

KK/
Windsor, Ontario February 14, 2017

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, Chair
Councillor John Elliott
Mayor Gary McNamara, Town of Tecumseh
Anna Angelidis (arrives at 9:10 a.m.)
Linda Coltman (arrives at 9:12 a.m.)
Steve Govette
Eric Hill (arrives at 9:15 a.m.)
Cheryl Porter
Paul Renaud
Jim Steele
Leigh Vachon
Mike Vanderlist
Angela Yakonich

Regrets received from:

Jessica Kipping
Sid Palumbo

Also present are the following resource personnel:

Chris Aspila, Planner III
Judith Binder, CMHC
Debbie Cercone, Executive Director, Housing & Children's Services
Michael Cooke, Manager, Planning Policy
Kelly Goz, Coordinator, Housing Administration and Development
Rob Oleynik, Coordinator, Housing Administration and Development
Karen Kadour, Committee Coordinator

1. CALL TO ORDER

The Chairperson calls the meeting to order at 9:02 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. **MINUTES**

Moved by Mayor G. McNamara, seconded by Councillor Elliott,
That the minutes of the Housing Advisory Committee of its meeting held
September 27, 2016 **BE ADOPTED** as presented.
Carried.

4. **BUSINESS ITEMS**

4.1 **Secondary Suites Update**

The Chairperson advises City Council at its meeting held January 9, 2017
approved the following motion:

Decision Number CR282017 SDHC 441

*“That Report No. 6 of the Housing Advisory Committee whereby the Chair of the
Housing Advisory Committee BE DIRECTED to send a letter to the Chief Administrative
Officer, City of Windsor to determine when the policy to permit secondary suites in the
Official Plan will proceed to City Council, and further, that letters BE SENT to the
Mayors in Essex County to ascertain the status of secondary suites in their respective
municipalities BE APPROVED.”*

The Chairperson reports letters were sent to the Mayors in Essex County
regarding the status of secondary suites in their respective municipalities, and
responses have been received from the Town of Leamington and the Town of
Kingsville. J. Binder requests that any additional responses received from the
municipalities be provided to HAC.

M. Cooke indicates the city appreciates the commitment of HAC regarding the
issue of secondary suites as this matter has been introduced several times over the
past two decades (going back to provincial policy statements that introduced the option
of second units in the late 1990’s). He adds the direction of the province is to look at
affordable housing.

M. Cooke states Bill 140 is “An Act to enact the Housing Services Act, 2011
repeals the Social Housing Reform Act 2000 and make complementary and other
amendments to other Acts”. He notes Bill 140 directs municipalities across the province
to remove from the zoning by-laws any restrictions that prohibit self-contained
secondary suites with some exceptions.

The Strong Communities through Affordable Housing Act, 2011 amended various sections of the Planning Act to facilitate the creation of second units by:

- Requiring municipalities to establish official plan policies and zoning by-law provisions allowing second units in detached, semi-detached and row houses, as well as in ancillary structures.
- Removing the ability to appeal the establishment of these official plan policies and zoning by-law provisions except where such official plan policies are included in five-year updates of municipal official plans.
- Providing authority for the Minister of Municipal Affairs and Housing to make regulations authorizing the use of, and prescribing standards for, second units.

Further comments relating to secondary suites as provided by M. Cooke are as follows:

- Looking at other municipalities that have enacted amendments to implement Bill 140 and adds there have been appeals in some jurisdictions due to discrimination against students/student housing.
- Draft proposals relating to secondary suites have been prepared for Windsor.
- Secondary suites is a complex issue, i.e. basement flooding and is a local challenge to residents.
- Ideally, want safe, well inspected units.
- As this is closely tied to the lodging house issue, administration is evaluating lodging homes to ensure safe housing conditions. A report will be provided to Council in the near future and perhaps as soon as this summer. The lodging house issue precedes Bill 140.
- Draft policies regarding secondary suites will be vetted to HAC for comment.

J. Binder advises the City of Waterloo will provide \$25,000 to a family to create a secondary suite commencing April 1, 2017.

Mayor McNamara states the County does allow secondary suites in their Official Plan. He notes the Town of Tecumseh is reviewing the maximum number of secondary unit dwellings, the gross floor area, if the secondary suite can be located in an attached garage or accessory building, the safety of residents (flood issues) and because of the aging population, adds this is an opportunity to house family members within family homes.

4.2 Review 2017/2017 Housing Program Delivery

R. Oleynik provides an overview of the Windsor Essex Federal Provincial Housing Program Allocations for 2016 and 2017 document.

R. Oleynik provides the highlights of the Windsor Essex Federal Provincial Housing Program Allocations and Take-Up at December 2016 document as follows:

1. The Rent Sup/Housing Allowance is an 8 year program – 2016 to 2014. (2016 IAHE at \$240,000 per year - Total \$1.92 Million) (Total 2016 SF at \$84,000 per year – Total \$672.5K)
2. 2016 HOP funds originally allocated at \$350K and reduced by a \$15,600 transfer to Ontario Renovates.
3. Ontario Renovates allocation increased by a \$59,000: \$15,600 HOP transfer and \$43400 OREN Revolving Fund transfer.
4. 2016 MR Fire Sprinkler is the second year of a 3 year program. A surplus in 2017 is expected in this program to be re-allocated to other program components.
5. Figures are rounded, net of program administration fee; and subject to re-allocation between program components.
6. Program Years run from April 1 to March 31 each year.

In terms of Survivors of Domestic Violence – Portable Housing Allowance (SDV), K. Goz states this is a two year pilot program and adds some individuals stay with the abusive partner as they are reticent to leave the residence.

Mayor McNamara indicates if programs are not meeting the outcomes, there should be a mechanism to channel funds from one program to another. K. Goz responds that funds from this particular program cannot be re-allocated to other programs per the administrative agreement; if the funding is not utilized, it reverts back to the province.

4.3 Housing First – 10 Year Housing & Homelessness Plan

In terms of the Housing First Program, Windsor Essex Housing Connections (WEHC), K. Goz provides the following comments:

- Homelessness Partnership Strategy enhancement to funding in September 2016 allowed for staffing enhancements of 2.5 Housing Response Works and 1 By-Names Prioritized List Coordinator.
- Currently, 108 persons are on service and over 80 rent supplements/housing allowances are in pay.
- Approximately 30 persons on service are looking for appropriate affordable housing and are currently homeless.
- Some individuals have been warm transferred to other agencies such as the Canadian Mental Health Association.

K. Goz advises the Point in Time report was well received by City Council in January 2017.

K. Goz provides an overview of the By-Names Prioritized List as follows:

- The By-Names Prioritized List was compiled as a result of the Point in Time Count.
- The data and information obtained through this process will be inserted in the list/database (for those households who consented) and households will be prioritized for services based on a number of things such as Vulnerability Index - Service Prioritization Decision Assistance Tool (VI-SPDAT) score; veteran status; family with children; chronic or episodic status; and where they are currently sleeping.
- Identified community partners will come together to discuss the services required for the household and those households that meet eligibility requirements for programs will be taken and triaged into those services and supports most appropriate.
- This method throughout the U.S. and in parts of Canada has been shown to reduce or eliminate chronic homelessness.
- This BNL will assist the City of Windsor in achieving the province's mandate to end chronic homelessness by 2025.

K. Goz advises Housing Services will begin to prepare and compile the information relating to the 2016 Annual Report to the Community on the Housing and Homelessness Plan. A draft report will be sent to HAC for comments. It is anticipated the report will go to the Standing Committee in May 2017. The report is due to be sent to the Ministry of Housing by June 30, 2017.

4.4 Updates from Members

None.

5. DATE OF NEXT MEETING

The next meeting will be held on Monday, April 10, 2017 at 9:00 a.m. at the Town of Tecumseh Town Hall.

6. ADJOURNMENT

There being no further business, the meeting is adjourned at 10:28 o'clock a.m.

CHAIRPERSON

COMMITTEE COORDINATOR



AGENDA
HOUSING ADVISORY COMMITTEE
held Tuesday, February 14, 2017
at 9:00 o'clock a.m.
Board Room, 1266 McDougall

1. **CALL TO ORDER**

2. **DECLARATIONS OF CONFLICT**

3. **MINUTES**

Adoption of the minutes of the meeting held September 27, 2016 – **(attached)**.

4. **BUSINESS ITEMS**

4.1 **Secondary Suites Update**

The Planning Department to provide an update.

4.2 **Review 2016/2017 Housing Program Delivery**

The Housing Services – Report to the Housing Advisory Committee – **attached**.

4.3 **Housing First – 10 Year Housing & Homelessness Plan**

- Take-up and Update
- By-Names Prioritized List

K. Goz to provide a verbal update.

4.4 **Updates from Members**

5. **DATE OF NEXT MEETING**

To be determined.

6. **ADJOURNMENT**