Homelessness & Housing Support  
Jeannie Diamond Francis, County of Essex  
Kelly Goz, Coordinator, Housing Administration & Development  
Tina Moore, Coordinator, Housing Administration & Development  
Frank Garardo, Planner III  
Karen Kadour, Committee Coordinator

### **1. Call to Order**

The Chair calls the meeting to order at 10:04 o'clock a.m. and the Committee considers the Agenda being Schedule A attached hereto, matters which are dealt with as follows:

### **2. Disclosure of Interest**

None disclosed.

### 3. Adoption of the Minutes

Moved by A. Yakonich, seconded by Councillor K. McKenzie,  
That the minutes of the Housing and Homelessness Advisory Committee of its meeting held June 21, 2022 **BE ADOPTED** as presented.  
Carried.

### 4. Business Items

#### 4.1 Recruitment Process for the new term of the Advisory Committees of Council

The Chair indicates that she recently met with the City Clerk and Deputy City Clerk regarding the recruitment process for the Advisory Committees of Council. She refers to the “messaging” through social media that will advise of opportunities to sit on committees and will reflect the diversity in our community. The following questions for discussion were posed by the Clerk’s Office:

- Should HHAC continue and if so, is the present HHAC Mandate still relevant?
- Should the sectors as outlined in the HHAC Terms of Reference and Mandate be eliminated?
- What questions should be asked on the recruitment Application Form?

In terms of the HHAC Mandate, Councillor McKenzie advises that HHAC is crucial and should continue to exist. He adds that productive steps were taken to switch the focus to looking at the homelessness aspect of housing in our community which is a significant crisis that will require the expertise of HHAC members. He refers to the component around intensification, planning and land use which may be another area for consideration.

K. Goz states that the one thing absent both in the Mandate and in some of the questions that would form the application, is around the understanding of the 10 Year Housing and Homelessness Master Plan and the role of HHAC to support and to advocate the strategies under the Plan as it relates to housing and homelessness. Some of the questions were devoid on understanding homelessness issues.

J. Zuk comments that HHAC is an Advisory Committee to City Council, yet the City of Windsor as the Service Manager has a responsibility for the region and as such, there is the concerted effort to make sure there are county appointments to HHAC. She suggests consideration be given to structuring this committee as a board, i.e. ERCA, Solid Waste Authority that works on behalf of the function for the region.

Warden McNamara responds that the City of Windsor is a Service Provider and the County pays “a heavy bill” for that. He adds that they are limited in terms of their

representation at HHAC and adds that the population in the County now exceeds 200,000.

K. Whittal advises that HHAC is an advisory committee for the 10 Year Housing and Homelessness Master Plan and City Council has directed the creation of a Regional Affordable Housing Strategy which incorporates representation from City and County administration.

A. Angelidis indicates that when the 10 Year Housing & Homelessness Plan was adopted, the Committee name was changed to the Housing and Homelessness Advisory Committee. The Plan is City/County and all of the services that they offer are City/County. She emphasizes that all of the activities and the vision applies to both the City and the County.

J. Tanner suggests contacting the City Clerk's Department to determine how other regional committees are structured. HHAC is a Committee of City Council and certainly the needs of housing and homelessness are recognized in the County that we need to address but this may not be the only vehicle to address these issues. She adds that the City and the County are working together to develop a regional affordable housing strategy. She proposes that HHAC determine strategic goals for each year relating to which pieces of the Plan to focus on.

J. Zuk states that as an advisory committee to Council, perhaps the focus should be on the issues within Council's purview. She suggests that we look at the layout for other regional committees. There is an interconnectedness relating to if there is a homelessness issue in the city, it is impacting the county.

The Chair indicates that she will contact the City Clerk regarding the structure of regional committees and notes that the general consensus regarding the mandate is that no amendments are required. In terms of the sectors outlined in the Mandate and Terms of Reference, the sectors could be removed to allow the public to apply to sit on HHAC.

K. Goz advises that the field of expertise limits the involvement of people with lived experience who have housing insecurity because it infers that a person has to be a professional to participate. The question should be asked in a way to ensure that it encompasses the voice of lived experience.

Councillor McKenzie refers to the sectors noted in the Mandate and adds that a deficit to HHAC is that there are not folks with lived experience, however HHAC has expertise. He expresses concern that if the sectors are eliminated, that the same level of understanding in the community may not be achieved.

F. Coughlin responds that many people working in the sector have lived experience as well.

A. Yakonich indicates that most people working in this field have an invested interest in what they do.

Councillor McKenzie reports that Council approved an Indigenous Committee for the upcoming term. He proposes that Indigenous people be formally brought into all of these committee frameworks.

Moved by Councillor McKenzie, seconded by E. Hill,

That the recruitment process for the Housing and Homelessness Advisory Committee **INCLUDE** the sectors currently approved in the Housing and Homelessness Advisory Committee Terms of Reference and Mandate, and further, that the sectors **BE EXPANDED** to include individuals from the 2SLGBTQIA community, the Indigenous community and people with lived experience.

Carried.

**Clerk's Note:** The **sectors** as approved by Council in the revised 2019 Housing and Homelessness Committee Mandate and Terms of Reference are as follows:

*"The Housing and Homelessness Advisory Committee of the City of Windsor consists of the following sectors for the 2019-2022 term:*

- 1 City Councillor Windsor City Council
- 1 Member County Council
- 1 representative (Labour Council)
- 4 representatives (Community Groups)
- 1 representative (Central Housing Registry)
- 2 (Tenant Representatives)
- **1 (Mental Health & Addictions sector)**
- **1 representative (Homeless Coalition sector - Community Developer)**
- 2 representatives (Housing Providers)
- 1 representative (Real Estate Board)
- 1 representative (Housing with Supports)
- 1 representative (Emergency Housing)"

C. Summers asks that when speaking about the intent to invite people with lived experience, will that be combined with the credentials that have been laid out or will that be a separate category for those with lived experience.

The Chair responds that the intent is to recruit those living in social housing, or geared to income housing.

A. Yakonich notes that if people are brought in with lived experience, they may feel uncomfortable when acronyms are introduced and consideration should be given to that.

The Chair suggests that at the beginning of the new term of HHAC, that the new members be welcomed and provided with some education.

## 4.2 Capital Funding Update

Goal 1: Sustain & expand social housing & affordable housing supply

T. Moore provides the following overview of the Capital Funding update:

The Ministry of Municipal Affairs and Housing (MMAH) approved the **Social Services Relief Funding (SSRF, Phase 5)** Investment Plan on August 3, 2022 originally submitted by City Administration in May. Operating costs of \$1.37 million were allocated towards the continuation of the COVID Isolation & Recovery Centre for people experiencing homelessness, and \$1.92 million in capital funding to create new affordable housing in Windsor and Essex County. To secure the capital funding, capital project proposals must be approved by MMAH prior to executing the Contribution Agreements for the end of November.

On September 7, 2022, MMAH introduced the **Community Housing Priority Projects**, an opportunity for City Administration to submit a shovel-ready priority project proposal to the ministry for consideration should funding become available. A business case template outlining one (1) top priority construction-ready project where funding can be committed within the 2022-23 fiscal year must be submitted by September 26, 2022. Project approvals will be communicated before the end of 2022.

J. Diamond Francis asks what processes are in place to add to that project ready list and how do different community groups get on that list. She suggests that building such a list should be a priority if and when the Affordable Housing Strategy Committee comes to fruition.

T. Moore responds that they currently have a “bidder’s list” and anyone that is interested in engaging with their department under affordable housing initiatives is referred to the bidder’s list. She adds that they do not have a list of shovel ready projects at this time. Their goal moving forward is to obtain some funding to do that initial pre-feasibility work because the streams of funding do not include that readiness work.

A. Angelidis states that when the Homeless Coalition meetings were held, discussions took place relating to having shovel ready projects. They also need to know what the requirements are, what does the shovel ready mean to the city when this funding becomes available to groups and these opportunities. We desperately need the funding to create affordable housing. She asks what is the city doing to bring this information forward so that the organizations can be better prepared. She refers to the \$1.92 million in capital funding and asks if there is a project and what is the process.

T. Moore responds that the \$1.92 million is under the SSRF Phase 5. For this new request, they are currently working with the Windsor Essex Community Housing Corporation and the County of Essex.

K. Whittal indicates that the challenge with many of these projects has been with the source of funding and that there will be a requirement potentially for operating funding.

It comes down to scalability; there could be multiple projects, some smaller some larger. It is often a guessing game when an announcement is received – is it \$10 million, \$5 million or \$2 million. This idea of annual funding needs to be explored further to be able to make decisions in regards to project planning.

The Chair suggests that the service manager look at holding an information session with non-profits or small developers and to determine what it means to be “shovel ready” within their portfolio.

Councillor McKenzie asks what HHAC can do to be better prepared for these funding announcements.

The Chair responds that there are thirty-three non-profit housing groups within the city and the county and proposes that we meet with them to provide training and education.

### **4.3 Trans Wellness Ontario Update**

#### Goal 6: Foster Successful Tenancies Through Community Collaboration

J. Tanner advises that Kirk Whittal, Executive Director submitted a memo to the Community Services Standing Committee on August 3, 2022, **attached** as Appendix “A”. As a follow up to the June 2022 HHAC meeting, Housing staff met with Trans Wellness in early August 2022. Trans Wellness Ontario staff are working to develop community based training for identified stakeholders. Housing Services will work to promote the training developed by Trans Wellness Ontario with its homelessness and housing contracted service providers. Housing staff and Trans Wellness Ontario will meet regularly for the remainder of the year and into 2023 to achieve the shared goals of education, awareness, and a review of policy and procedures, where appropriate. Housing Services will provide an update to Council in 2023.

In response to a question asked by Warden McNamara regarding if the County will be involved in working with the Trans Wellness Ontario group, J. Tanner advises that J. Diamond-Francis will be included on those meetings.

### **4.4 By-Names Prioritized List**

#### Goal 3: Ending Homelessness: Windsor Essex By-Names Prioritized List Data, August 2022

K. Goz provides an overview of the following By-Names List and notes that in August 2022, there was a slight reduction in the number of people experiencing active

homelessness throughout the region. The major contributor to that was the number of individuals who went to an inactive state or had not connected with a service provider in the previous ninety days. She adds that the month of August 2022, was actually the highest seen historically as typically there is a move to an active trend around the seven to ten percent mark per month.

Monthly homelessness data		Outflow			Inflow			Balance Check		
Chronic	Month	Actively Homeless	Move-Ins	Moved to Inactive	Newly Identified	Aged-In	Returned from Inactive	Returned from Housing	Net Monthly Change	Balance Check
Past month for balance check static values	Jul-22	374	33	11	30	8	13	5	12	
Current month dynamic formulas	Aug-22	369	32	31	28	10	11	9	-5	Yes

  

Monthly homelessness data		Outflow			Inflow			Balance Check		
Veteran	Month	Actively Homeless	Move-Ins	Moved to Inactive	Newly Identified	Aged-In	Returned from Inactive	Returned from Housing	Net Monthly Change	Balance Check
Past month for balance check static values	Jul-22	1	0	0	0		0	0	0	
Current month dynamic formulas	Aug-22	1	0	0	0		0	0	0	Yes

  

Monthly homelessness data		Outflow			Inflow			Balance Check		
All Populations	Month	Actively Homeless	Move-Ins	Moved to Inactive	Newly Identified	Aged-In	Returned from Inactive	Returned from Housing	Net Monthly Change	Balance Check
Past month for balance check static values	Jul-22	491	61	12	63		15	7	12	
Current month dynamic formulas	Aug-22	488	53	44	69		14	11	-3	Yes

Moved by Warden McNamara, seconded by J. Zuk,  
That the verbal Administrative Reports relating to the updates for Capital Funding, Trans Wellness Ontario and the By-Names prioritized list **BE RECEIVED**.  
Carried.

#### 4.5 2021 Annual Report

Councillor McKenzie asks in terms of the 10 Year Housing and Homelessness Master Plan, is the city on track to achieve the goals.

K. Goz responds that progress has been made on the Plan. Additional COVID funding for operating and capital have allowed administration and the city as a whole to expedite some of the things that would not have been undertaken without those dollars. The landscape has changed since the review done in 2018 as there is a mental health and opioid crisis that needs to be addressed which is a constant contributor to our rates around homelessness and housing and ensuring that folks remain housed once they are able to attain permanent market rent or supportive housing. She reports that administration is required legislatively to undertake another five year review which will occur in 2023. The question is will they end homelessness by 2028, and adds it will take

the right investments for housing and homelessness. There is anticipation to see what can be achieved through both the Housing Hub that will be created in the County as well as what the H4 has taught us through the project over the last two years. We can expedite access to housing through that model and can get better outcomes for folks but all of the partners have to come to the table to contribute in a meaningful way. The partners will include all sectors, levels of government, City/County, Provincial, Federal, the private sector and the faith-based community and how do we as HHAC engage with those sectors that have not interfaced with Administration.

Moved by Councillor McKenzie, seconded by Warden McNamara,  
That the 2021 Annual Report **BE RECEIVED.**  
Carried.

**5. New Business**

None

**6. Date of Next Meeting**

The next meeting will be held at the call of the Chair.

**7. Adjournment**

There being no further business, the meeting is adjourned at 11:45 o'clock a.m.

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**CHAIR**

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**COMMITTEE COORDINATOR**