



The Corporation of the County of Wellington
Social Services Committee
Agenda

October 8, 2014

1:00 pm

County Administration Centre
Guthrie Room

Members: Warden White; Councillors Tosh (Chair), Innes, Whale, L. White

	Pages
1. Call to Order	
2. Declaration of Pecuniary Interest	
3. New Willowdale Child Care Centre Project Status Report	2 - 2
4. Social Services Financial Statements and Variance Projections as of September 30, 2014	3 - 10
5. Child Care	
5.1 Directly Operated Child Care Centre User Fees	11 - 13
6. Housing	
6.1 Extraordinary Funding Policy Report	14 - 17
7. Ontario Works	
7.1 Circles Guelph Wellington Report	18 - 21
7.2 Homelessness Strategy - Housing First Update	22 - 23
7.3 Ontario Works Statistics	24 - 28
8. Closed Meeting	
(Agenda emailed under separate cover)	
9. Rise and Report	
10. Adjournment	
Next meeting date November 12, 2014 or at the call of the Chair.	



COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Social Services Committee
From: Kevin Mulholland, Construction & Property Manager
Date: Wednesday, October 8, 2014
Subject: New Willowdale Child Care - Project Status Report #3

Status of project	<ul style="list-style-type: none">- Aluminum window installation is complete- Roofing is substantially complete- Exterior insulation has been installed- Masonry block walls are now complete- Drywall installation has begun- Mechanical & electrical installations have continued
Upcoming work and deadlines	<ul style="list-style-type: none">- Drywall will be installed- Painting will be completed- Ceilings installation will begin- Flooring finishes will be started- Doors & hardware will begin- Millwork installation will get started- Washroom partitions & accessories will begin- Mechanical & electrical trades will continue installations- Aluminum composite panels will begin- Fence installation will be finished- Concrete curbs & sidewalks will be installed- Paving & markings will get started- Landscape work will begin
Status of construction schedule	<ul style="list-style-type: none">- project completion is currently scheduled for late Nov/early Dec /14
Change orders approved since last meeting	<ul style="list-style-type: none">- 13
Total change orders approved to date	<ul style="list-style-type: none">- 3 (Demolition contract)- 10 (New construction contract)
Total net value of change orders approved to date	<ul style="list-style-type: none">- \$15,918.85 (Demolition contract)- \$84,004.11 (New construction contract)

Recommendation:

That the new Willowdale Child Care Project Status Report be received for information.

Respectfully submitted,

Kevin Mulholland
Construction & Property Manager



COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Social Services Committee
From: Ken DeHart, County Treasurer
Date: Wednesday, October 8, 2014
Subject: **Social Services Financial Statements and Variance Projections as of September 30, 2014**

Background:

This report is respectfully submitted in accordance with the County's Budget Variance Reporting policy, and provides a first projection to year-end based on expenditures and revenues to September 30, 2014 for Social Services.

Ontario Works

- Ontario Works caseload in the County has seen a small decrease of 1.3% over the 2013 average caseload at the end of August. The 2014 budget allowed for an increase of 5% over 2013 actual costs. The gross savings in expenditure to date is approximately \$176,500 (\$20,100 net). If the caseload trends as anticipated, a net year end favourable County variance of approximately \$20,000 will remain.
- Ontario Works benefit costs for the City are under budget year to date by approximately \$169,200 gross or \$19,300 net. At the end of August, the average year to date caseload is 3.6% higher than the average 2013 caseload. The 2014 budget allowed for an increase of 5% over the 2013 actual costs. If caseload remains at the average currently experienced it is estimated that there will be year-end net City savings of approximately \$25,700.
- The salary and benefits line appears to be tracking high relative to budget at the end of September. This relates largely to the timing of certain benefit costs and it is expected that this line will come in close to budget at the end of the year.
- Small savings in the discretionary benefits lines are offset by higher costs in employment placements. It is anticipated that these lines will all track close to budget at year end and no significant variance is expected.
- The transfer payments line appears under budget at this time. This is related to the timing of payments and the entire budget will be spent by year end.
- Grants and Subsidies are favourable at this point in the year due to one-time funding of \$69,300 committed by the Province to assist with the implementation of the new SAMS software, and a one-time payment of \$8,200 to offset costs related to the ice storm assistance grocery card programme administered earlier this year. These funds will be used to offset administration costs over the year.
- It is estimated that at year end the County will be close to budget with small year end savings of approximately \$15,000 to \$20,000. The City is also expected to end the year close to budget and could see small savings of approximately \$25,000 to \$35,000.

Child Care

- The social assistance line shows is tracking low relative to budget at this point in the year. There are several large expenditures that will take place over the last quarter of the year including costs related to the construction of Willowdale and The Inclusive Early Childhood System Research Project. It is anticipated that these expenditures along with increased fee subsidy costs fully utilize the budget and no significant variance will result.
- The purchased services line continues to appear over budget as a result of approximately \$141,000 in one-time expenses that are being funded through the Community Integration Leadership project (CIL) and are offset by additional provincial grants that do not have any net municipal cost. Without these one-time expenses the purchased services line sits at approximately 47% reflecting savings that could result in net municipal savings of \$10,000-15,000.
- The transfer payments line is made up of funding to support the Data Coordinator position with Public Health. This position is funded through the transfers from reserves line (Best Start) in 2014.

- Revenue from parent fees at the County operated child care centres are currently under budget. This is a result of a greater number of families requiring subsidized child care using the centres. An unfavourable year end variance of approximately \$45,000 is projected.
- Salaries at Mount Forest Child Care Centre are over budget year to date as a result of additional costs for coverage over the summer months. It is expected that these costs will correct themselves over the last quarter and any net municipal County cost will be minor (less than \$10,000).
- It is projected that child care as a whole will be close to budget at year end with small savings in purchases services offset by lower parent fee revenue and slightly increased staffing costs at Mount Forest. No significant variance is expected.

Willowdale

- Construction of the new Willowdale Child Care Centre continues and it is estimated that this building will be completed late November. The project is tracking close to budget and no significant variance is expected on the capital project.
- The operating budget for the new Willowdale Child Care and Learning Centre was planned for 4 months of 2014. The Centre is now expected to open to the public early in 2015. Some costs are anticipated during the last quarter as staff prepare to begin offering services however savings will result. Net municipal City savings are projected to be in the area of \$55,000.

Housing

- Over \$500,000 in year-to-date savings from monthly subsidy payments to non-profit and co-operative housing providers and the completion of outstanding annual subsidy reconciliations have been realized. A significant portion of the savings will be utilized to support the mould remediation needs of Wyndham Hill Co-op as previously reported to committee. It is anticipated that at year end these savings will be in the area of \$220,000 (\$85,000 City and \$135,000 County).
- The Community Homelessness Prevention Initiative (CHPI) funding appears to be under budget by approximately \$400,000 to date. The majority of these savings are related to the timing of payments made to agencies – many of which are made in the fourth quarter. It is expected that at year end municipal savings of approximately \$100,000 - \$150,000 could be realized.
- The purchased services line appears over budget at this point in the year. This variance is largely related to the timing of property taxes. It is anticipated that these costs will come in close to budget at year end and no significant variance is expected.
- The salary and benefits line is under budget at September 30th due to vacancies and gapping. This is expected to continue to year end and result in a positive year end variance of approximately \$100,000.
- The announcement by the Provincial government of the Investment in Affordable Housing for Ontario (IAH) funding extension results in a 2014/2015 allocation for the County in the amount of \$1,042,700. This funding does not require any municipal funding contribution and staff are working on a strategy to utilize the funds in the community. Future allocations will be included in the upcoming 2015-2019 budget process.
- Rent revenue is tracking ahead of budget and a favourable year end variance of approximately \$85,000 could be realized.
- The minor capital budget line appears to be under budget as a result of timing of work to be completed. Staff are not anticipating any significant year end savings in minor capital.
- Overall social housing year end savings are estimated at approximately \$420,000 (\$170,000 County and \$250,000 City).

Housing Capital

- The majority of the housing capital projects are underway and nearing completion. It is anticipated that there will be a small favourable variance overall at year end. The County's portion will be transferred to the Social Housing Capital Reserve. Four projects are currently in the design phase and will carry forward to the 2015 budget year.

Affordable Housing

- Rent revenue at Fergusson Place is currently ahead of budget by approximately \$49,000. This is a result of the reduction in budgeted revenue to allow for a possible rent reduction for tenants in the first quarter of 2014. The rent reduction was not required and as such it is anticipated that at year end a favourable variance of approximately \$65,000 will be realized.
- As reported previously the salary line is tracking slightly over budget due to additional staff time needed in relation to the mould remediation. It is anticipated that there will be a minor negative variance at year end.
- Funding from the province for Fergusson Place is paid over a 20 year period and acts as an offset to debt charges. These debt charges are paid in June and December and provincial grants will be received at the same time. No variance is expected at year end.
- The supplies, materials and equipment line is over budget year to date. This is a result of higher than anticipated costs in the area of heating systems maintenance partially due to the winter weather conditions. It is expected that over expenditures in this budget line will be offset by savings in the purchased services line.
- The purchase of 182 George Street, Arthur Affordable Housing project was completed within budget. On the operating side, it will result in unbudgeted costs in 2014. It is anticipated that rents collected will largely cover these costs. Any shortfall or surplus will be handled through the County's Housing Development Reserve Fund.
- Mould remediation work at Fergusson Place is now completed and final invoices are being received. This project will remain well within budget.
- Overall, it is anticipated that Fergusson Place will generate a year end surplus of approximately \$50,000. Any surplus will be transferred to the County's Housing Development Reserve Fund.

Summary

The following table summarizes current variance projections for Social Services:

Programme	Projected County Variance	Projected City Variance	Total Projected Variance
Ontario Works	\$15,000 - \$20,000	\$25,000 - \$35,000	\$40,000 - \$55,000
Child Care	\$0	\$55,000	\$55,000
Social Housing	\$170,000	\$250,000	\$420,000
Affordable Housing	\$0	\$0	\$0
Total	\$185,000 - \$200,000	\$330,000 - 340,000	\$515,000 - \$530,000

The most significant area of savings in social services is housing with total projected savings of approximately \$420,000. Overall, the year-end savings are projected to be between \$515,000 and \$530,000 (\$185,000-\$200,000 County and \$330,000-\$340,000 City).

Recommendation:

That the Financial Statements and Variance Projections as of September 30, 2014 for Social Services be approved.

Respectfully submitted,



Ken DeHart, CPA, CGA
County Treasurer



County of Wellington
Ontario Works
Statement of Operations as of
30 Sep 2014

	Annual Budget	September Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Revenue					
Grants and Subsidies	\$18,693,500	\$1,635,553	\$14,100,736	75%	\$4,592,764
Municipal Recoveries	\$3,772,200	\$285,133	\$2,567,070	68%	\$1,205,130
Other Revenue	\$56,900	\$2,290	\$50,033	88%	\$6,867
Internal Recoveries	\$10,300	\$3,737	\$11,425	111%	\$(1,125)
Total Revenue	\$22,532,900	\$1,926,713	\$16,729,265	74%	\$5,803,635
Expenditures					
Salaries, Wages and Benefits	\$5,725,200	\$471,724	\$4,374,346	76%	\$1,350,854
Supplies, Material & Equipment	\$213,800	\$7,122	\$127,600	60%	\$86,200
Purchased Services	\$372,600	\$28,278	\$261,251	70%	\$111,349
Social Assistance	\$16,740,000	\$1,446,000	\$12,257,483	73%	\$4,482,517
Transfer Payments	\$24,300	\$0	\$12,171	50%	\$12,129
Insurance & Financial	\$0	\$0	\$569	0%	\$(569)
Internal Charges	\$1,269,900	\$109,079	\$959,761	76%	\$310,139
Total Expenditures	\$24,345,800	\$2,062,202	\$17,993,182	74%	\$6,352,618
NET OPERATING COST / (REVENUE)	\$1,812,900	\$135,489	\$1,263,917	70%	\$548,983
NET COST (REVENUE)	\$1,812,900	\$135,489	\$1,263,917	70%	\$548,983



County of Wellington
Child Care Services
Statement of Operations as of
30 Sep 2014

	Annual Budget	September Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Revenue					
Grants and Subsidies	\$11,080,300	\$865,838	\$8,290,644	75%	\$2,789,656
Municipal Recoveries	\$2,223,100	\$(8,035)	\$1,147,442	52%	\$1,075,658
User Fees & Charges	\$241,000	\$12,972	\$123,953	51%	\$117,047
Internal Recoveries	\$313,100	\$1,255	\$223,993	72%	\$89,107
Total Revenue	\$13,857,500	\$872,030	\$9,786,031	71%	\$4,071,469
Expenditures					
Salaries, Wages and Benefits	\$3,210,100	\$253,698	\$2,212,602	69%	\$997,498
Supplies, Material & Equipment	\$168,100	\$18,905	\$114,811	68%	\$53,289
Purchased Services	\$139,800	\$11,444	\$213,488	153%	\$(73,688)
Social Assistance	\$10,126,200	\$584,381	\$7,040,577	70%	\$3,085,623
Transfer Payments	\$100,000	\$0	\$97,994	98%	\$2,006
Insurance & Financial	\$0	\$0	\$3,607	0%	\$(3,607)
Minor Capital Expenses	\$119,600	\$26,346	\$26,346	22%	\$93,254
Internal Charges	\$951,700	\$52,746	\$685,635	72%	\$266,065
Total Expenditures	\$14,815,500	\$947,521	\$10,395,059	70%	\$4,420,441
NET OPERATING COST / (REVENUE)	\$958,000	\$75,490	\$609,028	64%	\$348,972
Transfers					
Transfers from Reserves	\$(100,000)	\$(52,811)	\$(102,811)	103%	\$2,811
Total Transfers	\$(100,000)	\$(52,811)	\$(102,811)	103%	\$2,811
NET COST (REVENUE)	\$858,000	\$22,679	\$506,217	59%	\$351,783



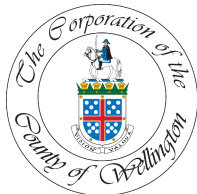
County of Wellington
Social Housing
Statement of Operations as of
30 Sep 2014

	Annual Budget	September Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Revenue					
Grants and Subsidies	\$7,254,500	\$495,269	\$5,411,555	75%	\$1,842,945
Municipal Recoveries	\$15,458,300	\$1,389,065	\$10,677,789	69%	\$4,780,511
Licenses, Permits and Rents	\$5,125,000	\$448,677	\$3,917,207	76%	\$1,207,793
User Fees & Charges	\$52,500	\$5,784	\$47,036	90%	\$5,464
Other Revenue	\$0	\$0	\$1,798	0%	\$(1,798)
Total Revenue	\$27,890,300	\$2,338,794	\$20,055,386	72%	\$7,834,914
Expenditures					
Salaries, Wages and Benefits	\$3,416,700	\$273,619	\$2,482,741	73%	\$933,959
Supplies, Material & Equipment	\$339,700	\$20,191	\$208,803	61%	\$130,897
Purchased Services	\$6,067,700	\$655,584	\$4,800,464	79%	\$1,267,236
Social Assistance	\$17,574,500	\$1,473,395	\$12,234,861	70%	\$5,339,639
Transfer Payments	\$1,225,300	\$0	\$919,008	75%	\$306,292
Insurance & Financial	\$224,100	\$112	\$184,894	83%	\$39,206
Minor Capital Expenses	\$1,325,000	\$109,622	\$599,411	45%	\$725,590
Internal Charges	\$653,800	\$54,523	\$498,923	76%	\$154,877
Total Expenditures	\$30,826,800	\$2,587,046	\$21,929,104	71%	\$8,897,696
NET OPERATING COST / (REVENUE)	\$2,936,500	\$248,252	\$1,873,718	64%	\$1,062,782
Transfers					
Transfer to Capital	\$290,200	\$0	\$290,200	100%	\$0
Transfer to Reserves	\$1,500,000	\$0	\$1,500,000	100%	\$0
Total Transfers	\$1,790,200	\$0	\$1,790,200	100%	\$0
NET COST (REVENUE)	\$4,726,700	\$248,252	\$3,663,918	78%	\$1,062,782



County of Wellington
County Affordable Housing
Statement of Operations as of
30 Sep 2014

	Annual Budget	September Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Revenue					
Grants and Subsidies	\$206,400	\$0	\$157,049	76%	\$49,352
Licenses, Permits and Rents	\$404,200	\$49,060	\$360,915	89%	\$43,285
User Fees & Charges	\$0	\$0	\$950	0%	\$(950)
Total Revenue	\$610,600	\$49,060	\$518,914	85%	\$91,686
Expenditures					
Salaries, Wages and Benefits	\$3,600	\$266	\$3,589	100%	\$11
Supplies, Material & Equipment	\$14,200	\$4,219	\$18,235	128%	\$(4,035)
Purchased Services	\$294,900	\$32,657	\$199,833	68%	\$95,067
Transfer Payments	\$3,500	\$0	\$0	0%	\$3,500
Insurance & Financial	\$9,900	\$0	\$9,530	96%	\$370
Minor Capital Expenses	\$26,600	\$0	\$11,071	42%	\$15,529
Debt Charges	\$301,600	\$0	\$230,500	76%	\$71,100
Total Expenditures	\$654,300	\$37,142	\$472,757	72%	\$181,543
NET OPERATING COST / (REVENUE)	\$43,700	\$(11,918)	\$(46,157)	(106%)	\$89,857
Transfers					
Transfers from Reserves	\$(43,700)	\$0	\$0	0%	\$(43,700)
Transfer to Reserves	\$500,000	\$0	\$500,000	100%	\$0
Total Transfers	\$456,300	\$0	\$500,000	110%	\$(43,700)
NET COST (REVENUE)	\$500,000	\$(11,918)	\$453,843	91%	\$46,157



County of Wellington

Social Services

Capital Work-in-Progress Expenditures by Department

All Open Projects For The Period Ending September 30, 2014

	Approved Budget	September Actual	LIFE-TO-DATE ACTUALS				Remaining Budget
			Current Year	Previous Years	Total	% of Budget	
Child Care Services							
Willowdale Construction	\$2,375,000	\$123,410	\$1,170,039	\$0	\$1,170,039	49%	\$1,204,961
Subtotal Child Care Services	\$2,375,000	\$123,410	\$1,170,039	\$0	\$1,170,039	49 %	\$1,204,961
Social Housing							
Mohawk/ Montana Kitchens	\$310,000	\$0	\$13,265	\$204,230	\$217,495	70%	\$92,505
301-303 Edinburgh Kitchens	\$90,000	\$0	\$0	\$50,271	\$50,271	56%	\$39,729
Palmerston Kitchens	\$80,000	\$0	\$0	\$73,227	\$73,227	92%	\$6,774
261-263 Speedvale Elevator	\$40,000	\$0	\$0	\$0	\$0	0%	\$40,000
221 Mary Landscape upgrade	\$50,000	\$0	\$0	\$0	\$0	0%	\$50,000
263 Speedvale Fire System	\$60,000	\$0	\$0	\$0	\$0	0%	\$60,000
500 Ferrier Front Entrance	\$40,000	\$0	\$0	\$0	\$0	0%	\$40,000
Applewood Sunset Parking Lot	\$100,000	\$0	\$0	\$0	\$0	0%	\$100,000
51 John St Make up Air Unit	\$70,000	\$0	\$0	\$0	\$0	0%	\$70,000
Willow Dawson Parking Lot	\$130,000	\$0	\$0	\$0	\$0	0%	\$130,000
450 Albert Front Entrance	\$40,000	\$0	\$0	\$0	\$0	0%	\$40,000
229 Dublin Roof	\$25,000	\$0	\$0	\$0	\$0	0%	\$25,000
212 Whites Rd Parking Lot	\$100,000	\$0	\$0	\$0	\$0	0%	\$100,000
130 Grange Balcony Waterproof	\$170,000	\$0	\$3,002	\$0	\$3,002	2%	\$166,998
212 Whites Rd Make up Air Unit	\$50,000	\$0	\$0	\$0	\$0	0%	\$50,000
411 Waterloo Retaining Wall	\$180,000	\$15,773	\$128,530	\$0	\$128,530	71%	\$51,470
212 Whites Rd Balcony	\$120,000	\$0	\$0	\$0	\$0	0%	\$120,000
Subtotal Social Housing	\$1,655,000	\$15,773	\$144,797	\$327,728	\$472,525	29 %	\$1,182,475
Affordable Housing							
Investing in Affordable Hsg	\$600,000	\$0	\$0	\$0	\$0	0%	\$600,000
Gordon St Moisture Remediation	\$350,000	\$0	\$239,539	\$62,582	\$302,122	86%	\$47,878
Purchase Arthur Affordable Hsg	\$1,100,000	\$0	\$1,074,861	\$0	\$1,074,861	98%	\$25,140
Subtotal Affordable Housing	\$2,050,000	\$0	\$1,314,400	\$62,582	\$1,376,982	67 %	\$673,018
Total Capital	\$6,080,000	\$139,183	\$2,629,236	\$390,310	\$3,019,546	50%	3,060,454



COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chairman and Members of the Social Services Committee
From: Luisa Della Croce, Director of Child Care Services
Date: Wednesday October 8, 2014
Subject: **User Fees - Directly Operated Child Care Centres**

CC-14-14

Background:

User fees charged by Directly Operated Child Care Centres are reviewed by staff on an annual basis when preparing for the operating budget of the upcoming year and the preliminary five year plan.

The review considers projected increases to operational costs, the income status of the families in the municipality, and the average public rates being charged by other local child care centres.

Update:

Based on the review conducted in September 2014, staff recommend the following user fees to be in effect as of January 1, 2015.

Mount Forest Child Care and Learning Centre

Programme	Current 2014 Daily Rates	Proposed 2015 Daily Rates*	% Increase
Infants			
Full day, 5 days/week	\$51.50	\$53.05	3%
Full day < 5 days/week	\$60.75	\$63.60	5%
½ day with lunch	\$33.50	\$34.50	3%
½ day without lunch	\$30.90	\$31.85	3%
Toddlers			
Full day, 5 days/week	\$35.95	\$37.75	5%
Full day < 5 days/week	\$39.60	\$41.60	5%
½ day with lunch	\$23.80	\$25.00	5%
½ day without lunch	\$21.70	\$22.80	5%
Preschoolers			
Full day, 5 days/week	\$33.75	\$35.45	5%
Full day < 5 days/week	\$37.15	\$39.00	5%
½ day with lunch	\$22.10	\$23.20	5%
½ day without lunch	\$20.10	\$21.10	5%

Palmerston Child Care and Learning Centre

Programme	Current 2014 Daily Rates	Proposed 2015 Daily Rates	% increase
Toddlers			
Full day, 5 days/week	\$35.95	\$37.75	5%
Full day < 5 days/week	\$39.60	\$41.60	5%
½ day with lunch	\$23.80	\$25.00	5%
½ day without lunch	\$21.70	\$22.80	5%
Preschoolers			
Full day, 5 days/week	\$33.75	\$35.45	5%
Full day < 5 days/week	\$37.15	\$39.00	5%
½ day with lunch	\$22.10	\$23.20	5%
½ day without lunch	\$20.10	\$21.10	5%

Willowdale Child Care and Learning Centre

Programme	Current 2014 Daily Rates	Proposed 2015 Daily Rates*	% Increase
Infants			
Full day, 5 days/week	\$53.05	\$53.05	0
Full day < 5 days/week	\$63.60	\$63.60	0
½ day with lunch	\$34.50	\$34.50	0
½ day without lunch	\$31.85	\$31.85	0
Toddlers			
Full day, 5 days/week	\$42.90	\$42.90	0
Full day < 5 days/week	\$47.00	\$47.00	0
½ day with lunch	\$29.25	\$29.25	0
½ day without lunch	\$25.15	\$25.15	0
Preschoolers			
Full day, 5 days/week	\$37.70	\$37.70	0
Full day < 5 days/week	\$41.65	\$41.65	0
½ day with lunch	\$24.20	\$24.20	0
½ day without lunch	\$21.10	\$21.10	0

Fees for Willowdale Child Care and Learning Centre will be reviewed once a re-opening date is determined.

Recommendation:

That the user fees for Directly Operated Child Care Centres as of January 1, 2015 be approved as set out in report CC-14-14 and

That staff be directed to prepare the necessary by-law.

Respectfully submitted,

A handwritten signature in cursive script that reads "Luisa Artuso". The signature is written in dark ink and is positioned above the printed name and title.

Luisa Artuso
Director, Child Care Services



COUNTY OF WELLINGTON

COMMITTEE REPORT

HS – 14 - 09

To: Chair and Members of the Social Services Committee
From: Harry Blinkhorn, Acting Director of Housing
Date: October 8, 2014
Subject: Extraordinary Funding Policy

Background: The Corporation of the County of Wellington is the Consolidated Municipal Service Manager (CMSM) for the purposes of administering Federally, Provincially and Municipally funded programmes under the Housing Services Act, 2011 (HSA) and its Regulations.

On June 25, 2003, County Council passed the Extraordinary Funding for Social Housing Providers policy, which prescribed some of the rules around a request for additional capital funding. While this policy still holds some relevance, with the implementation of the Housing Services Act, 2011 a policy update is required.

Proposed Policy: The new Extraordinary Funding policy updates any references to the Social Housing Reform Act in the previous policy, as well as, differentiates between extraordinary capital funding requests and extraordinary operational budget funding request. The new policy also identifies new approval authority measures for funding requests with short timeframes.

Attachments: HS2013-PA17.0 Extraordinary Funding

Next Steps: Upon approval of the proposed policy, staff will communicate the new policy to housing providers. Housing staff will do this by the development and disbursement of housing provider directives which identify the proper steps for requesting extraordinary capital funding and extraordinary operational budget funding.

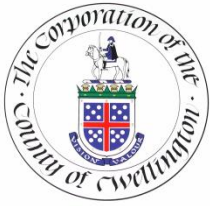
Recommendation:

That the proposed Extraordinary Funding policy updated under the Housing Services Act, 2011 and presented in this Report, be approved.

Respectfully submitted,

A handwritten signature in blue ink that reads 'Harry Blinkhorn'.

Harry Blinkhorn
Acting Director of Housing



Social Services Department Housing Services

Policy Name:	Extraordinary Funding	Policy Catalogue #	HS 2014-PA17.0
Department:	Administration	Approved by:	Committee and Council
Approval Date:	Signature:		

1.0 PURPOSE

To establish the authority and process for approving extraordinary funding requests for capital or operating expenditures, between housing providers and the County of Wellington in its role as Consolidate Municipal Service Manager(CMSM).

2.0 REVISION HISTORY

June 25, 2003 - Extraordinary Funding for Social Housing Providers (remove/replace)

3.0 POLICY

The County of Wellington in its role as CMSM, reserves the right to approve or deny one time funding to its housing providers in amounts above those prescribed by the province, by way of a loan that may or may not be repayable, in times where such extraordinary funding is required to maintain the housing providers financial stability.

3.1 Extraordinary Capital Funding

Pursuant to the Housing Services Act, 2011 (HSA) and Ontario Regulation 367/11 section 98, if additional funding is provided for capital requirements by the CMSM by way of an extraordinary funding request, the housing provider may use the amounts only in accordance with the conditions or requirements imposed by the CMSM at the time the additional amounts were provided.

All requests for extraordinary capital funding made by housing providers must be submitted directly to the Social Services Administrator and the Director of Housing in a form that may be prescribed; with final approval authority coming from the County of Wellington, Social Services Committee and County Council.

3.2 Extraordinary Operational Budget Funding

If amounts in a housing provider's operational budget are provided by the CMSM by way of an extraordinary funding request, the housing provider may use the amounts only in accordance with the conditions or requirements imposed by the CMSM at the time the amounts were provided.

All requests for extraordinary operational budget funding made by housing providers must be submitted directly to the Social Services Administrator and the Director of Housing in a

form that may be prescribed; with final approval authority coming from the County of Wellington, Social Services Committee and County Council.

3.3 Exception for Timing of Approvals

In extraordinary circumstances, where time does not permit submission to Committee and Council due to the nature, timing or circumstance of the emergency funding request; final approval authority may be at the discretion of the Social Services Administrator, County of Wellington Treasurer and the County Warden. Housing providers are expected to meet all deadlines for submission as required by the CMSM.

4.0 DEFINITIONS

- (1) “Extraordinary Capital Funding” means any subsidy request which is over and above the funding indicated by the funding model and its benchmarks, and represents application for additional capital subsidy that may be unaffordable to the housing provider due to exceptional circumstances brought upon by an emergency situation and not by poor financial or management planning;
- (2) “Extraordinary Operating Funding” means any subsidy request which is over and above the funding indicated by the funding model and its benchmarks, and represents application for additional operating subsidy on a one-time or exceptional basis brought upon by an emergency situation and not by poor financial or management planning;
- (3) “CMSM” means Consolidated Municipal Service Manager. The Corporation of the County of Wellington is the Consolidated Municipal Service Manager for the geographic area that includes The County of Wellington and the City of Guelph for the purposes of the Housing Services Act, 2011;
- (4) “Housing Provider” means all landlords in the County of Wellington CMSM service area that fall under Ontario Regulation 368/11, Schedule 35;
- (5) “Geared-to-Income housing assistance” means any subsidy request which is over and above the funding indicated by the funding model and its benchmarks, and represents application for additional subsidy;
- (6) “Housing Subsidy” means any funds flowed by the CMSM to housing providers enabling them to provide geared-to-income housing assistance to resident households. The housing subsidy, together with revenues (rents and other shelter related income) collected by the housing providers, covers all the operating costs of the provider including the payment of mortgage and property taxes. The subsidy also includes an amount that the provider is required to set aside for future capital requirements.
- (7) “Policy Approval Date” means the date this policy received final approval by County Council.

5.0 APPLICATION

This Extraordinary Funding policy is an update of the “Extraordinary Funding for Social Housing Providers” which was passed into use by County Council on June 26, 2003. The

updated policy comes into effect on the policy approval date and will replace and remove from use the “Extraordinary Funding for Social Housing Providers” policy.

5.0 PROCEDURES

N/A

7.0 RELEVANT LEGISLATION & POLICY

Extraordinary Funding for Social Housing Providers - June 25, 2003

Housing Services Act, 2011

Ontario Regulation 367/11



Alternative Formats Available Upon Request



To: Chair and Members of the Social Services Committee
From: Stuart Beumer, Director of Ontario Works
Date: Wednesday, October 8, 2014
Subject: **Circles Guelph Wellington**

Background:

In October of 2012 the Social Services Committee was provided with an overview of activities being launched across our communities related to the Bridges out of Poverty training (OW-12-11). The report outlined three main initiatives that are housed under the Circles™ Guelph Wellington banner. A number of community agencies and volunteers have worked together to successfully move these actions forward over the past two years.

This report provides an update to Committee on the progress and achievements of Circles™ Guelph Wellington as well as a proposed change to heighten the leadership role and responsibility of the County for the overall initiative. Outlined below is a summary of current and proposed key roles and responsibilities.

Guiding Coalition:

Circles™ Guelph Wellington is a collaborative community initiative that is supported and aligned with the local Poverty Task Force. Community leadership to the initiative is provided by the Guiding Coalition community committee. The Guiding Coalition includes agency representatives, volunteers and individuals living in poverty.

Administrative support is provided to the Guiding Coalition by the lead community agency for the initiative; this is currently Wellington Dufferin Guelph Public Health (WDGPH). In the proposed new model the lead agency responsibility would transition to the County of Wellington, Ontario Works division. These functions would fall under the responsibility of the Manager of Employment Services.

Bridges out of Poverty:

Bridges out of Poverty is a framework designed to educate individuals from the middle or upper class on what it means to live in poverty. Through education and awareness as well as practical strategies, Bridges helps make sustainable communities where everyone can do well.

WDGPH is the lead community educator for Bridges locally and it is proposed that they would maintain this role moving forward. Bridges training has been very successful to date with approximately 2800 individuals having received an information session or more in depth training.

In addition to serving as lead community educator for Bridges out of Poverty, WDGPH has agreed to remain as the public communications lead for the overall Circles™ Guelph Wellington initiative.

Getting Ahead:

Getting Ahead is a three week workshop that invites individuals living in poverty to assess their current situation and set goals that will ultimately lead them out of poverty. Participants finish the program

empowered, inspired, and with a specific action plan for helping themselves, their families and their community. The Ontario Works office has been delivering this session since 2013 through our employment services team. A total of 68 individuals have completed Getting Ahead over 9 different sessions, with a 91% programme completion rate. At six months after programme completion, approximately 20% of graduates are employed (twice the caseload average), 10% are enrolled in educational programmes and 15% are volunteering.

It is proposed that the Ontario Works office continue to coordinate and deliver Getting Ahead sessions moving forward.

Circles™

Circles™ is a community-based initiative that creates relationships across economic boundaries. It matches people of low-income who have completed the Getting Ahead program with people of middle and upper-income who have attended Bridges training. The low income families are the Circle Leaders and with the help of their middle or upper income Allies, they work to achieve the goals unique to their own needs that they have set in the Getting Ahead workshop. Weekly meetings gather Circle Leaders, Circle Allies, and other interested community members to provide support and networking opportunities. The first Circle began meeting in Guelph at Hope House in January of 2014. Starting a Circle in the County in 2015 is a top priority of the Guiding Coalition.

The Circle meets on an on-going basis and currently consists of 9 Leaders and approximately 20 community members that volunteer as Allies. WDGPH has supported the programme delivery of the Circle, which includes supplying a staff person as the 'coach' and organizing food, child care and speakers.

Moving forward we are proposing a model where individual host agencies or groups will take responsibility for operating a particular Circle in the community. The host agency would take responsibility for supplying a 'coach' to their Circle as well as ensuring that the required resources are in place for the Circle to meet on an on-going basis (space, food, child care, speakers, materials and supplies). These individual Circles would enter into an agreement with a 'lead agency' that would coordinate the entire initiative across the service area. In this manner the Circles initiative could grow locally in a coordinated manner.

WDGPH is looking to transition the coordination of the existing Circle to Hope House over the course of 2015.

It is proposed that the Ontario Works office would serve as the lead agency for coordinating and supporting the service delivery of individual Circles groups; responsibilities of this role would include:

- Entering into an annual contractual agreement with Circles™ USA that allows Guelph Wellington to be a local Circles™ chapter. The current agreement would transfer from WDGPH to the County on or about January 1, 2015
- Entering into and maintaining agreements with individual Circles hosts. These agreements would ensure that appropriate standards/requirements are satisfied and that the host is delivering the programme in accordance with the Circles™ model. A minimum of 18 month commitment from the host agency would be required.

- Supporting individual Circles in their programme delivery, including; assistance with recruiting leaders and allies, leading a community of practice/support network between Circles coaches and ensuring appropriate programme evaluation activities are being completed

These coordination, support and agreement management responsibilities would fall under the responsibility of the Manager of Employment Services.

Financial Implications:

The annual Circles contract with Circles™ USA is set to expire on July 31, 2015 and involves a current annual fee for services of \$7,900 that has been paid by WDGPH. This agreement would be transferred to the County on or about January 1, 2015 and there would be no financial cost.

As of August 1, 2015 the County would be required to renew the annual agreement with Circles USA. The annual fee is subject to a sliding scale and will be reduced to \$6000. Half of this payment will be due in 2015 and half will be payable in 2016. In the past this fee has been shared between agency partners of the Guiding Coalition (including Ontario Works). It is anticipated that the County share of this annual fee would not exceed 50% of the total and could be accommodated within the employment supports budget line of the Ontario Works budget.

As of August 2016, the County will continue to be required to enter into an annual agreement with Circles USA, but there will no longer be a requirement to pay a fee.

The ongoing and increasing responsibilities of the Ontario Works employment team related to Circles programme will require additional staffing resources. Through the 2015 budget preparation process a number of options are being considered to meet the increasing workload requirements across employment services including the reallocation of staffing resources within Ontario Works or the addition of a Employment Facilitator position.

Attachment: Circles Guelph Wellington Proposed Organizational Structure (PowerPoint slide)

Recommendation:

That subject to the approval of the local Circles Guiding Coalition, the County of Wellington Social Services Department be designated as the 'lead agency' for Circles Guelph Wellington; and

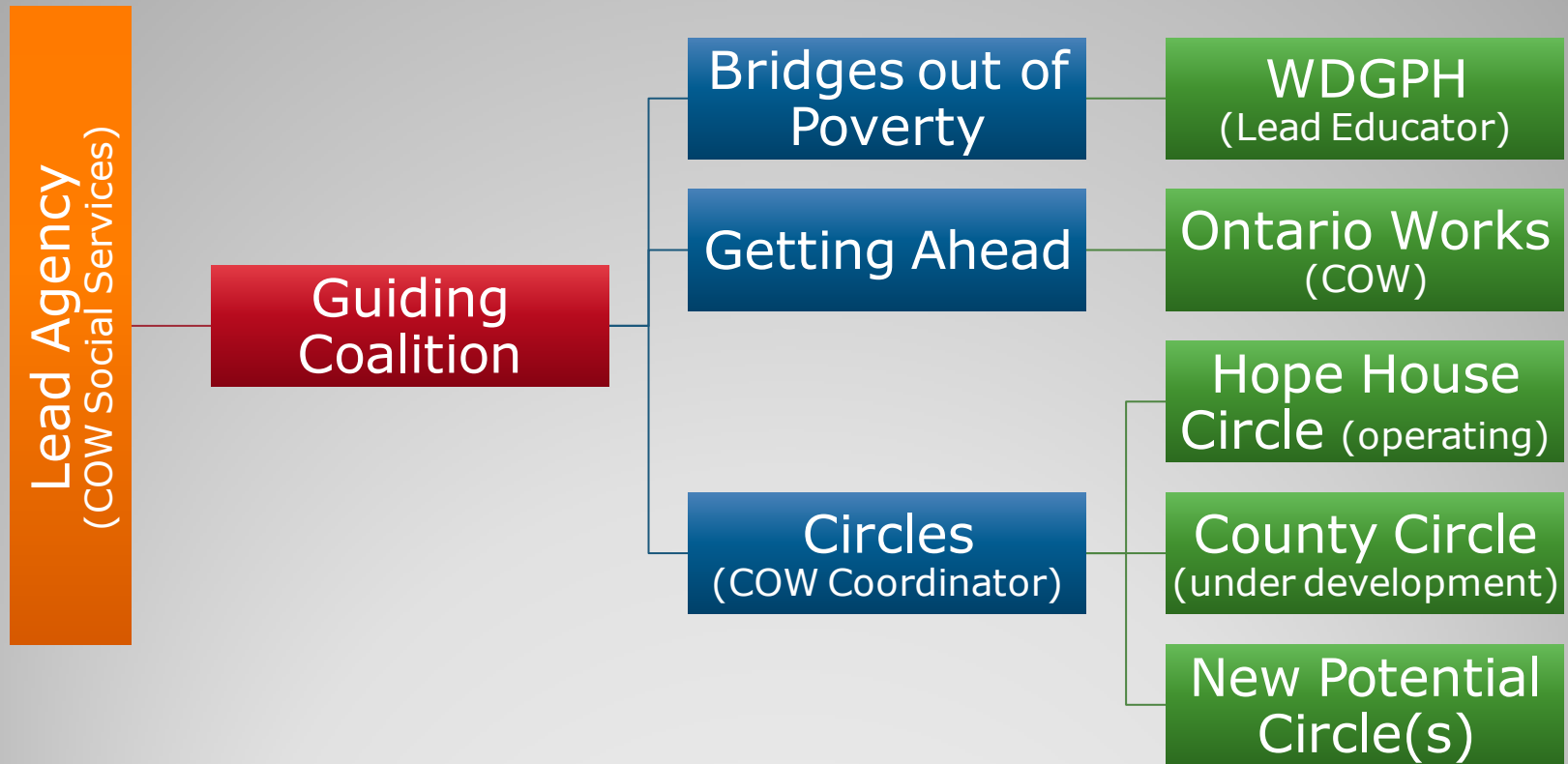
That, subject to the review and approval of the County Solicitor, the Social Services Administrator be authorized to enter into annual agreements with Circles USA for the purpose of allowing Guelph Wellington to continue to serve as a designated Circles chapter; and

That, on the advice of the Guiding Coalition and subject to the review and approval of the County Solicitor, the Social Services Administrator be authorized to enter into individual hosting agreements with agencies wishing to operate Circles groups.

Respectfully submitted,



Stuart Beumer
Director of Ontario Works



Circles Guelph-Wellington



To: Chair and Members of the Social Services Committee
From: Stuart Beumer, Director of Ontario Works
Date: Wednesday, October 8, 2014
Subject: Homelessness Strategy – Housing First Update

Background:

In June of 2014 the Social Services Committee and County Council approved a 5 year homelessness strategy. The strategy built upon the goals of the 10 year Housing and Homelessness Plan with more specific actions to address homelessness in Guelph and Wellington.

Housing First was a central theme within the approved homelessness strategy and the County has been working steadily with community partners to implement the associated recommendations. This report provides Committee with an update on progress that has been made on the recommendations of the strategy related to Housing First.

Update:

- A two year review of emergency shelter data has been completed and the County has identified the top 5% of emergency shelters users. The County and our community partners will primarily work with this group of clients as we implement a Housing First pilot project.
- The County has identified the Welcome In-Drop In Centre as the most appropriate agency to support with funding for an intensive Housing First case manager. The Welcome In Drop In Centre is the provider of adult emergency shelter services in Guelph and has demonstrated an interest and commitment to supporting Housing First solutions for their clients. The County and the Welcome In Drop In are currently developing a 13 month (Nov. 2014 – Dec. 2015) service agreement related to the Housing First pilot and this agreement is anticipated to be finalized later this month.
- The Welcome In Drop In Centre has commenced construction at their main location in Guelph on a service hub for specialized supports for their clients (expected completion November 2014). This will serve as a primary office location for the LHIN funded specialized Addiction and Mental Health Outreach Team and will also serve as the office location for the Housing First case manager. The Housing First case manager will work closely with the outreach team and other supportive services within the community to develop 'Circle of Care' plans for the approximate 20 clients that they will be supporting.
- The Guelph Health Link has identified the County's Housing First pilot as being an aligned initiative to their goals related to better supporting the health needs of clients with complex needs related primarily to mental health and addictions. The Health Link has agreed to support the pilot by working directly with the funded case worker to connect clients in the pilot to primary medical care as required.
- The County will work closely with the Welcome In Drop In Centre to evaluate the outcomes of the pilot project, including analysis related to cost/savings, housing placements, housing retention and client/landlord satisfaction.

Financial Implications:

The Housing First pilot project will be funded within the existing 2014 and projected 2015 homelessness programme budgets.

It is anticipated that the service agreement with the Welcome In Drop In Centre related to the Housing First case manager position will not exceed \$75,000. An additional investment of \$30,000 is anticipated in the form of transitional rent supports to clients participating in the pilot. Funding for rent supports would be administered directly by the County as part of the pilot project. Savings related to supporting these clients in the emergency shelter system are anticipated to off-set costs related to the Housing First pilot.

Recommendation:

That the report OW-14-12, "Homelessness Strategy – Housing First Update" be received for information.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Stuart B'.

Stuart Beumer
Director of Ontario Works

County of Wellington - Ontario Works



2011-14 County / City Caseload

Wellington County					Change From Previous Month		Change From Previous Year	
	2011	2012	2013	2014	Cases	%	Cases	%
January	429	454	473	461	10	2.2%	(12)	-2.5%
February	441	458	498	470	9	2.0%	(28)	-5.6%
March	432	455	510	480	10	2.1%	(30)	-5.9%
April	423	452	490	469	(11)	-2.3%	(21)	-4.3%
May	432	462	488	479	10	2.1%	(9)	-1.8%
June	417	442	469	454	(25)	-5.2%	(15)	-3.2%
July	433	453	452	448	(6)	-1.3%	(4)	-0.9%
August	418	453	459	445	(3)	-0.7%	(14)	-3.1%
September	422	432	449	449	4	0.9%	-	0.0%
October	431	419	440					
November	413	426	452					
December	431	458	451					
Total	5,122	5,364	5,631	4,155				
Average	427	447	469	462			-8	-1.6%

City of Guelph					Change From Previous Month		Change From Previous Year	
	2011	2012	2013	2014	Cases	%	Cases	%
January	1,432	1,438	1,460	1,497	60	4.2%	37	2.5%
February	1,410	1,426	1,499	1,522	25	1.7%	23	1.5%
March	1,429	1,412	1,482	1,532	10	0.7%	50	3.4%
April	1,444	1,413	1,502	1,572	40	2.6%	70	4.7%
May	1,452	1,425	1,559	1,559	(13)	-0.8%	-	0.0%
June	1,482	1,450	1,543	1,563	4	0.3%	20	1.3%
July	1,495	1,474	1,514	1,556	(7)	-0.4%	42	2.8%
August	1,445	1,470	1,530	1,568	12	0.8%	38	2.5%
September	1,436	1,416	1,502	1,578	10	0.6%	76	5.1%
October	1,396	1,338	1,443					
November	1,395	1,400	1,434					
December	1,389	1,402	1,437					
Total	17,205	17,064	17,905	13,947				
Average	1,434	1,422	1,492	1,550			58	3.9%

County of Wellington - Ontario Works

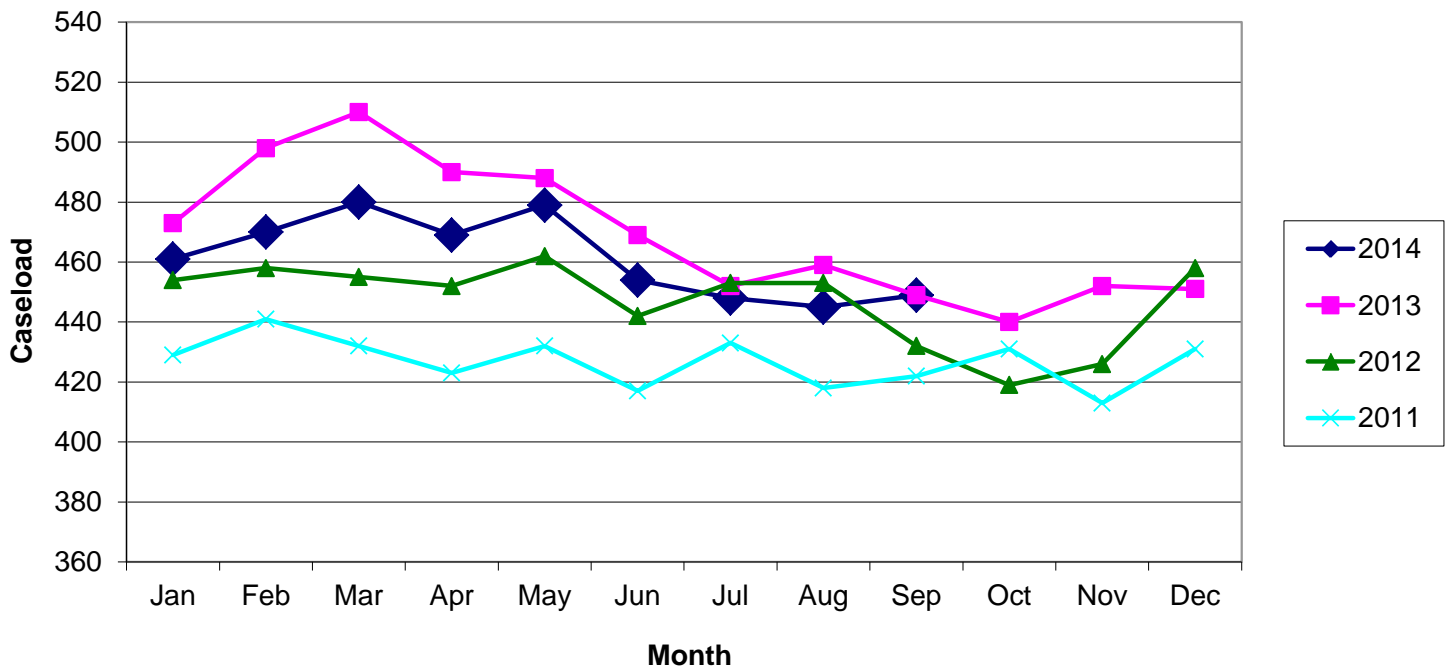


2011-14 County / City Caseload

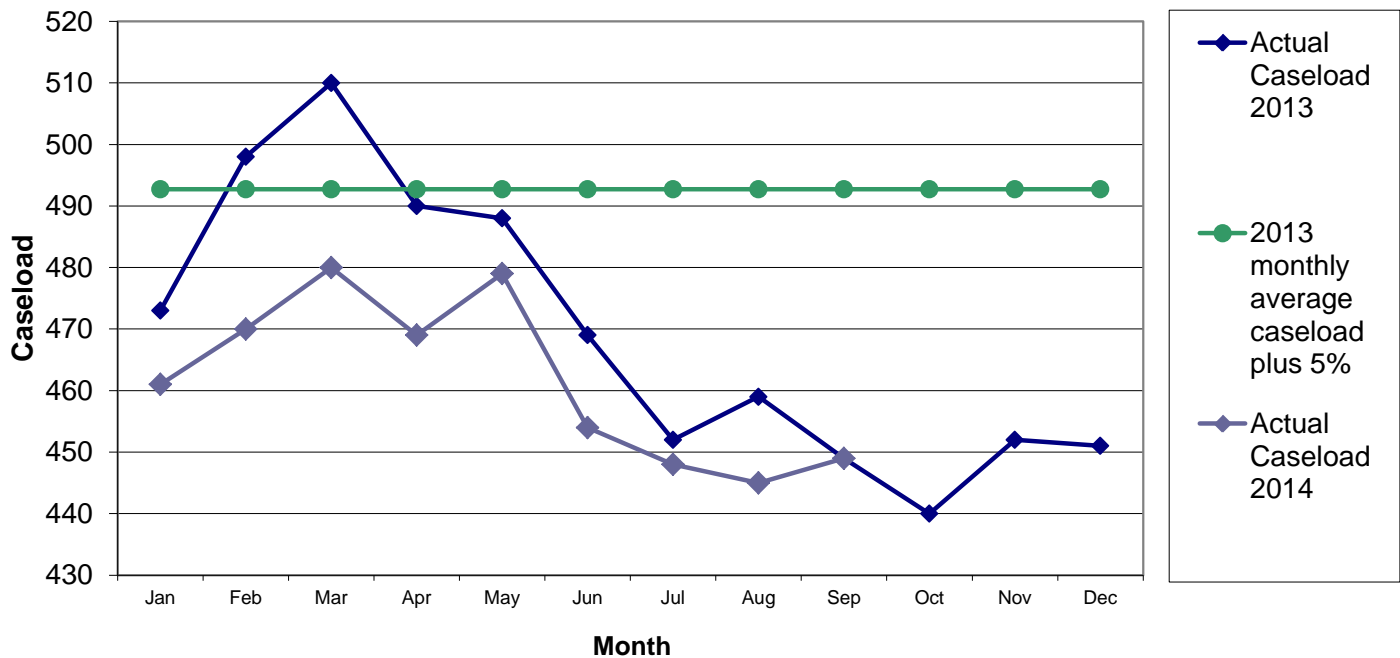
Total caseload					Change From Previous Month		Change From Previous Year	
	2011	2012	2013	2014	Cases	%	Cases	%
January	1,861	1,892	1,933	1,958	70	3.7%	25	1.3%
February	1,851	1,884	1,997	1,992	34	1.7%	(5)	-0.3%
March	1,861	1,867	1,992	2,012	20	1.0%	20	1.0%
April	1,867	1,865	1,992	2,041	29	1.4%	49	2.5%
May	1,884	1,887	2,047	2,038	(3)	-0.1%	(9)	-0.4%
June	1,899	1,892	2,012	2,017	(21)	-1.0%	5	0.2%
July	1,928	1,927	1,966	2,004	(13)	-0.6%	38	1.9%
August	1,863	1,923	1,989	2,013	9	0.4%	24	1.2%
September	1,858	1,848	1,951	2,027	14	0.7%	76	3.9%
October	1,827	1,757	1,883					
November	1,808	1,826	1,886					
December	1,820	1,860	1,888					
Total	22,327	22,428	23,536	18,102				
Average	1,861	1,869	1,961	2,011			50	2.5%

Caseload Split								
	2011		2012		2013		2014	
	City	County	City	County	City	County	City	County
January	76.9%	23.1%	76.0%	24.0%	75.5%	24.5%	76.5%	23.5%
February	76.2%	23.8%	75.7%	24.3%	75.1%	24.9%	76.4%	23.6%
March	76.8%	23.2%	75.6%	24.4%	74.4%	25.6%	76.1%	23.9%
April	77.3%	22.7%	75.8%	24.2%	75.4%	24.6%	77.0%	23.0%
May	77.1%	22.9%	75.5%	24.5%	76.2%	23.8%	76.5%	23.5%
June	78.0%	22.0%	76.6%	23.4%	76.7%	23.3%	77.5%	22.5%
July	77.5%	22.5%	76.5%	23.5%	77.0%	23.0%	77.6%	22.4%
August	77.6%	22.4%	76.4%	23.6%	76.9%	23.1%	77.9%	22.1%
September	77.3%	22.7%	76.6%	23.4%	77.0%	23.0%	77.8%	22.2%
October	76.4%	23.6%	76.2%	23.8%	76.6%	23.4%		
November	77.2%	22.8%	76.7%	23.3%	76.0%	24.0%		
December	76.3%	23.7%	75.4%	24.6%	76.1%	23.9%		
Average	77.1%	22.9%	76.1%	23.9%	76.1%	23.9%	77.0%	23.0%

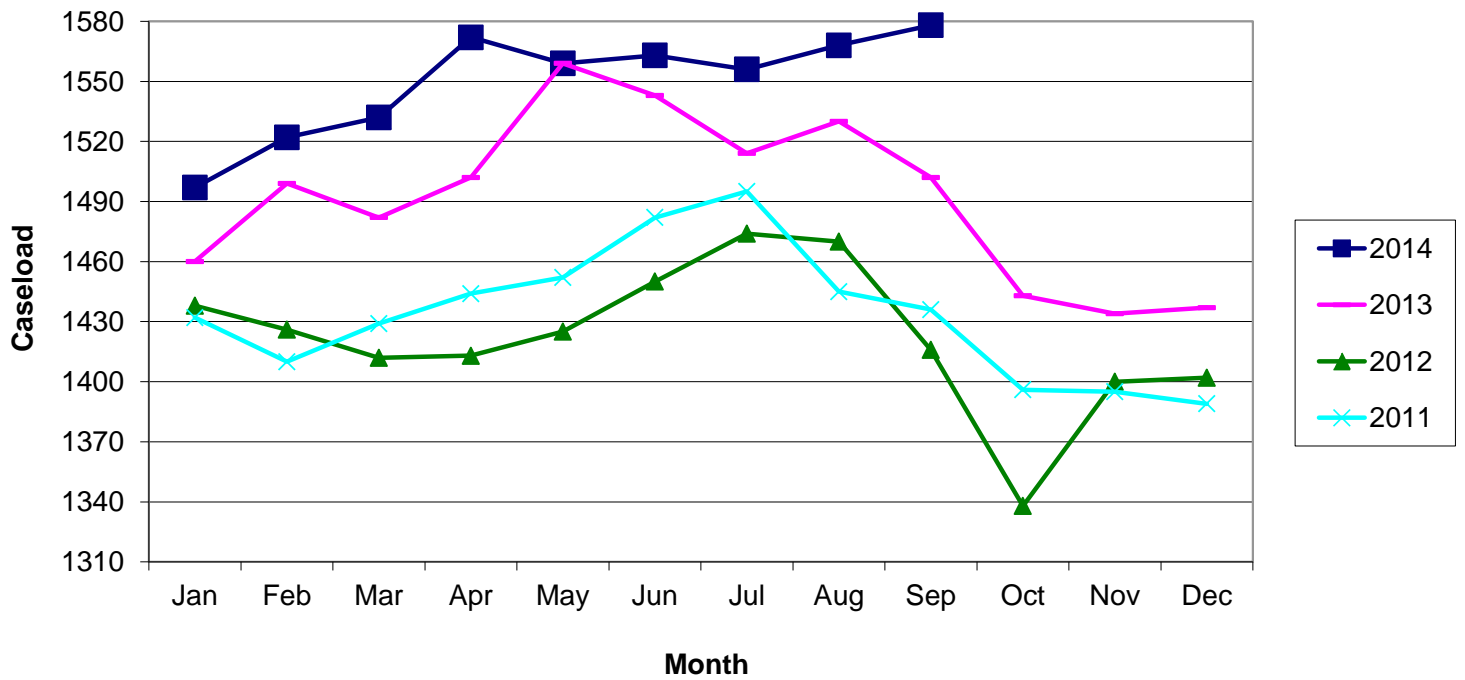
County of Wellington Ontario Works Caseload - January 2011 to September 2014



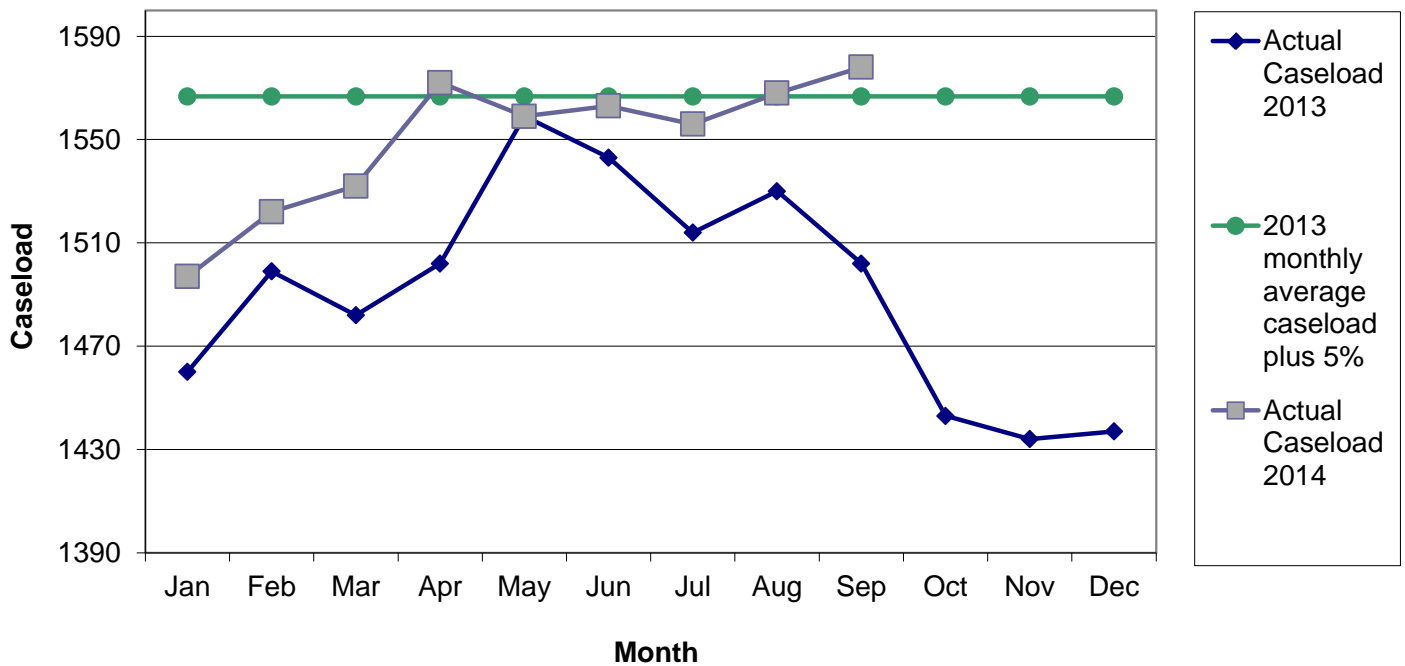
County of Wellington Ontario Works Caseload Budget/Actual Comparison



City of Guelph Ontario Works Caseload - January 2011 to September 2014



City of Guelph Ontario Works Caseload Budget/Actual Comparison



WELLINGTON COUNTY SOCIAL SERVICES
2014 County and City Caseloads and Services



Programmes	1st Quarter			Total 1st Quarter	2nd Quarter			Total 2nd Quarter	3rd Quarter			Total 3rd Quarter
	Jan	Feb	Mar		Apr	May	June		July	Aug	Sept	
<u>Intake</u>												
Number of calls received	422	197	232	851	263	257	310	830	356	322		678
Number of applications completed	241	162	203	606	179	190	183	552	222	208		430
Number of cases deemed to be eligible	205	189	158	552	188	173	153	514	174	149		323
Number of terminated cases	135	155	138	428	159	176	174	509	187	140		327
<u>Consolidated Verification Process</u>												
Number of Support Agreements/Orders	3	4	6	13	5	4	2	11	2	4		6
Number of Internal Reviews	8	1	2	11	6	0	2	8	2	6		8
Number of Social Benefit Tribunal Hearings	1	0	1	2	0	3	1	4	2	0		2
Number of Eligibility Review Interviews	7	7	9	23	13	18	13	44	7	15		22
Number of Eligibility Review Interviews Resulting in Terminations	1	0	1	2	1	2	1	4	1	2		3
Emergency Energy Funds Issued	\$ 6,437.00	\$ 7,171.00	\$ 8,290.00	\$ 21,898.00	\$ 8,325.00	\$ 7,688.00	\$ 745.00	\$ 16,758.00	\$ 365.00	\$ 5,854.00		\$ 6,219.00
<u>Special Services</u>												
Number of People Accessing Dom Hostel Beds	161	161	157	479	165	167	161	493	159	172		331
Number of People Accessing Emergency Hostel Beds	162	187	184	533	209	242	204	655	220	241		461
Number of Indigent Burials	8	2	5	15	2	5	4	11	8	5		13
Number of L.E.A.P. Cases	25	24	24	73	27	25	23	75	22	22		44
Temporary Care Cases	48	46	47	141	49	50	52	151	53	55		108
Number of Students	45	43	43	131	39	41	41	121	35	49		84
<u>Employment Services</u>												
Number of Employment Services Cases with Participation Agreements	2152	2160	2187	6499	2116	2200	2211	6527	2109	2143		4252
Average Caseload for Employment Services Caseworkers	223	223	226	672	222	227	227	676	212	215		427
<u>Employment Workshops</u>												
Number of Workshops provided	3	6	6	15	6	7	4	17	5	6		11
Number of Individuals attending workshops	15	27	28	70	52	33	32	117	26	27		53
Number of Facilitators One on One Appointments	61	27	68	156	88	66	24	178	87	80		167
<u>Employment Resource Centre</u>												
Employment Resource Centre Traffic	2202	2064	3058	7324	3216	3063	3103	9382	3281	3030		6311
<u>Life Skills</u>												
Number of participants on Life Skills caseloads	95	102	105	302	107	108	106	321	107	109		216
Average Caseload for Life Skills Caseworkers	31.67	34.00	35.00	33.56	35.67	36.00	35.33	35.67	35.67	36.33	-	24.00