

Memorandum

Special Council – (FC-COTW)

Date: September 21, 2021
Submitted by: Community Development Department – Policy Planning Division
Subject: Warming Shelter – Extreme Weather Response

At the Special Council (Committee of the Whole) meeting held on June 15, 2021, Council considered a report dated May 14, 2021, from Councillor Amy Lubik regarding Request for Council Support to Explore Warming Shelters in Port Moody 2021 Update and passed the following resolution:

CW21/087

THAT Kyle Centre be reserved from January to March 2022 for a potential emergency shelter for extreme weather should the need arise as recommended in the report dated May 14, 2021, from Councillor Amy Lubik regarding Request for Council Support to Explore Warming Shelters in Port Moody 2021 Update;

AND THAT programing and/or usage during the months of January to March be short-term only so that the facility could be used on short notice for an emergency shelter should this be necessary;

AND THAT staff liaise with the Coordinator of the Tri-Cities Homelessness and Housing Task Force to make sure this option is known to be available should the Tri-Cities as a whole not be able to arrange a cold weather program.

In 2020, during preliminary research on the viability of an emergency shelter in Port Moody, staff identified that the highest need was for an overnight shelter program referred to as an *Emergency Weather Response* (EWR) shelter. The EWR program is a provincially funded initiative through BC Housing that supports community-based services to provide additional temporary emergency shelter spaces during periods of extreme winter weather that threaten the health and safety of individuals experiencing homelessness. As such, EWR programs should comply with the BC Housing Framework.

Based on the 2020 Staff research and the report dated May 14, 2021 from Councillor Amy Lubik, programming and special event bookings at Kyle Centre have been limited to 8:00am-8:00pm, September 2021-March 2022. During research on this program, staff learned that the EWR program standard operating period is November 1 to March 31 each year, though 2021/2022 funding has been extended to allow EWRs the opportunity to run in October. To enable Council to have the option to implement an EWR program and to create continuity and predictability across the recreation winter programming schedule, staff have only scheduled programming at Kyle Centre until 8:00pm. There is one weekend in November where the program could not be adjusted.

BC Housing provides a EWR program framework and funding support, but it is up to the municipality to determine the best method of securing a service provider for an EWR program. The City does not have expertise on staff to over see or manage an EWR program. Therefore,

if Council would like to proceed with an EWR program for winter 2021/2022, staff recommend entering into a non-binding Memorandum of Understanding (MOU) between the City and the Tri-Cities Homelessness and Housing Task Group (Task Group) to oversee a Port Moody EWR program. The Task Group has the expertise in working within the BC Housing framework and working with third-party service providers. The responsibility of securing and overseeing the third-party service provider would fall to the Task Group, while the City would retain the ability to ensure that the third-party provider is operating a program that is respectful of the facility and surrounding area. If directed to do so, staff anticipate that the EWR service could be in place by late October.

The costs associated with completing the contract and MOU are staff time from the Finance, Community Development, and Community Services teams. Staff can complete this work with minimal impact to other work plan initiatives. Management of the EWR program contract is also anticipated to have minimal impact on staff time.

If Council would like to proceed with a EWR for the 2021/2022 winter season, staff recommend the following resolutions:

THAT Council approve a Port Moody Emergency Weather Response (EWR) program from October 2021 through March 2022 at Kyle Centre, as outlined in the memorandum dated September 21, 2021 from the Community Development Department – Policy Planning Division regarding Warming Shelter – Extreme Weather Response;

AND THAT staff be directed to enter into a Memorandum of Understanding between the Tri-Cities Homelessness and Housing Task Group authorizing the Task Group to select a third-party service provider with experience in EWR program management, preferably from the Tri-Cities, and to provide overall contract management.

Report Approval Details

Document Title:	Warming Shelter – Extreme Weather Response.docx
Attachments:	
Final Approval Date:	Oct 4, 2021

This report and all of its attachments were approved and signed as outlined below:

Dorothy Shermer, Corporate Officer - Sep 27, 2021 - 1:33 PM

Natasha Vander Wal for Rosemary Lodge, Manager of Communications and Engagement -
Sep 27, 2021 - 2:47 PM

Paul Rockwood, General Manager of Finance and Technology - Sep 28, 2021 - 8:38 AM

Tim Savoie, City Manager - Oct 4, 2021 - 1:15 PM