



City of
Peterborough

To: Members of the Committee of the Whole

From: Ken Doherty, Director of Community Services

Meeting Date: November 7, 2016

Subject: Report CSSS16-004
Community Meal Service Agreement

Purpose

A report to enter into an agreement with St. John's Anglican Church (St. John's) for the delivery of a Community Meal Program to replace the Lighthouse Drop-in Program and the One Roof Community Diner Program.

Recommendations

That Council approve the recommendations outlined in Report CSSS16-004, dated November 7, 2016 of the Director of Community Services, as follows:

- a) That Staff be directed to negotiate a service agreement with St. John's Anglican Church for the delivery of the Community Meal Program, to replace the existing Lighthouse Drop-in Program and the One Roof Community Diner Program; and
- b) That a by-Law be enacted authorizing the Mayor and Clerk to execute an agreement with St. John's Anglican Church for the delivery of a Community Meal Program.

Budget and Financial Implications

There is no budget or financial implication resulting from the approval of the recommendations of this report. The service agreement costs can be managed within the approved Social Services operating budget of \$250,000.

Background

On September 6, 2016, Committee of the Whole received Report CSSS16-003 - Food Security and the Municipal Role in Peterborough. The report provided an overview and outlined the challenges being faced by the existing community meal programs within the City of Peterborough. To address current challenges, the report proposed a new structure for a community meal program, which would include:

1. One meal per day every day of the year;
2. Open a minimum of 4 hours per day;
3. Provide funding for staff coordination;
4. Role for volunteers;
5. Provide funding for food; and
6. Operate a food services employment training program.

Previous Council Direction

Recommendation (b) of report CSSS16-003 was approved by Council, directing staff to proceed with an Expression of Interest (EOI) to obtain community partner(s) for the provision of a new community meal program.

The EOI document (EOI-01-16) was issued by the City on September 12, 2016, with a closing date of October 6, 2016.

The over-all EOI process also included two information meetings, held on September 16 and 20, 2016. Both sessions were well attended by community partners interested in improving food security in Peterborough, generating networking and meaningful discussions.

Submissions Received

There were three submissions received in response to EOI-01-16. The submission from St. John's initially satisfied all the elements identified in the EOI, while the other two only responded to specific elements, such as provision of space only. After engaging with St. John's to further discuss the details of the Program, their partner organization, who initially agreed to deliver the employment training component had to withdraw from the Program due to unforeseen internal organizational setbacks. While this created a gap in St. John's submission, it still addressed more requirements of the EOI than the other two submissions, with regard to meal program and drop-in components. City staff and St. John's are currently working on alternatives to fulfill the employment training component of the Program. In the meantime, the core elements of the meal program and drop in can proceed with an anticipated start time of early December 2016.

Details of St John's Submission

The St. John's submission met all the other major components set out in the EOI and in some cases exceeded the minimum requirements. Some of these extra components will not be fully realized until the employment training program is completely operational. The organizers of the One Roof Community Diner, who are currently delivering the supper program at All Saints Anglican Church, are bringing their experience, volunteers, community partners and successful outreach activities to the new Program. The new Program will be called "One Roof Community Centre" and operate from the same location as the current Lighthouse Community Centre.

The St John's proposed program will include:

- 12 meals per week including a lunch 7 days/week and supper Monday to Friday (5 meals per week). The lunch meal fulfills the minimum requirements with the supper meal being delivered through the partnerships created by the One Roof Community Diner.
- The Community Drop-in is proposed to be open from 12:00 pm to 7:00 pm exceeding the required 4 hours in the EOI.
- In addition, formal training and workshops will be scheduled between 10:00 am and 12:00 pm many days. These sessions could include: peer advocacy, public speaking, yoga, art, spirituality and meditation, tutoring, literacy and numeracy, computer skills, fitness, nutrition and music.
- A client advisory committee will be created with a client survey conducted at least twice each year. Two seats on the Board will also be reserved for program participants.
- Drop-in time will be provided throughout the hours of operation with space made available for outreach by local organizations such as: 4CAST, Housing Resource Centre, CMHA, PARN, VON, Social Services, and others.
- Priority is being placed on meals with high nutritional value and accommodations for special dietary needs.
- A reasonable balance between paid staff and volunteer involvement.
- Outcome indicators that appropriately measure the operation of the Program.
- A fully functioning commercial kitchen.

If the recommendations of this report are approved, staff will proceed with developing a service agreement with St. John's. The current service agreement will be terminated with Canadian Mental Health Association (CMHA) and the lease agreement with St. John's. Staff will work with both parties to ensure a smooth transition with minimal disruption to clients.

Submitted by,

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