



Rural Urban Liaison Advisory Committee

Minutes

Date: Monday, June 13, 2011
Place: Councillor's Lounge, 3rd floor, Kingston City Hall
Time: 9:00 a.m. – 10:30 a.m.

Present: County of Frontenac

Warden Gary Davison
Deputy Warden Janet Gutowski
Councillor Denis Doyle
Elizabeth Savill, CAO/Clerk
Marian VanBruinessen, Treasurer
Julie Shillington, Administrator of Fairmount
Paul Charboneau, Chief of Paramedics
Susan Beckel, Deputy Clerk
Paige Cousineau, observer

Present: City of Kingston

Deputy Mayor Kevin George
Councillor Jeff Scott
Gerard Hunt, CAO
Hal Linscott, City of Kingston Solicitor
Helen Boyd, POA Court Administrator
Adele Lafrance, Manager of Finance, Community and Family Services
Katie Clark, Financial Analyst, Community and Family Services
Lee Campbell, Manager of Housing Programs, Community and Family Services
Rose Pennock, Recorder

1. Welcome

Deputy Mayor George assumed the Chair and called the meeting to order at 9:00

2. Adoption of Notes – March 31, 2011

The notes were received by consensus.

3. Communications: Nil

4. Fairmount Home

- Risk Management Report

Julie Shillington spoke to the monthly and quarterly audits undertaken with regards to the risks and falls. Ms. Shillington also explained the audits, and the preventative maintenance programs that are in place to mitigate these risks.

- Fairmount Home Staff Recognition

Ms. Shillington spoke to the difficulty staffing reductions have had on staff. Management has helped staff through the changes by meeting every week, and morale is good, but would like to see this improve. Family members have not noticed any negative effects on the residents.

- 2011 Fairmount Home Budget

Ms. Shillington reported that there was a slight increase in capital spending as the carpets and a washing machine were replaced.

- 1st Quarter Activity Report

Ms. Shillington noted the highlights from the first quarter of the year, which included the announcement of a \$10,000 donation from the family of a resident who recently passed away, and the resident/family survey that has received a good response.

- 1st Quarter Financials

Ms. Shillington spoke to the anticipated wage increase as the union will be going to arbitration next February.

5. LSR Services

- **Community and Family Services**

Lee Campbell presented a chart to the RULAC members which describes the Housing Capital projects that have been implemented since 2006. She had asked that this document be attached to the minutes.

- **Provincial DOOR Funding – Update Q1 2011**

- Use of DOOR funds for Development of an Affordable Housing Project on Queen Mary Road by KFHC

Ms. Campbell updated the group on the D.O.O.R. funding. Since 2006, there were 387 units built, with 310 affordable units provided. The City has received \$15 million from the AHP fund and \$6.8 million from the D.O.O.R. fund. This has created 360 new units in 12 locations the City's service area. Currently there is \$3,344,000 available in the DOOR fund for a new build. To a question from Councillor Doyle, Ms. Campbell explained that the definition of affordable is based on the CMGC average market rent. Gerard Hunt reported that the funds earmarked for the anticipated Barriefield project has been released from the project as it did was not adopted.

- Use of DOOR funds for Development of Affordable Housing by Home Base Housing

Ms. Campbell noted that Kingston City Council approved the allocation of funds toward the relocation of the *In from the Cold Shelter*. Home Base Housing is in negotiations with the owner of a suitable property to relocate the Housing Help Centre, administrative offices and space for ten affordable housing single units. To a question from Councillor Scott, the Paul Martin project has been in operation since June.

- **North Frontenac Affordable Housing – Status Update on the project**

Katie Clark updated the group on the NFHC proposal for the construction of a five-unit seniors townhouse complex in Sharbot Lake. The land was severed, and the parcel was conveyed to a new corporation, Central Frontenac Housing Corporation. There were delays and extra costs incurred due to an OMB hearing and vandalism that occurred during construction. The building will conform to the Green House Certified construction standards.

- **Consolidated Homelessness Prevention Program (CHPP) – Update**

Ms. Clark noted that the City of Kingston received \$1.3 million from the Ministry of Community and Social Services to administer programs for people who are homeless, or at risk of becoming homeless. The current contract with eight different community agencies will be extended to December 31st, 2011. This is to provide some financial stability for the agencies, and for city staff to work with these agencies to identify any gaps in the programs offered.

- **Q1 2011 LSR**

Katie Clark provided the following summary –

As of March 31, 2011, the housing administration was approximately 17% of total budget. \$25K of the Provincial Affordable Housing administration funding was deferred to Q1'11 from 2010 since the affordable housing work is still ongoing into 2011 and the Ministry's fiscal year has a March 31, 2011 year-end. As well, the budget is lower because consulting needs were less.

Housing Programs were approximately 30% off the total budget due to upfront cash flow of property tax payments to three of the housing providers. The other housing providers pay their taxes on a monthly basis throughout the year rather than upfront. There has been a \$10.8K additional subsidy cost for North Frontenac and Loughborough Housing Corporations due to reconciliation of their 2009 Annual Information Returns. Tenant income was down in 2009 which caused their subsidies to increase.

Adèle Lafrance provided the following summary -

- **Q1 OW:**

OW allowances are within budget, however this is not a positive economic indicator as the budget included a 6% caseload increase related to the recession, and this forecast is proving accurate to date. A new funding formula that merges the former OW Admin Subsidy and OW Employment Assistance Delivery Funding was announced by the Province in February. There will be little impact of the new funding formula in 2011 as 100% provincial one time transitional funding will be provided to maintain previous funding levels. Overall all OW components are on target for budget. Q1 variances in OW Administration reflect accrual of the one-time generator costs. Retro-active salary payments for ratified CUPE agreement (2.5%) are not reflected in the Q1 actuals reported.

- **Q1 Childcare Programs and Admin:**

All components are on target for budget. The Service Management approach for childcare funding is to manage within the provincial allocations without the provision of additional 100% municipal funds and as such, while expenditures are within budget approvals. There are service pressures in all three program components: fee subsidies, wage subsidies and special needs. There is hope that a waiting list can be averted for fee subsidy again this year, but this is through application of limitations to "referral" childcare fee subsidies for stay at home parents. The Child Centre in Sharbot Lake and Helen Tufts Nursery School in Central Kingston have been impacted by this limitation and are actually receiving some dedicated fee subsidies to mitigate this impact. Wage Subsidy equitable distribution is currently estimated at approximately 68% of maximum entitlement. The Special Needs Service Provider (Community Living Kingston) is avoiding a wait list but is providing enhanced support at less than the maximum assessed level. This September will bring about Phase 2 of the provincial full day kindergarten Early Learning Program, which will further impact childcare centres. A detailed multiyear Childcare Program Management Strategy, with emphasis on stabilization during the ELP implementation phases is currently under development and will be presented to RULAC and ARCP in the fall. To a question from Ms. Savill, Ms. Lafrance responded that they haven't kept track of the number of children that have been refused services, although they know that the impact of the funding shortfall is significant, and only the greatest needs are met.

- **Emergency Services**

- Disposal of Surplus Land Ambulance Vehicles

Paul Charboneau explained the process now in place to dispose of surplus land ambulance vehicles. The County has had requests from NGOs for donation of surplus vehicles. During the last Council, a vehicle was donated to Cuba. Mr. Charboneau researched other municipalities' procedures, but there is no consistent policy for disposal. The recommendation is to determine a process to identify which groups and agencies should receive priority in the purchase or donation for these vehicles. It was also recommended that one surplus vehicle be donated during each term of Council.

- Disposal of Surplus Land Ambulance Vehicles, Supplemental

Mr. Charboneau reported that one surplus ambulance was donated to the Kingston Central America Solidarity Committee.

- North Frontenac Joint Land Ambulance/Fire Station Project Update

Mr. Charboneau noted the reasons that an ambulance/fire station was needed. He also noted that the County has a GIS Department to assist staff in gathering call volume statistics, and mapping information.

- 1st Quarter Financials

Expenses were higher than expected in the first quarter due to the pay raise for paramedics. There will be challenges toward the end of year because of the costs of replacement workers for vacationing staff.

- 2011 1st Quarter Activity

Mr. Charboneau updated the group on activities, which included the ribbon cutting ceremony at the opening of Land ambulance Base in Sydenham, and his representation of FPS at the funeral of fire fighter Anthony Vanderholst.

- 2011 Land Ambulance Budget

Mr. Charboneau reported that the budget is on track, and that they received more Provincial funding than anticipated.

- **Provincial Offences**

No reports are available, although, Provincial Offences revenues and expenses are on track for the year.

6. Other Business

There are no items to discuss.

7. Confirmation of Next Meeting

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

8. Adjournment

The meeting was adjourned at 9:50.

Housing Capital Projects

Proponent	Location	Total # of Units In Project	Total # of Affordable Units	Target Group	Rent Levels	Capital Funding Source (AHP or DOOR)	AHP Capital Amount	DOOR Capital Amount	Construction Reserve Fund Allocation (Development Charges)	Start Date	Completion Date
Home Base Housing - Fresh Start Phase 1	Joseph Street	14	14	hard to house	RGI	AHP 1	406,000		84,000		Jul-06
Elizabeth Fry Society	Russell Street	6	6	women and children	RGI	AHP 1	174,000		30,468	May-06	May-07
Kingston & Frontenac Housing Corporation	Van Order Drive	49	49	seniors	80% CMHC	AHP 2	3,430,000		290,031	Nov-06	Dec-07
Paul Martin Construction	Bath Road	118	93	none	100% CMHC	AHP 1	2,071,921		484,809	Apr-06	Jun-08
Tipi Moza	Johnson Street	3	2	disabled	1 - RGI 1 - 80%	AHP 2	140,000		0	Oct-06	Feb-07
Home Base Housing - Fresh Start - Phase 2	Joseph Street	24	24	hard to house	RGI	AHP 2	1,680,000		144,000	Sep-07	Sep-09
Frontenac Community Mental Health Services	Lyons Street	47	43	mental illness	RGI	AHP (2 + extension)	3,956,000		322,000	Sep-09	Feb-11
Interval House	Stephen Street	19	13	VDV	RGI	DOOR		1,464,399	0	Sep-09	Sep-10
Habitat for Humanity	Division Street	4	4	families in poverty	Home Ownership	Home Ownership	100,000		52,876	Jun-09	Oct-09
Jay Patry Inc	Blackburn Mews	65	20	disabled & VDV	5 - 80% 15-RGI	AHP 3 (converted from Door)	2,400,000		108,630	Sep-09	Oct-10
Central Frontenac Housing	Sharbot Lake	5	5	seniors	80% CMHC	AHP 3 + DOOR	600,000	25,000	0	Dec-09	May-11
Catarqui Co-op	Elliot Avenue	1	1	disabled	RGI	DOOR		128,500	0	Feb-09	Aug-11
John Howard Society	Montreal Street	9	9	men released from prison	RGI	DOOR		859,914	0	Dec-09	Jul-11
K&FHC	Queen Mary Road	27	27	seniors	80% CMHC	DOOR		3,240,000	118,205	Jul-11	Projected Jul-12
Home Base Housing	TB announced	10	10	singles	RGI	DOOR		1,100,000	0	TBD	TBD
TOTAL		387	310				\$14,957,921	\$6,817,813	\$1,635,019		

Capital Funding Source Legend:

- AHP Programs:**
 1 = Pilot
 2 = Wave 1
 3 = AHP Extension

Funding Program	Rent Charged	Funding allocation per unit	Development Fees Waived by Municipality
2002-Pilot Phase AHP	100% CMHC AMR	\$25,000 - \$30,000	Up to \$6,000 per unit
2005 - Wave 1 AHP	80% CMHC AMR	\$70,000	Up to \$6,000 per unit
2007 - DOOR	Similar to RGI Maximum Shelter Allowance for Social Assistance	\$130,000	None
2009 AHP Extension	80% CMHC AMR	\$120,000	\$10,000
CMHC = Canada Mortgage and Housing Corporation	AMR = Average market rent	RGI = rent-geared-to-income	