

**Ministry of
Municipal Affairs
and Housing**

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March 10, 2021

Bruce Killah
Board Chair, Manitoulin-Sudbury DSB
210 Mead Boulevard
Espanola ON P5E 1R9

Dear Bruce Killah:

I am pleased to be writing to you today with important details regarding additional provincial funding being offered to you through the third phase of Ontario's Social Services Relief Fund (SSRF). **To receive this funding, the Ministry requires a completed Investment Plan and your sign back to the terms and conditions of the funding by March 22, 2021.**

As you know, protecting the health and well-being of Ontarians has been the government's number one priority throughout the COVID-19 pandemic. Our government has made several difficult decisions to safeguard Ontarians, as well as public health and workplace safety measures made in consultation with the Chief Medical Officer of Health and other healthcare experts.

We have also invested \$510 million to support Ontario's Service Managers and Indigenous Program Administrators through two iterations of the province's SSRF, as well as other provincial investments to support those suffering from mental health and addictions issues and to support isolation centre capacity in select municipalities. We know that this funding has been effective in supporting Service Managers and Indigenous Program Administrators to respond quickly, adapt services, and address the housing and economic impacts of COVID-19 in their communities.

However, we also know that the need for this funding will continue beyond March 31, 2021. We have heard from our municipal partners that additional funding is urgently needed to continue to protect the health and safety of vulnerable people as the province begins to recover from the COVID-19 pandemic. For that reason, our government has announced an additional investment of \$255 million in one-time operating funding to enable a third phase of the SSRF, bringing the government's total SSRF investment to \$765 million.

I am pleased to confirm that the Manitoulin-Sudbury DSB will receive an additional **\$1,006,274** in provincial funding through a third phase of Ontario's SSRF.

Program Details – Social Services Relief Fund Phase 3

To mitigate the continued impact of the COVID-19 pandemic on the homelessness sector, the Ministry has announced funding for a third phase of Ontario's SSRF. This funding supports operating expenses only. Funding is to be used by Service Managers and Indigenous Program Administrators to off-set their eligible operating expenses (in accordance with the Social Services Relief Fund Phase 3 Program Guidelines) beginning March 1, 2021 and incurred up to December 31, 2021.

Additional funding to Service Managers and Indigenous Program Administrators will help allow staff to:

- Maintain, monitor and improve infection prevention and control measures while there is community transmission and risk of transmission in congregate care settings such as emergency shelters; and
- Ensure stability in the homelessness sector by continuing current services and supports that address the negative impact of the on-going COVID-19 pandemic on vulnerable households and more generally on Ontario's economic recovery (e.g., impact of sustained reductions in or loss of income on housing stability and the need for rent supplements or support with rent arrears to avoid eviction).

Consistent with SSRF Phase 2, Service Managers are required to consider the use of operating funding for rental assistance (e.g., "rent banks") to support renter households who may be in rental arrears and at a high risk of becoming homeless.

Of the additional funding, Service Managers and Indigenous Program Administrators may use up to three per cent of their allocation for program administration in line with the approach under the SSRF Phase 2.

Note that unlike the SSRF Phase 2, capital projects are not eligible for funding under the SSRF Phase 3. The funding is only for eligible operating expenses incurred during the funding period. Consistent with SSRF Phase 2, the Ministry will require monthly updates on expenditures under SSRF Phase 3.

This amendment forms part of your Community Homelessness Prevention Initiative (CHPI) Service Manager Service Agreement effective January 1, 2013 with Her Majesty the Queen in right of Ontario as represented by the Minister of Municipal Affairs and Housing ("Service Agreement") and any breach of any of the terms of the amendment shall constitute an Event of Default under the Service Agreement. All other provisions, including Section 17 – Audits and Reviews, of the Service Agreement remain in full force and effect.

Reporting Requirements

Reporting requirements for this phase of the SSRF will be consistent with the current high-level CHPI reporting. However, these requirements will be augmented with monthly reporting to the Ministry. As well, Service Managers will be required to provide specific examples on the use of SSRF Phase 3 funding from time-to-time to demonstrate effectiveness of the investment.

To receive these additional SSRF Phase 3 funds, you are required to complete and submit the sign-back section of this letter and the enclosed Investment Plan, outlining the proposed uses of funding by each eligible spending category and projected quarterly funding needs in your service area and return it to the Ministry by **March 22, 2021**.

Service Managers are encouraged to engage with their local Public Health Unit throughout the delivery of the SSRF Phase 3, to ensure funds are being targeted where they are needed most.

You may submit your signed confirmation and Investment Plan via e-mail to:

Jim Adams, Director of the Housing Programs Branch
Ministry of Municipal Affairs and Housing
jim.e.adams@ontario.ca

If the signed-back letter and Investment Plan are not received by March 22, 2021, the Ministry will not be able to commit your allocation under the SSRF Phase 3 and will need to consider reallocating your portion of SSRF Phase 3 funding to other areas of the province. Please note that as this timeline cannot be amended, Service Managers are strongly encouraged to consider the use of emergency council sessions or other strategies to ensure they can complete and submit the required sign-back letter and Investment Plan by March 22, 2021.

Upon receipt of the sign-back and Investment Plan, the Ministry will confirm and communicate its approval of the Investment Plan, and will proceed to initiate your first payment based on your cash flow requirements outlined in the Investment Plan.

On a separate matter, at the onset of COVID-19, Ontario directed Service Managers to put in place outbreak-management plans to prepare for increases in COVID-19 cases in shelter spaces. With new COVID-19 variants of concern now in Ontario, there is an increased risk of spread to vulnerable people.

As a result, the Ministry recently directed Service Managers to add new requirements to their outbreak management plans and to sign and return updated Infection, Prevention and Control (IPAC) attestations. As communicated by the Ministry, these attestations must be signed and submitted to the Ministry by March 19, 2021.

As a reminder, for all provincial housing programs that provide operating funding, Service Managers must acknowledge support of the province in a form and manner as directed by the Ministry. While we understand these exciting funding

opportunities are often met with anticipation by residents and community agencies, these communication protocols have been agreed to by Service Managers. If you wish to make an announcement of funding, I would like to remind you that you are required to notify your municipal services office well in advance for consideration by the province.

Again, protecting the health and well-being of all Ontarians continues to be the government's number one priority. We sincerely appreciate your efforts to assist vulnerable people in your communities and I look forward to continuing to work together as we move forward with recovering from the COVID-19 pandemic.

Yours truly,

A handwritten signature in blue ink that reads "Steve Clark". The signature is written in a cursive, flowing style.

The Honourable Steve Clark
Minister of Municipal Affairs and Housing

Enclosures

c. Fern Dominelli, Chief Administrative Officer

The undersigned agrees to the terms of the above letter and to comply with the **Social Services Relief Fund Phase 3 Program Guidelines**.

Service Manager:Manitoulin-SudburyDSB

Name: Fern Dominelli_____

Signature: *F. Dominelli*

Title: CAO_____

Date: March 18, 2021

Name: _____

Signature: _____

Title: _____

Date:

I/We have authority to bind the organization.

Appendix “A”

Program Guidelines – Social Services Relief Fund Phase 3

Please see attached.

Appendix “B”

SSRF Phase 3 Simplified Investment Plan

Please see attached.

Ministry of Municipal Affairs and Housing
Social Services Relief Fund (SSRF) Phase 3 – Investment Plan

Instructions: Please complete, sign, and e-mail this investment plan as an attachment to your signed SSRF Phase 3 allocation letter to the following address:

Jim Adams, Director of the Housing Programs Branch
Ministry of Municipal Affairs and Housing
jim.e.adams@ontario.ca

Service Manager: Manitoulin-Sudbury District Services Board

Section A: Contact Information and Attestation

Service Manager Contact Information: Donna Stewart – Director of Integrated Social Services – 705 669 7935 – donna.stewart@msdsb.net

Attestation and Signature:

I certify that, to the best of my knowledge, the information in this investment plan is correct. I certify that I have the delegated authority to approve this investment plan.

I understand and agree to the reporting requirements under SSRF Phase 3 as set out in the Program Guidelines and Minister's funding allocation letter.

Prepared By (Name and Title): Donna Stewart – Director of Integrated Social Services

Signature: Click or tap here to enter text.

Date: March 18, 2021



Approved By (Delegated Service Manager Authority): Fern Dominelli - CAO

Signature: Click or tap here to enter text.

Date: March 18, 2021



Section B: Projected Use of SSRF Phase 3 Funds

Projected Use of SSRF Phase 3 Funds:

The projected use of SSRF Phase 3 funding should reflect a sound financial plan and forecast of operating expenditures by service category (including program administration). Please refer to the Social Services Relief Fund Phase 3 Program Guidelines for details about eligible program expenses, program administration fees, and key dates.

Instructions:

- To enter the required information, **double click inside the table.**
- Enter your planned expenditures under *Q4 Planned (March 2021)*, *Q1 Planned (Apr – Jun)*, *Q2 Planned (Jul – Sep)* and *Q3 Planned (Oct – Dec)*.
- The totals will appear automatically. The table contains formulas and will calculate these figures.
- Click outside of the table once the required information has been entered and to exit the table.

Total SSRF Phase 3 Allocation					
SSRF Phase 3 Service Categories	Q4 Planned (March 2021)	Q1 Planned (Apr - Jun)	Q2 Planned (Jul - Sep)	Q3 Planned (Oct - Dec)	Total
Spending Categories					
Emergency Shelter Solutions		50,000.00	-	251,405.00	301,405.00
Homelessness Prevention		100,000.00			100,000.00
Homelessness Prevention - Rent Relief					0.00
Housing with Related Supports			203,203.00	203,202.00	406,405.00
Services and Supports		148,464.00	50,000.00		198,464.00
Total	-	298,464.00	253,203.00	454,607.00	1,006,274.00
Administration Fee					0.00
Admin Fee % of Total (max: 3%)	#DIV/0!	0%	0%	0%	0.00%
Total	-	298,464.00	253,203.00	454,607.00	1,006,274.00

Section C: Comments

1. Types of Services – Operating

Please provide details on the types of services being funded and a projection of the total number of households supported/assisted by operating spending category and total facilities/beds (Emergency Shelter Solutions only):

Emergency Shelter Solutions: The Food Banks in the district have continued to see a rise in the need for food security. The need has increased by 15%. Amongst the already existing 7 food banks, 2 new ones were created in 2020 in French River and St-Charles (small remote communities in a large geographic region). We have also ensured that the food banks across the district are getting wholesale prices through a partnership with the Sudbury Food Bank who delivers to most of them on a monthly basis.

Also, in the Manitoulin Family Resources current food bank building that they will be converting into the access hub/counselling space only they need to address a water issue that will impact their ability to offer community kitchen, group sessions. Per the guidelines, the Manitoulin-Sudbury DSB will ensure that minor retrofits, alterations and repairs under \$50,000 do not extend the useful life of pre-existing buildings or assets.

Homelessness Prevention: A partnership has been formed with the Manitoulin Family Resources agency to ensure that anyone who is homeless or is faced with COVID-19 has access to an Isolation Centre (motel/hotel room) with wrap around supports in order to adhere to Public Health Guidelines (ie. Supporting social distancing).

Homelessness Prevention - Rent Relief Only: N/A

Housing with Related Supports: The Manitoulin-Sudbury DSB is already supporting the Canadian Mental Health Association Sudbury/Manitoulin in the provision of a Housing Case Manager designated to ensure that vulnerable persons remain housed with wrap around services so that they are not faced with homelessness or evictions. This program has proven to be very valuable in ensuring that paramedic calls, police calls, complaints and evictions are lessened in those communities. The Manitoulin-Sudbury DSB will be expanding this model to the Sudbury East and Sudbury North regions as we are seeing an increase in opioid crisis, paramedic calls and police calls. We have seen that with the outreach services that CMHA S/M has provided during the pandemic on Manitoulin and in LaCloche that people are appreciative and not feeling as isolated.

We have also partnered with Manitoulin Family Resources to provide transitional housing support to vulnerable persons with Mental Health & Addictions who wish to relocate into the community. They will be provided with wrap around services to ensure that they don't 'fall through the cracks', especially during the pandemic.

Services & Supports: The Manitoulin-Sudbury District Services Board provides multiple services to residents in a large remote area totalling 45,000 square kilometres. For example, from one point of our district to another (Killarney to Chapleau), one could drive for 8 hrs to get from point A to point B. Also, in any parts of the Manitoulin-

Sudbury District, there is no public transportation therefore transportation is a true gap for anyone trying to get to medical appointments, searching for employment or even to access services not available in their home community. For example, someone living in Warren (a small remote community) may need to travel to Sudbury (a larger urban community) to attend a doctor's appointment. The lack of transportation lends itself to the majority of our vulnerable population relying on people to get to their appointments however the pandemic has impacted on the ability for 'others' to help with transportation. The Manitoulin-Sudbury DSB will purchase two fleet vehicles and donate two of its own fleet vehicles to help with transportation for low-income individuals to get to and from medical appointments. People won't need to cancel their appointments and will be able to get the care that they need in a timely fashion. We would also ensure that we will contact Public Health to ensure that COVID protocols would be adhered to in the vehicle during the transportation itself.

The DSB has also identified that more community paramedicine check-ins are required, especially during the pandemic for persons who are homeless, who may not have a doctor or who live in areas where there are no clinics or doctors available. Referrals would come from local citizens, police, social workers, physicians, hospitals ect. The DSB would use some of this funding to ensure that this service is available to do community outreach to support vulnerable populations, especially those in self-isolation.

Lastly, the DSB will reach out to local libraries in each part of the quadrant (Manitoulin, LaCloche, Sudbury East and Sudbury North) to work with them in creating a location for a soundproof pod to allow the vulnerable population to have access to video conferencing for medical appointment or appointments with social services agencies (ie. for access to food, housing, employment supports ect.). The pods and video equipment will be operated by the Library themselves.

In order to sustain some of the initiatives identified in this Investment Plan, the Manitoulin-Sudbury DSB will continue to explore ongoing partnerships and other funding (ie. CHPI) to keep these initiatives going for future years.

2. Additional Information – Emergency Shelter Solutions (temporary)

If funding is planned to support additional temporary shelter facilities, please provide details on the number of these temporary facilities, the number of beds and planned expenditures.

Click or tap here to enter text.

3. Comments

Please provide any additional comments regarding the program or the financial information provided: We have greater needs for additional funding allocation so if there are additional funds available, we would be ready and able.