

APRIL 8, 2025

JOINT SERVICES COMMITTEE REPORT

REPORT NO. JSC-016-2025

SUPPORTIVE CABINS INITIATIVE UPDATE

**PAUL DARLING
MANAGER, CSS FINANCE AND
DEPUTY TREASURER**

**CHRIS MORRISON
MANAGER, HOUSING**

**SHANNA CULHANE
DIRECTOR, COMMUNITY AND
SOCIAL SERVICES**

RECOMMENDATIONS

THAT the Joint Services Committee of Leeds and Grenville recommends to Counties Council, the borrowing of \$900,000.00 from the Community Housing Amortization Reserve; and

THAT the Joint Services Committee of Leeds and Grenville recommends to Counties Council, that a ten-year repayment plan of \$90,000.00 per year, starting in 2026, be funded through the annual Community Housing operational budget; and

THAT the Joint Services Committee approve the single source awards to:

- NOW Housing in the amount of \$625,061.00 for the cabins;
- COMAC in the amount of \$220,478.00 for the amenities buildings;
- Bradley Contracting in the amount of \$766,789.00 for site preparation;
- 401 Electric in the amount of \$163,929.00 for site electrical;
- Eastern Engineering in the amount of \$52,565.00; and

THAT the necessary by-law be prepared.

FINANCIAL IMPLICATIONS

Item	Estimated Costs
Cabin purchase and delivery	\$680,000.00
Amenities buildings	\$220,478.00
Site preparation	\$1,082,407.00
Total estimated costs	\$1,982,885.00
Funding utilized	\$1,082,885.00
Shortfall	\$900,000.00

Report No. JSC-053-2024 – Cabin Initiative Funding Request, approved the use of \$400,000.00 from the Community Housing Amortization Reserve; however, the site created some challenges and an additional \$500,000.00 will be required.

The balance in the Community Housing Amortization Reserve is estimated to be approximately \$4,492,000.00 as of December 31, 2024.

CLIMATE CHANGE IMPLICATIONS

Where possible, reports are provided in a digital format to reduce the Counties' carbon footprint.

ACCESSIBILITY CONSIDERATIONS

This report can be made available in alternate accessible formats upon request.

The Counties makes every effort to provide services in a manner that is inclusive and where accessibility barriers are reduced or eliminated. In particular, as the Counties works to expand the units in its portfolio, it is striving to secure properties that have accessibility features or are fully accessible. In addition, consideration is given to accessibility in the context of financial sustainability.

COMMUNICATIONS CONSIDERATIONS

There continues to be a significant interest in the community regarding the Counties' response to its ongoing homelessness challenge, which includes the Supportive Cabins Initiative. A comprehensive communication plan was created by the Counties'

Communication Coordinator to keep stakeholders, the public, and community partners informed about the initiative and its progress. In addition to media and detailed information documents on the initiative, a public information session was held on October 30, 2024, which was well attended by the public and media.

BACKGROUND

In June 2023, staff began working on a collaboration with the City of Brockville for a possible capital project to address homelessness. In December 2023, it was decided to move forward with an alternative shelter initiative, similar to projects undertaken in other municipalities, comprised of sleeping cabins and a central hub for facilities, such as bathrooms, showers, meeting space and food distribution.

In June 2024, a request for proposal for supportive housing case management was issued to the community. The successful proposal was from the John Howard Society of Ontario - Kingston and District. The service agreement is from November 1, 2024 until March 31, 2026.

The ten-year lease for the City of Brockville's building at 1805 County Road East was signed on August 12, 2024.

Access to the site was granted on September 1, 2024, per the lease. The application for a building permit was submitted on September 10, 2024, and was issued on October 4, 2024.

The initial plan for the Supportive Cabins Initiative was to utilize the first floor of the three-storey building as a central hub for facilities, such as bathrooms, showers, office space, meeting space and food distribution. Due to competing demands, that plan was set aside in August 2024, and it was decided these functions would be housed in a purchased, purpose-built amenity trailer and washroom/shower trailer.

The change in direction and tight timelines to be operational before winter did not allow for front-end planning and the regular tendering process resulting in a time and material approach to meet the deadlines.

Location of service connections, the existence of bedrock, winter conditions, multiple changes to site plans impacted and increased costs of water, sewer and electrical installation. In addition, work was completed on the existing administration building

including security cameras, entry system, new door locks and upgrades to the electrical system.

The property was turned over to the John Howard Society on January 31, 2025.

The cabins began accepting residents the week of February 3, with eleven individuals accessing their new home that week. This was followed by another six residents the following week, and eventually the cabins were at 100% capacity by mid-February. Since opening, the cabins have all generally been accessed and at capacity, with some vacancies occurring as some individuals leave for other accommodation. This has been one of the early successes of the initiative, as two of the residents were able to secure independent, sustainable residences shortly after entering the cabins and taking part in the programming offered. As vacancies manifest, these are subsequently filled by others on the Counties' ByName List, thereby affording opportunities to others that are homeless in the community. As March comes to an end, 23 of the 25 cabins are inhabited, and two individuals presently experiencing homelessness are being contacted for consideration in filling these two vacancies.

As part of the Ten-year Housing and Homelessness Plan (HHP), the Supportive Cabins Initiative has helped to ensure 25 additional individuals are housed at any given time with support wrapped around. The cabins are instrumental to the plan to reduce homelessness in Leeds and Grenville and to ensure a systemic approach to meeting the needs of those in the community.

Discussions are now underway as part of the refresh of the HHP to ensure the Counties best utilizes the building located at 1805 County Road 2 to provide transitional housing to individuals currently experiencing homelessness.

Further information regarding this and other initiatives planned for the ten-year HHP will be presented in the coming months to Joint Services.

DISCUSSION/ALTERNATIVES

Due to the timelines of this project, staff were unable to complete an open procurement process. Approving the single-source recommendation above, ensures staff are in compliance with the Counties' procurement policy.

The HPP will drive decision making each year and any additional amounts above the allotted \$90,000.00 repayment will be brought forward with the annual budget for Council's review and approval.

ATTACHMENTS

Nil

The report set out above has been reviewed and the information verified by the individuals listed below.

PAUL DARLING MANAGER, CSS FINANCE AND DEPUTY TREASURER	MARCH 24, 2025 DATE
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CHRIS MORRISON MANAGER, HOUSING DEPARTMENT	MARCH 18, 2025 DATE
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SHANNA CULHANE DIRECTOR, COMMUNITY AND SOCIAL SERVICES	MARCH 27, 2025 DATE
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PAT HUFFMAN TREASURER	MARCH 27, 2025 DATE
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ALISON TUTAK INTERIM CHIEF ADMINISTRATIVE OFFICER	APRIL 1, 2025 DATE
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