



**City of Kingston
Housing and Homelessness
Advisory Committee
Meeting Number 01-2019
Confirmed Minutes
Thursday February 14, 2019 at 1:00 p.m.
Stationview Room, City Hall**

Committee Members Present

Peter Clarke, Community Leadership Committee; Chair
Councillor Doherty
Councillor Holland
Melodie Ballard
Jacqueline Collier, Kingston Home Builders Association
Robert Rittwage
Frances Smith, Deputy Warden, County of Frontenac
Ted Smith, Community Advisory Board on Homelessness Representative

Regrets

None

Staff Members Present

Sheldon Laidman, Director, Housing & Social Services
Derek Ochej, Committee Clerk

Others Present

Members of the Public were present

Election of Officers

Moved by Ms. Smith
Seconded by Mr. Smith

That Mr. Clarke be elected Chair of the Housing and Homelessness Advisory Committee.

Carried

Moved by Mr. Smith
Seconded by Mr. Rittwage

That Councillor Holland be elected Vice-Chair of the Housing and Homelessness Advisory Committee.

Carried

Meeting to Order

Mr. Clarke called the meeting to order at 1:05 p.m.

Approval of the Agenda

Moved by Ms. Smith
Seconded by Ms. Collier

That the agenda be amended to include a discussion regarding the format and objectives of the Committee for the coming year under Other Business, and as amended, be approved.

Carried

Confirmation of Minutes

Moved by Mr. Rittwage
Seconded by Mr. Smith

That the minutes of the Housing and Homelessness Advisory Committee Meeting Number 03-2018 held on Thursday September 27, 2018, be confirmed.

Carried

Disclosure of Pecuniary Interest

There were none.

Delegations

There were none.

Briefings

There were none.

Business

a) Second Residential Unit Grant – 2019 Program Modification

Mr. Laidman provided the Committee with a summary of the Report.

Ms. Ballard sought clarity regarding the difference between secondary suites and secondary dwellings. Mr. Laidman clarified that a secondary suite is a separate unit within a building and that a secondary dwelling can be an entirely separate building on a property.

Councillor Doherty spoke to the public concern regarding the conversion of single-family homes into rental properties in Portsmouth District, adding that those concerns did not detract from her support for the policy changes.

Ms. Collier stated that the policy change could be viewed as a tool towards easing the housing pressures caused by Kingston's low residential vacancy rate.

Mr. Smith inquired if the timeframes attached to the grants would be impacted by a change in ownership of a property. Mr. Laidman stated that for both streams of the grant program the obligation to maintain the secondary residential unit is on the title and that the new owner would be obligated to abide by the program conditions.

Ms. Collier expressed support for the funding model, stating it could improve uptake of the program as funds can be used to assist with costs related to zoning by-law amendments and other permits.

Councillor Holland asked about the ability for applicants to build a separate residential dwelling on a property under the program. Mr. Laidman stated that separate residential dwellings are allowable under the program, adding that they must comply with zoning regulations.

Ms. Smith sought further details regarding the rationale for the proposed changes to the policy. Mr. Laidman responded that the changes were proposed based on feedback from applicants which indicated a barrier to participating in the program was the owner occupancy requirement.

Ms. Ballard inquired if there were areas of the city where secondary residential units were preferred. Mr. Laidman provided the Committee with information regarding the proposed changes to the City's zoning by-laws regarding secondary residential units.

Mr. Clarke spoke to the challenges of locating secondary residential units in certain areas of Kingston due to utility and infrastructure limitations.

Ms. Smith asked why Frontenac County was not included in the program. Mr. Laidman stated that the program is funded entirely by the City of Kingston and is not funded under the service manager role of the City.

Mr. Clarke discussed the low uptake for the program, stating that changes to make the program more accessible may encourage the creation of properly constructed secondary residential units and curb the creation of illegal units.

Moved by Mr. Smith
Seconded by Mr. Rittwage

That the Housing and Homelessness Advisory Committee recommend to the Arts, Recreation and Community Policies Committee that the revisions to the Second Residential Unit Grant Program, as outlined in Report Number HHC-19-002, to remove the owner occupancy requirement of the Program, be approved.

Carried

b) 5 Year Review of 10-Year Housing and Homelessness Plan Status Update

Mr. Laidman provided the Committee with a summary of the Report.

Councillor Holland spoke to the mandate of the Mayor's Task Force on Housing. She stated that the Committee will be able to examine issues in greater depth than the Task Force. Councillor Holland spoke to support from other levels of government regarding housing issues.

Mr. Clarke provided the Committee with an overview of the development of the 10-Year Housing and Homelessness Plan, stating that the review process will allow the Committee to make any necessary changes or modifications to the plan.

Regarding the Mayor's Task Force on Housing, Mr. Laidman stated that the Task Force would be primarily focused on private development whereas the Committee is focused on issues surrounding affordable housing and homelessness.

Councillor Doherty asked about the role supportive housing would play in the 10-Year Plan. Mr. Laidman stated that supportive housing was identified in the 10-Year Plan, and has been identified as a priority within the next five years of the plan.

Ms. Ballard inquired if there are any objectives or goals regarding the wait times for access to social housing. Mr. Laidman responded that there are no defined objectives

or goals regarding social housing wait times in the 10-Year Plan, adding that the Plan does recognize the issues caused by wait times.

Ms. Collier discussed additional barriers to housing that people face, such as lack of identification. She expressed support for programs that can help people overcome these barriers.

Councillor Doherty asked about the role of the Committee would play with the consultant conducting the review of the 10-Year Plan. Mr. Laidman responded that the consultant would attend a Committee meeting to receive feedback from Committee members on the 10-Year Plan.

Mr. Clarke spoke to the inclusion of the Committee in the public engagement process during the creation of the 10-Year Plan, stating that the Committee worked with service providers and other groups to help inform the recommendations of the Committee.

Mr. Rittwage sought further information regarding the indigenous and accessibility focuses included in the RFP for the consultant. Mr. Laidman stated that companies responding to the RFP will need to include a plan as to how they will address issues surrounding indigenous and accessible housing in their submissions.

c) Home Ownership Program – 2019 Program Modification

Mr. Laidman provided the Committee with a summary of the Report.

Ms. Smith inquired about Frontenac County participation in the program. Mr. Laidman stated that if funds are provided by the province other areas can be integrated into the program.

Councillor Doherty sought further details regarding outreach for the program. Mr. Laidman stated that a strategy is being developed by the City's communications department to promote the program. He added that a challenge is that only a small number of people are eligible to participate in the program.

Ms. Smith asked about the asset restriction for the program. Mr. Laidman stated that participants in the program must have less than \$ 10,000 in assets. He further stated that the goal of the program is to have persons currently living in rental homes purchase homes.

Ms. Collier inquired if there were any restrictions on an applicant creating a secondary residential unit in a home purchased through the program. Mr. Laidman stated that there is no provision regarding the creation of a secondary residential unit, adding that the purchase of multi-unit buildings is not allowable under the program.

Motions

There were none.

Notices of Motion

There were none.

Other Business

Mr. Laidman provided the Committee with an overview of the Housing and Social Services Department and the role of the Committee.

Mr. Clarke inquired about the distinction between policy and operations. Mr. Laidman responded that the Committee's primary role is to provide information and feedback regarding policy, particularly during the initial phases of policy creation.

Councillor Doherty sought further information regarding the review of the 10-Year Housing and Homelessness Plan. Mr. Laidman stated that the 10-Year Plan will require the approval of the Committee, adding that in advance of final approval the Committee will have the opportunity to suggest changes to the Plan.

Ms. Smith asked about the timeframe for the Committee's review of the 10-Year Plan. Mr. Laidman estimated that the completion of the review would take place in August 2019, dependent on the work of the Mayor's Task Force on Housing.

The Committee engaged in a discussion regarding the perceptions of housing and homelessness in Kingston as detailed on social media.

Correspondence

There was none.

Date and time of Next Meeting

The next meeting of the Housing & Homelessness Advisory Committee is scheduled for Thursday, March 21, 2019.

Adjournment

Moved by Ms. Smith

Seconded by Councillor Doherty

That the meeting of the Housing and Homelessness Advisory Committee adjourn at 2:25 p.m.

Carried