**Minutes – Executive Policy Committee – November 13, 2024**

**Report – Standing Policy Committee on Community Services – November 4, 2024**

**Item No. 1 Report on Annual Inspection of Converted Residential Dwellings (CRD) with Shared Facilities (Rooming Houses) for the year 2023**

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

The Executive Policy Committee concurred in the recommendation of the Standing Policy Committee on Community Services and submitted the following to Council:

1. That this report be received as information.

**Minutes – Executive Policy Committee – November 13, 2024**

**Report – Standing Policy Committee on Community Services – November 4, 2024**

DECISION MAKING HISTORY:

Moved by Councillor Santos,

That the recommendation of the Standing Policy Committee on Community Services be concurred in and forwarded to Council.

Carried

STANDING COMMITTEE RECOMMENDATION:

On November 4, 2024, the Standing Policy Committee on Community Services concurred in the recommendation of the Winnipeg Public Service and submitted the matter to the Executive Policy Committee and Council.

## ADMINISTRATIVE REPORT

**Title:** Report on Annual Inspection of Converted Residential Dwellings (CRD) with Shared Facilities (Rooming Houses) for the year 2023

**Critical Path:** Standing Policy Committee on Community Services – Executive Policy Committee – Council

## AUTHORIZATION

| Author | Department Head | CFO | CAO |
|---|---|---|---|
| S. Reich | C. Schmidt | T. Graham | S. Armbruster, Interim CAO |

## RECOMMENDATIONS

That this report be received as information.

## REASON FOR THE REPORT

On November 7, 2016, Council concurred in the recommendation of the Standing Policy Committee on Protection, Community Services and Parks and adopted the following:

2. That the Winnipeg Public Service be requested to report back annually on Converted Residential Dwellings with Shared Facilities, including but not limited to the Winnipeg Regional Health Authority education effectiveness; 311 screening; number of complaints, inspections, compliances, and outstanding inspections; and anything regarding the by-law safety issues, and recommendations.

## IMPLICATIONS OF THE RECOMMENDATIONS

There are no implications associated with this report as it is for information only.

## HISTORY/DISCUSSION

**Definitions:**

A Converted Residential Dwelling:

- Is a building that contains a residential occupancy.
- Has a maximum building height of three storeys.
- Was originally designed for use by one or two families but has since been converted to provide more than two suites.

- Was originally designed for use by one or two families but has been converted to provide more than one suite with a commercial occupancy.

A Converted Residential Dwelling with Shared Facilities is:

- A dwelling that is designed for sanitary facilities or cooking facilities to be shared by occupants of three or more dwelling units, whether or not the dwelling units are occupied.
- A dwelling where sanitary facilities or cooking facilities are shared by two or more residents of a dwelling unit that is not operated under a single tenancy.

**311 Screening**:
The Planning Property and Development Enforcement Services Unit (PPD ESU) has a process where complaints of illegal rooming houses can be reported by citizens via 311. The 2023 data is included in this report and is also available at: https://data.winnipeg.ca/Development-Approvals-Building-Permits-Inspections/Rooming-House-Enforcement-Activity/vk2f-xwp7/about_data

In addition to the statistics regarding illegal rooming houses, the Public Service receives complaints from 311 regarding legally-established converted residential dwellings.

- 2023 - Fire Prevention had 12 complaints from 311 related to CRDs.
- 2023 - Licensing & By-law Enforcement (LBE) had 53 complaints from 311 related to CRDs.
- 2023 – PPD ESU had 127 complaints from 311 related to CRDs.

**Fire Safety Inspections:**
The Fire Prevention Branch initiated annual inspections of licenced Converted Residential Dwellings (CRD) with Shared Facilities in November 2016 as per the Council decision of November 7, 2016.

**Table 1 Inspections Completed by Fire Prevention**
Table 1 reports the number of inspections conducted by Fire Prevention on licenced CRD Shared Facilities (annual inspections) and CRD (30-month inspections) in 2023. The table also reports on compliance rate.

| Requirement | Annual target | Number Inspected in 2023 | Number Outstanding |
|---|---|---|---|
| Licensed CRD Shared Facilities - **Annual** (123) | 123 per year | 139 | 1 |
| Licensed CRD - **30 Month** (431 / 2.5 = 190) | 190 per year | 206 | 3 |
| **Compliance Rate by Inspection** | **Compliant on 1st inspection** | **Compliant on 2nd inspect8on** | **Compliant on 3rd or more inspections** |
| CRD Shared Facilities- **Annual I**nspections | 32% | 68% | Less than 1% |
| CRD - **30 Month** Inspections | 26% | 68% | 6% |

NOTE: LBE provides the number of licensed CRD locations as of December 31, 2023. For CRDs with shared facilities, the annual target is that number. For CRDs with no shared facilities

the target number of inspections is the total number of licensed properties divided by 2.5 as they are inspected on a 30-month cycle.

**Table 2 Inspection Details**
Table 2 reports the total number of complaints received by Fire Prevention from the public, other agencies and fire suppression personnel, the number of CRDs that were referred to Licensing & By-law Enforcement (LBE), the number of inspections LBE completed, and their compliance rate.

| **CRD Inspection Details for Fire Prevention** | **2023** |
|---|---|
| Number of complaints for CRD Shared Facilities received by Fire Prevention | 13 |
| Number of complaints for CRD Shared Facilities initiated by officers | 9 |
| Number of complaints for CRD (30-month schedule) received by Fire Prevention | 36 |
| Number of complaints for CRD (30-month schedule) initiated by Fire Prevention Officers | 12 |
| **CRD Inspection Details for LBE** | **2023** |
| Number of complaints for CRD Shared Facilities received through 311 | 53 |
| Number of complaints for CRD Shared Facilities initiated by officers | 16 |
| Number of LBE Inspections of CRD Shared Facilities | 87 |
| LBE Compliance Rate (created 36 orders, 0 outstanding) | 100% |

**2023 Statistics for Fire Prevention By-law Infractions Documented in CRDs with Shared Facilities**

| **2023 Fire Prevention By-Law Infractions in CRDs with Shared Facilities** | |
|---|---|
| Fire alarm system - annual testing and maintenance required<br>Fire alarm system - maintain in operable condition<br>Fire alarm system - provide written report of annual system testing<br>Fire alarm system - By-law label required | 68<br>35<br>19<br>15 |
| Fuel-fired heating - annual service required<br>Fuel-fire heating - By-law label required<br>Fuel-fired heating - provide written report | 45<br>29<br>3 |
| Laundry - inspect and clean dryer duct | 20 |
| Smoke alarm - install or replace smoke alarm<br>Smoke alarm - Schedule A or B documentation required | 45<br>10 |
| Fire extinguisher - annual service required<br>Fire extinguisher - replace or install fire extinguisher | 23<br>23 |
| Egress - maintain in good repair and clear of obstruction | 18 |
| Suite door require repair or replace door or hardware | 18 |
| Electrical hazards | 18 |
| Extension cord - remove extension cords used as permanent wiring | 12 |
| Fire separations - repair fire separation | 12 |
| Emergency exit sign - post exit sign | 11 |
| Fire watch required due to inoperable fire alarm system | 9 |

| | |
|---|---|
| Emergency lighting - service or repair<br>Emergency light - provide written report of testing | 7<br>7 |
| Fire escape or fire balcony - repair required | 6 |
| Remove locking device / hasp from door | 6 |
| Combustible material creating a fire hazard | 6 |
| Emergency procedures - post emergency procedures | 6 |
| Sprinkler system - annual sprinkler system service required<br>Sprinkler system - label required | 5<br>5 |
| Illegal suite | 5 |
| Heat detector | 2 |
| Propane storage | 1 |
| **Total** | 489 |

**2023 Statistics for Licensing & By-law Enforcement Infractions in CRDs with Shared Facilities**

| **2023 LBE By-Law Infractions in CRDs with Shared Facilities** | |
|---|---|
| Garbage accumulation | 16 |
| Properly glazed | 7 |
| Vegetation trimmed | 6 |
| Kept in good repair | 6 |
| Vegetation height | 5 |
| Unobstructed egress to exterior | 4 |
| Boulevard maintenance | 3 |
| Handrails required | 3 |
| Weeds | 3 |
| Caretaker signage not installed | 3 |
| Caretaker not responding | 3 |
| Exit without key | 2 |
| Lice, bed bugs, cockroaches, silverfish or other | 1 |
| Mechanical ventilation, repair | 1 |
| Residential heating minimum temperature- night | 1 |
| Lockable from inside/outside | 1 |
| Openable from inside building | 1 |
| Exterior walls of buildings maintained | 1 |
| Walls, ceilings, door jams, repair | 1 |
| Eavestrough, fascia and soffits maintained | 1 |
| Bathroom, toilet room ventilation | 1 |
| Running water (hot and cold) supplied to fixtures | 1 |
| Exterior walls protective covering | 1 |
| Plumbing fixtures provided | 1 |
| Roof repair | 1 |

| | |
|---|---|
| Heating system provided | 1 |
| Floor coverings good repair | 1 |
| Heating system maintained | 1 |
| Heating minimum temperature - day | 1 |
| **Total** | **78** |

## 2023 Statistics from Planning, Property and Development Enforcement Services Unit Activity from 311 for CRDs and CRDs With Shared Facilities

| 2023 Rooming House Enforcement Activity | | | | | | |
|---|---|---|---|---|---|---|
| **Year** | **Ward** | **Neighbourhood** | **Complaint Driven** | **Proactive Enforcement** | **In Progress - Investigation** | **Completed - Investigation** |
| 2023 | Charleswood - Tuxedo - Westwood | Ridgewood South | 1 | 1 | 0 | 2 |
| 2023 | Charleswood - Tuxedo - Westwood | Varsity View | 0 | 2 | 1 | 1 |
| 2023 | Daniel McIntyre | Spence | 1 | 0 | 0 | 2 |
| 2023 | Daniel McIntyre | St. Matthews | 1 | 0 | 0 | 1 |
| 2023 | Daniel McIntyre | Portage- Ellice | 1 | 0 | 0 | 1 |
| 2023 | Elmwood - East Kildonan | Valley Gardens | 1 | 0 | 0 | 1 |
| 2023 | Elmwood - East Kildonan | Munroe East | 1 | 0 | 0 | 1 |
| 2023 | Elmwood - East Kildonan | Munroe West | 0 | 1 | 0 | 1 |
| 2023 | Fort Rouge - East Fort Garry | Mcmillan | 1 | 0 | 1 | 0 |
| 2023 | Fort Rouge - East Fort Garry | Crescent Park | 1 | 0 | 0 | 1 |
| 2023 | Mynarski | St. John's | 1 | 0 | 0 | 1 |
| 2023 | Mynarski | Jefferson | 1 | 0 | 0 | 1 |
| 2023 | Mynarski | Margaret Park | 1 | 0 | 0 | 1 |
| 2023 | North Kildonan | Rivergrove | 1 | 0 | 0 | 1 |
| 2023 | Old Kildonan | The Maples | 6 | 0 | 0 | 6 |
| 2023 | Old Kildonan | Garden City | 3 | 0 | 0 | 3 |
| 2023 | Old Kildonan | Mandalay West | 1 | 0 | 0 | 1 |
| 2023 | Point Douglas | Tyndall Park | 3 | 0 | 0 | 3 |
| 2023 | Point Douglas | Inkster Gardens | 3 | 0 | 0 | 3 |
| 2023 | Point Douglas | Weston | 2 | 1 | 0 | 3 |
| 2023 | River Heights - Fort Garry | Maybank | 1 | 1 | 0 | 2 |
| 2023 | River Heights - Fort Garry | Linden Woods | 2 | 0 | 0 | 2 |
| 2023 | River Heights - Fort Garry | Beaumont | 1 | 0 | 0 | 1 |
| 2023 | St James | Crestview | 2 | 0 | 0 | 2 |
| 2023 | St James | King Edward | 1 | 0 | 0 | 1 |
| 2023 | St Norbert - Seine River | Trappistes | 1 | 0 | 0 | 1 |
| 2023 | St Norbert - Seine River | Richmond Lakes | 1 | 0 | 0 | 1 |
| 2023 | St Norbert - Seine River | Fort Richmond | 8 | 4 | 1 | 11 |
| 2023 | St Vital | Fraipont | 1 | 0 | 0 | 1 |
| 2023 | St Vital | Worthington | 0 | 1 | 0 | 1 |
| 2023 | St Vital | Pulberry | 1 | 0 | 1 | 0 |
| 2023 | St Vital | Meadowood | 1 | 0 | 0 | 1 |
| 2023 | St Vital | Minnetonka | 1 | 0 | 0 | 1 |
| 2023 | Transcona | Southland Park | 1 | 0 | 0 | 1 |
| 2023 | Waverley West | Richmond West | 2 | 0 | 0 | 2 |
| 2023 | Waverley West | Prairie Pointe | 0 | 1 | 1 | 0 |
| 2023 | Waverley West | Montcalm | 1 | 0 | 0 | 1 |
| 2023 | Waverley West | Waverley Heights | 2 | 0 | 0 | 2 |
| 2023 | Waverley West | Fairfield Park | 2 | 0 | 1 | 1 |
| 2023 | Waverley West | Agassiz | 2 | 0 | 1 | 1 |
| 2023 | Waverley West | South Pointe | 3 | 0 | 1 | 2 |
| | **Totals:** | | **64** | **12** | **8** | **69** |

**FINANCIAL IMPACT**

## Financial Impact Statement Date: Oct 03, 2024

## Project Name:
## Report on Annual Inspection of Converted Residential Dwellings (CRD) with Shared Facilities (Rooming Houses) for the year 2023

**COMMENTS:**

There are no financial impacts arising from the recommendations in this report.

John Hall FCMA, CGMA
Financial Controller
Fire Paramedic Service

## CONSULTATION

In preparing this report, there was consultation with:

- Community Services, Licensing & By-law Enforcement for the number of licensed CRDs, By-law infraction information and statistics.
- Planning, Property and Development Enforcement Services Unit for their Rooming House Enforcement Activity document.

## OURWINNIPEG POLICY ALIGNMENT

This report aligns with the *OurWinnipeg* Policy by promoting safety in buildings and enforcing property-related housing standards that create and promote safe living conditions for communities.

## WINNIPEG CLIMATE ACTION PLAN ALIGNMENT

Consideration was given as to whether this report connects to the Winnipeg Climate Action Plan (CAP), and it was determined that the CAP is not applicable to this specific report.

## WINNIPEG POVERTY REDUCTION STRATEGY

The information presented in this report aligns with and advances the Winnipeg Poverty Reduction Strategy (2021 – 2031) as follows:

This report aligns with the Winnipeg Poverty Reduction Strategy's **Guiding Principle to Promote and Maintain the Welfare of all Residents**, the **Life Pole of Affordable Housing** and the **10 Year Objective Goal 2 (D)** that **Existing affordable rental housing stock is maintained** and improved. Fire inspections ensure existing affordable housing stock is maintained to ensure life safety in these occupancies.

## SUBMITTED BY

Department: Winnipeg Fire Paramedic Service
Division: Fire Prevention Branch
Prepared by: Sherry Reich
Date: October 3, 2024
File No: N/A