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Windsor, Ontario September 19, 2013

A meeting of the **Housing Advisory Committee** is held this day commencing at 9:00 o'clock a.m. in the Board Room, 1266 McDougall, there being present the following members:

Marina Clemens, Chairperson
Councillor Ed Sleiman
Bill Bijl
Anna Angelidis
Frank Duralia
John Elliott
Dave Foley
Steve Govette
Elayne Isaacs
Gary McNamara
Heather McNamara
Cheryl Porter
Paul Renaud

Regrets received from:

Bill King
Lorena Shepley

Also present are the following resource personnel:

Rob Oleynik, Program Coordinator, Housing & Children's Services
Karen Kadour, Committee Coordinator

1. CALL TO ORDER

The Chairperson calls the meeting to order at 9:00 o'clock a.m. and the Committee considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

2. DECLARATIONS OF CONFLICT

None disclosed.

3. INTRODUCTION OF NEW HAC MEMBERS

The Chairperson introduces Bill Bijl (Lodging/Rest Home sector) and Cheryl Porter (Housing Providers) as new members of the Housing Advisory Committee.

4. MINUTES

There was an insufficient number of members to constitute a quorum at the April 11, 2013 HAC meeting.

5. BUSINESS ARISING FROM THE MINUTES

5.1 Update 2013 Program Release – Investment in Affordable Housing Program (IAH)

R. Oleynik provides an overview as it relates to the IAH Rent Supplement Component, the IAH Homeownership Downpayment Assistance Program, and Ontario Renovates as follows:

1. IAH Rent Supplement Component Allocation \$6.451M over 10 years

Program Year 3 March 31, 2014

Initial Take-up Target: 25 units

Actual Take-up: 26 units

- Unit allocation at full take-up
- Funding not all full take-up due to ramp up and lower than budgeted per unit subsidy
- Budgeted for average subsidy of \$400 per month
- Actual to-date average at \$325 per month
- Program Response City @ 85% County @ 15%

Year 4 Rent Sup Program effective April 1, 2014 – add 19 units

2. IAH Homeownership Downpayment Assistance Program – Total \$734,600

2013 Original Allocation plus

Round 2 Revolving Funds	\$600,000 plus \$134,600
Maximum Assistance	\$ 17,300
Final Approvals	41 applications
Average Amount	\$14,950 per transaction
Committed and in process	14 applications
Remaining balance	\$ 3,490
Program Response	City at 63% County at 37%
App return ratio	10%

2013 Round 2 Issued in August 2013 – Revolving Fund added \$134,600 to allocation.

Year 4 HOP Program Allocation effective April 1, 2014 - \$0.00

3. Ontario Renovates – 2013 Original Allocation \$1,254,247

Program Allocation	Homeowner \$1,031,247	Multi-Res \$223,000
Approved apps	29	5 apps (13 units)
Apps in process	4	0
Average Amount	\$25,715	\$17,154 per unit
Total funding committed	\$848,620	\$223,000
Remaining Funds	\$182,627	\$0
Program City	65%	100%
Response County	35%	0%
App return ratio	10% to 15%	

**Year 4 Allocation Ontario Renovates Program effective April 1, 2014 - \$1,115,831
Allocation of funds between the Homeowner component and the Multi Res component is under review and not finalized.**

In response to a question asked by F. Duralia regarding if the City has a list of vacant homes requiring renovation for future housing, R. Oleynik responds affirmatively, however, no funding program is available to acquire these homes.

In terms of the Ontario Renovates Program, R. Oleynik advises the multi-res take-up did not meet expectations in 2013 and \$100,000 was transferred from the Multi Res component to meet the demands of the homeowners. He notes toggling between the Homeownership Downpayment Assistance Program and Ontario Renovates is necessary to ensure the community receives 100% take-up of the allocation. He indicates that the Ontario Renovates allocation between the multi-res and homeowner component has not been set for 2014 and that given the demand for homeowner repairs there may not be a multi-res allocation in 2014.

5.2 Update – Long Term Affordable Housing Strategy (LTAHS)

The Chairperson reports the LTAHS final consultation session (with stakeholders) regarding the Draft 10 Year Housing and Homelessness Plan will be held on September 20, 2013 at the Caboto Hall from 9:00 a.m. to 4:00 p.m. She indicates the 10 Year Housing and Homelessness Plan will be reviewed by City Council in November and notes the Plan must be submitted to the Province by December 31, 2013.

5.3 Status of Secondary Suite By-law

G. McNamara states he will request the Planning Department in Tecumseh to determine what lower tier municipalities are doing with respect to secondary suites.

6. NEW BUSINESS

6.1 Chair's Draft Report to the Social Development, Health & Culture Standing Committee

The Chairperson reports the HAC Bi-Annual Report to the Social Development, Health & Culture Standing Committee will be reviewed at the November 6, 2013 meeting. A. Angelidis suggests HAC's significant role in the undertaking of the 10 Year Housing & Homelessness Plan be added to the Report.

Moved by G. McNamara, seconded by Councillor Sleiman,
That the Housing Advisory Committee 2013 Chairperson's Verbal Report to the Social Development, Health and Culture Standing Committee **BE RECEIVED**.
Carried.

6.2 Updates from HAC Members

H. McNamara states in terms of government assisted refugees, the Multicultural Council received an influx of refugees in July and August. She notes some families consisting of 12 members require a 10 day stay in a hotel and permanent housing must be provided following that short stint in a hotel.

In response to a question asked by F. Duralia regarding geared to income housing, the Chairperson advises there are 2100 persons on the waiting list (900 demands for a one bedroom apartment).

F. Duralia expresses concern regarding housing for "baby boomers". R. Oleynik states that one of the lowest number of applicants on the centralized waiting list at this time is in the senior category. The Chairperson reports seniors are generally housed within a month's time.

B. Bilj indicates the number of "baby boomers" requiring housing within the next ten years will increase exponentially.

A. Angelidis advises the "Keep the Heat" Program is year round. She states the Youth Program (ages 16-24) assists youth to acquire affordable housing.

It is generally agreed the e-mail received from a senior residing in a private residence requesting push button door access in his apartment building be forwarded to the Windsor Accessibility Advisory Committee.

7. **DATE OF NEXT MEETING**

The next meeting will be held on October 23, 2013 at 9:00 o'clock a.m. in the Board Room, 1266 McDougall.

8. **ADJOURNMENT**

There being no further business, the meeting is adjourned at 10:30 o'clock a.m.

CHAIRPERSON

COMMITTEE COORDINATOR



AGENDA
And Schedule "A"
to the minutes of the meeting of the
HOUSING ADVISORY COMMITTEE
held Thursday, September 19, 2013
at 9:00 o'clock a.m.
1266 McDougall Board Room

1. **CALL TO ORDER**
2. **DECLARATIONS OF CONFLICT**
3. **INTRODUCTION OF NEW HAC MEMBERS**
4. **MINUTES**

Adoption of the minutes of the meeting held April 11, 2013.
Note: There was an insufficient number of members at the April 11, 2013 meeting to constitute a quorum.
5. **BUSINESS ARISING FROM THE MINUTES**
 - 5.1 **Update 2013 Program Release – Investment in Affordable Housing Program (IAH)**
 - 5.2 **Update - Long Term Affordable Housing Strategy (LTAHS)**
 - 5.3 **Status of Secondary Suite By-law**
6. **NEW BUSINESS**
 - 6.1 **Chair's Draft Report to the Social Development, Health & Cultural Standing Committee**

The "Draft" Verbal Report to the Social Development, Health & Culture Standing Committee – attached.
 - 6.2 **Update from HAC Members**
7. **DATE OF NEXT MEETING**

To be determined.
8. **ADJOURNMENT**

September 2013

Draft

**Housing Advisory Committee
2013 Chairperson's Verbal Report to the Social Development, Health and Culture
Standing Committee**

Some Background.....

The mandate of the Housing Advisory Committee is to serve as an advisory body to City Council on issues relating to the supply, demand and need for additional affordable housing units; act as a medium for informational exchange with sector representatives on housing program initiatives and community issues; act as resource and advocate on behalf of all stakeholders to educate and advance the awareness of Council representatives on matters pertaining to housing in Windsor and Essex County.

The Housing Advisory Committee enjoys wide ranging housing sector representation that results in valuable input from its members. A copy of the committee representation is attached. The Committee lost two valued members this year. We are however pleased to report two new members with extensive experience in their respective sectors joined the Committee.

The work of the Housing Advisory Committee continues to be guided by the recommendations made in the Housing Analysis and Recommendation Strategies Report 2010, also known as the HARS 2010 Report. The HARS 2010 Report was a previous initiative undertaken by the Housing Advisory Committee. The Committee had conducted a line-by-line review of each HARS 2010 Recommendation and the report continues to be a relevant and useful resource to inform the work of the Committee throughout 2013.

2013 Committee Work

There are many changes, challenges and opportunities facing the social housing sector at this time. New housing legislation and requirements have kept members of the Housing Advisory Committee very busy throughout 2013 and it appears 2014 will be the same.

I am pleased to report the Committee has worked to review, monitor, provide input and make recommendations where required in the following three significant housing sector initiatives:

- The delivery of the Investment in Affordable Housing Program components;
- The development of local rules under the new Housing Services Act;
- The development of the 10 year Housing and Homelessness Plan

1. Investment in Affordable Housing Program \$11.8M

The Federal and Provincial governments partnered to fund the Investment in Affordable Housing Program for Ontario (IAH) until March 31, 2015. The Windsor Essex region was allocated \$11.8M under the program. The City as Service Manager has tremendous flexibility in allocating funds in combination of five identified program components including capital funding for residential rental housing, homeownership down payment assistance, rehabilitation and repair work, housing allowances and rent supplement funding. The program development and design flexibility enhanced the City's ability to continue to implement strategies to address local housing needs.

The Committee undertook a review of the program within the context of the HARS 2010 Recommendations. The Committee held discussions and worked on the information to identify which program components were most needed in the community and how best to proportion the program funding envelope to enable a recommendation to Housing Services. The Committee's recommendations were implemented by Housing Services.

The Committee continues to monitor the take-up results of the IAH program and provides feedback to Housing Services regarding delivery and take-up results.

2. Local Social Housing Rules – Housing Services Act

Recent changes to provincial legislation have created an opportunity to review existing social housing program rules and attempt to address some of the challenges facing the affordable housing sector in Windsor Essex. These initiatives have kept the committee busy throughout 2012 and 2013.

Under the new Housing Services Act, Service Managers may adopt local rules in the areas of program design. The two most notable topics that the Committee will continue to have under discussion and requiring careful consideration are the development of a Review System (appeal) and Asset Limits. The Committee has and will continue to assess the ramifications of changes in these two areas and provide input to Housing Services regarding these two important topics.

3. Long Term Affordable Housing Strategy – Housing Services Act

The new Housing Services Act requires Service Managers to develop and submit a 10 Year Housing and Homelessness Plan for Council approval. This requirement is a significant undertaking. The Executive Director of Housing and Children Services established the Long Term Affordable Housing Strategy Advisory Committee (LTAHSAC) to plan, develop, monitor and guide the initiative to completion. (A copy of the Role of LTAHSAC is attached as Appendix 2). In addition, Housing and Children Services has hired a consultant, SHS Inc., to

gather the necessary data, consult with stakeholders and draft the Windsor Essex 10 Year Housing and Homelessness Plan. There are 8 Housing Advisory Committee members on LTAHSAC providing their knowledge and expertise and a significant amount of their time and effort to ensure the initiative is a success.

4. Secondary Suites – Housing Services Act

The new Housing Services Act requires municipalities to develop a Bylaw to govern secondary suites. The Housing Advisory Committee acknowledges careful consideration must be given regarding this requirement. This requirement remains on the Committee's agenda, continues to be a topic of discussion and the committee will receive updates from the Planning Department as to the progress in formulating the Bylaw that will become part of the City's Official Plan.

5. 2014 Committee Work

The Committee's work in the coming year will be to continue to review, monitor, provide input and make recommendations where required on the three main initiatives of this year's work, namely:

- The delivery of the Investment in Affordable Housing Program components. This program was originally scheduled to expire in March 2015 and the Federal government has announced a 5 year extension to the program. Discussions will be required throughout 2014 to ensure program design and delivery meets the needs of the Windsor Essex region;
- Final discussions and completion of the development of local rules under the new Housing Services Act is expected throughout 2014 and the Committee will be required to review and provide input into the process ;
- Year 1 of the 10 Year Housing and Homelessness Plan is 2014. The Committee will continue to work to provide input and monitor the implementation progress of the Plan.

6. Closing

In closing, the members of the Housing Advisory Committee are dedicated and knowledgeable individuals that volunteer their time generously and provide valuable input into relevant affordable housing issues in the community. We look forward to working throughout 2014 to improve the availability of and access to affordable housing in our community. I remain very proud to be the Chairperson of the Housing Advisory Committee.

Appendix 1

2013 Membership List – Housing Advisory Committee

Voting Status

Sector Representation	Seat	Name
City Council	1	Councillor Ed Sleiman
County Council	1	Mayor Gary McNamara -Tecumseh
Housing Providers	2	Jim Steele, Community Housing Corporation Cheryl Porter, Glengarry Non-Profit Housing Corporation
Central Housing Registry	1	Marina Clemens, Chair
Labour Community		Anna Angelidis, Labour Sponsored Community Development Group
Housing Developer	1	Dave Foley, Barrier Free Construction and COAHP Proponent
Consumer and Tenant Representative	2	Lorena Shepley Frank Durali
Community Groups	5	Heather McNamara, Multicultural Council Elayne Isaacs, Aboriginal Community Hassan Awed, Children Aid's Society John Elliot, Sandwich Teen Action Group Steve Govette, Manager Housing, Facilities Employment
Emergency Housing	1	Linda Wilson, Salvation Army
Windsor Essex real Estate Board	1	Paul Renaud, Bob Pedler Real Estate
Lodging/Rest Home	1	Bill Bijl, Kanata Living Inc.

Resource to HAC Non-Voting Status

Council Services	1	Karen Kadour, Committee Coordinator
Social Service Emergency Housing	1	Tricia Brisbois, Acting Manager Residential Shelter Services
CMHC		Judith Binder, Manager Southwest Region
Policy Planning	1	Chris Aspila, Planner II Land Information
County of Essex Planning Services	1	Bill King, Manager Planning Services
Executive Director of Housing and Children Services	1	Debbie Cercone
Housing Services Programs	1	Rob Oleynik

Appendix 2

Windsor Essex Long Term Affordable Housing Strategy (LTAHS) Advisory Committee

Role of the LTAHS Advisory Committee

The role of the LTAHS Advisory Committee is to act as a community resource to make recommendations to the Executive Director of and Children's Services of the City of Windsor ("Executive Director") to:

- a) plan and develop a strategy and process to complete a 10 year community based Housing and Homelessness Plan ("the Plan") that addresses current and future local homelessness and housing needs in Windsor/Essex in a manner that results in the best outcome possible and complies with the spirit, intent and requirements of Provincial Long Term Affordable Housing Strategy (LTAHS) and related legislation and;
 - b) formulate the rationale, objectives and expected outcome of the strategy and process and;
 - c) develop a work plan and timeline schedule for the Plan
 - d) steer the strategy, process and Plan to completion
- 1.2 Review, monitor, and interpret federal, provincial and municipal directives, regulations and policies as they relate to guiding the strategy, process and Plan to completion;
 - 1.3 Act as a medium for informational exchange with sector representatives and advance awareness in the Windsor/Essex region on housing program initiatives and community issues related to developing the Plan and related to LTAHS and;
 - 1.4 Monitor and evaluate progress throughout the process and recommend strategies to overcome challenges that may emerge as the process proceeds through to completion.