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To: Mayor and Members of Council
From: Andy Allison, CAO
Date: September 21, 2020
Subject: COVID-19 Financial Support – Rent Relief for Community Agencies

At the June 1, 2020 General Government Committee meeting, [Report FND-018-20](#), COVID-19 Financial Support Update Report was presented. The report outlined several financial assistance programs for Committee consideration, including a rent relief program for community agencies that rent or lease space in our municipal buildings. The staff recommendation on rent relief was approved and subsequently ratified at the following Council meeting. That resolution read as follows:

That Community Agencies renting space in Municipal buildings be provided rent relief, outside of the Community COVID-19 Support Program, as recommended in Attachment 3

This memo summarizes how the funds were disbursed in accordance with this direction of Council.

The following summary identifies the various agencies and the monthly costs to each organization.

Monthly Cost Summary:

ORGANIZATION	LOCATION	FUNCTION	LEASE/RENT (MONTHLY)
Community Care Durham	Garnet Rickard Recreation Complex	Administration, Meals on Wheels, COPE, Day Program	Rent: \$4,418.33 Utilities: \$1,606.67 Renovations: \$850.34
Community Living Oshawa/Clarington	2444 Baseline Rd.	Administration, Programs	\$422.56
John Howard Society	132 Church Street	Administration, Program Support and Youth Centre	\$1,354.03

Participation House	Garnet Rickard Complex South Courtice Arena	Concession Operations	\$233.97
			\$176.54
Autism Home Base Durham	132 Church Street	Administration, Programs	\$1,206.80

The impact the closure of our municipal buildings and the subsequent Provincial closure orders had on these agencies commenced on Monday March 16. With some exceptions, this continued through the summer months. For this reason, we considered the rent relief period to be a total of five months up to August 15. For reference purposes, Durham Region entered Stage 3 of the Provincial Reopening on July 24.

Based on the above information, the following credits were provided:

Community Care Durham

During this time period, the Meals on Wheels program continued as did access for their administrative staff as well as the provision of virtual services to clients. Staff therefore provided a 50% reduction to their monthly rent and utilities charges. Based on 5 months, a credit totaling \$15,062.50 was applied to their account.

Community Living Oshawa/Clarington

On site programming was cancelled during this time period, although access to the building for staff was maintained. In discussion with their staff, a 50% reduction for these months was seen as appropriate. Based on 5 months, a credit totaling \$1,056.40 was applied to their account.

John Howard Society

During this time, several in-person programs and services ceased or were undertaken remotely. Throughout, access to the building for staff was maintained. In discussion with their staff, a 50% reduction for these months was seen as appropriate. Based on 5 months, a credit totaling \$3,385.07 was applied to their account.

Participation House

Their monthly payments were made up to March 31 and were stopped. They will continue to make monthly payments when arena operations resume to the level their services are needed. No account adjustment required.

Autism Home Base Durham

On site programming was discontinued for this time period, but they did maintain access to the building. In discussions with their staff, the impact of COVID-19 was significant given the challenges faced with remote services for their clients. A 75% reduction was therefore provided. This agency was also awarded \$2,500 under the Community COVID-19 Support Program for costs unrelated to monthly rent. Based on 5 months, a credit totaling \$4,525.50 was applied to their account.

The subsidies provided to these agencies totaled \$24,029.47. The agencies were advised on September 11 of the rent concessions made to them and they were all very pleased. We are confident these rent relief credits will be very beneficial to these community agencies and reflect the intention of Council to provide financial assistance for those that provide such valuable services and programs for our community.



Andrew Allison
CAO

cc: George Acorn, Director of Community Services
Trevor Pinn, Director of Finance/Treasurer
Lee-Ann Reck, Client Services Manager