



**HOUSING AND HOMELESSNESS  
ADVISORY COMMITTEE  
MEETING NO. 01-2012  
MINUTES  
Thursday, December 8<sup>th</sup>, 2011  
1:00 p.m., Councillors Lounge, City Hall**

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**Present:**

Councillor Jim Neill, Councillor Liz Schell, John McDougall, Councillor, County of Frontenac, Marilyn Birmingham, Barb Butler, Terry Bridges, Peter Clarke, David Jackson, Neal Ritchie, Chris Stafford

**Staff Present:**

Ms. Jannette Amini, Committee Clerk  
Ms. Lee Campbell, Acting Manager, Housing Department  
Ms. Lanie Hurdle, Commissioner, Community Services  
Ms. Mary McIntyre, Housing Programs Administration

**Regrets:**

Jean-Paul Shearer

**THIS IS NOT A VERBATIM REPORT**

**MEETING TO ORDER**

Ms. Amini called the meeting to order at 1:00 p.m.

**ELECTION OF OFFICERS**

**Chair**

Ms. Amini requested nominations for the Chair.

Moved by Councillor Neill

Seconded by Ms. Butler

**THAT** Mr. Dave Jackson be nominated Chair of the Housing and Homelessness Advisory Committee for 2012.

**CARRIED**

Mr. Jackson accepted the nomination.

**Vice-Chair**

Mr. Jackson requested nominations for Vice-Chair.

Moved by Ms. Butler

Seconded by Mr. Bridges

**THAT** Ms. Marilyn Birmingham be nominated Vice-Chair of the Housing and Homelessness Advisory Committee for 2012.

**CARRIED**

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Ms. Birmingham accepted the nomination.

Mr. Jackson was elected Chair of the Housing and Homelessness Advisory Committee and Ms. Birmingham was elected Vice-Chair of the Housing and Homelessness Advisory Committee.

### CONFIRMATION OF AGENDA

Moved by Councillor Schell  
Seconded by Ms. Birmingham

**THAT** the agenda of the Housing and Homelessness Advisory Committee meeting for Thursday, December 8<sup>th</sup>, 2011 be amended to include an update on the Committee Compliment and a discussion on potential future business items and as amended be confirmed.

**CARRIED**

### CONFIRMATION OF MINUTES

Moved by Councillor Neill  
Seconded by Mr. McDougall

**THAT** the Minutes of the Affordable Housing Committee Meeting No. 10-2011 held on Thursday, October 13<sup>th</sup>, 2011 be confirmed.

**CARRIED**

### DISCLOSURE OF PECUNIARY INTEREST

There were none.

### DELEGATIONS

There were none.

### BRIEFINGS

### BUSINESS

#### a) **Overview of Housing and Homelessness Advisory Committee Mandate**

Ms. Campbell provided a PowerPoint presentation on Social Housing and the Registry to provide members of the Committee with a brief history of Social Housing in Kingston.

Councillor Neill noted the rent supplement units all contain a sunset clause and fears many of these units will revert back to market rent given the low vacancy rate in Kingston. Ms. McIntyre noted the City recently re-signed a 10 year agreement with Homestead Land Holdings and they will be maintaining their rent

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supplement units. She did confirm it is difficult to entice other landlords. Ms. Hurdle noted this is why the City is having discussions with other landlords to take this on.

Mr. McDougall asked how reliable the Housing Registry is. Ms. Campbell suspects many people do not apply to the Housing Registry given the long wait list; however the numbers on the wait list have been consistent over the past 10 years in all categories. Mr. Jackson also noted these numbers are the number of households and not the number of people on the centralized wait list.

Ms. Hurdle provided a PowerPoint presentation on Housing Programs and the Municipal Housing Strategy

Mr. Stafford asked if what has been done over the past 11 years has made a difference in the vacancy rate. Ms. Hurdle stated not really. She noted there is a need for additional housing and that is why representatives from the Home Builders Association were brought to the table.

Ms. Birmingham noted one issue is the high student population which continually increases and places a strain on the vacancy rates. Mr. Jackson added that many landlords are looking for a set amount of rental income which can be better realized by taking a single family home and renting out individual rooms to students rather than renting to a single family. As such, rentable single family homes are declining.

Ms. Hurdle noted the City recently established a Housing Department and Mr. Sheldon Laidman has been hired as the Director. One thing he will be focusing on is secondary suites as well as possible incentives for new developments such as reductions in amenity space or parking requirements in exchange for some affordable suites.

### b) **Home Ownership Program Policy**

Moved by Mr. Clarke  
Seconded by Mr. Ritchie

**THAT** Council endorse the proposed Home Ownership Program Policy which sets out the guidelines for the municipally funded home ownership program subject to the following amendments:

**THAT** Section 6.4 of the draft Home Ownership Program Policy be amended to include pre-qualification and approval of condominiums and cooperative homes; and

**THAT** the language of Section 6.5 of the draft Home Ownership Program Policy be amended to clarify that only single residential unit homes may be purchased; and

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**THAT** Council authorize the Mayor and Clerk to execute all loan agreements under this program, in a form satisfactory to the Legal Services Department.

### CARRIED AS AMENDED

Ms. Hurdle provided an overview of the report.

Councillor Neill asked if this will help to get people off of the waiting list. Ms. McIntyre stated it will get people out of social housing and create vacancies there. This is geared towards those in the middle to low income bracket and house purchases will need to be below a certain value.

Ms. Birmingham asked how many people purchased homes last year. Ms. McIntyre was not certain; however believes in the first round about 12 people who were in social housing purchased homes.

Mr. Clarke asked if staff have done any research in terms of the \$73,500 maximum household income limit set by the Ministry given that the Provincial average may not always work in Kingston due to high rents. Ms. McIntyre noted the average household income of those who purchased homes through the two previous home ownership programs was just over \$50,000.

Councillor Neill asked if people would be able to apply to both the City and to Options for Homes if purchasing an Options for Homes condominium. Ms. Hurdle noted staff would need to see the property being purchased prior to providing any funds and if the home being purchased was an Options for Homes property, staff would pick this up.

Mr. Jackson felt the policy should allow for condominiums and cooperative homes and that it should provide staff with the authority to review and qualify applicants. He noted that section 6.4 allows stacked homes; however section 6.5 does not allow for a duplex and asked if these are not the same thing. Ms. McIntyre noted section 6.5 would allow for the purchase of a semi-detached; however it would not allow for the purchase of a multi-residential unit.

Moved by: Mr. Clarke  
Seconded by Mr. Ritchie

**THAT** Section 6.4 of the draft Home Ownership Program Policy be clarified to include pre-qualification and approval of condominiums and cooperative homes; and

**THAT** the language of section 6.5 of the draft Home Ownership Program Policy be amended to clarify that only single residential unit homes may be purchased.

**CARRIED**

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c) **Assignment of Housing Provider Net Operating Surplus Repayable to Service Manager**

Moved by Councillor Neill  
Seconded by Councillor Schell

**THAT** By-Law 2003-88, being a By-Law to Authorize the Establishment of a Social Housing Capital Reserve Fund (Purpose – Create a Sustainable Source of Funding For Capital Projects For Local Not-For-Profit Housing Providers) be amended to reflect the following:

**THAT** Council approves the allocation of social housing providers' identified net surplus repayable funds to the Social Housing Capital Reserve Fund, and

**THAT** Council endorses expanded access to the Social Housing Capital Reserve Fund to include the installation of Renewable Energy Systems, and

**THAT** when and as deemed necessary and appropriate, housing providers which, due to size, economies of scale and varying ability to repay loans, may be approved to receive a forgivable loan rather than a repayable loan from the Social Housing Capital Reserve Fund.

**CARRIED**

Ms. Butler asked if any criteria have been established with respect to forgivable loans. Ms. Campbell noted this is a new component to the Reserve Fund and anyone accessing the Fund would need to provide a budget to staff which outlines their ability to pay back the loan. A review would be done each year and staff would identify any issues with poor budgeting.

Ms. Birmingham asked how an applicant's reserve funds would impact their ability to receive a loan. Ms. Campbell noted this program is for capital only and would be for unanticipated expenses only. There are no specific criteria and staff would look at this on a case by case basis.

Mr. Clarke feels there needs to be some type of framework before the first case. If there is a framework set up then there is somewhere to start. Ms. Hurdle noted the criteria would focus more on financial information. It would also make it easier for service providers to know if they qualify for a forgivable loan.

Mr. Jackson asked if energy retrofits are included. Ms. Hurdle stated this is a change in policy that resulted from discussions with local housing providers and energy retrofits could come out of this fund in order to achieve additional savings.

The Committee felt that criteria needed to be established on how these funds are given out.

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### OTHER BUSINESS

#### i. **Committee compliment**

Councillor Neill asked if it is staff's intention to fill the position left vacant due to a resignation on the Committee. Ms. Amini noted advertisements for the vacancy will be made in January and suspects an appointment will be made in late January early February. She will advise former members of the advertisement once it is made.

#### ii. **Future meetings**

The following items were listed as potential items of discussion for future meetings:

1. Potential visits to other municipalities;
2. Looking at new social enterprises that focus on housing and social finance;
3. Forms of research that find additional funding;
4. Setting up a fund with the Kingston Community Foundation for legacy giving for affordable housing;
5. Invite representatives from Queen's University, CFB Kingston and St. Lawrence College for open discussions.

It was noted there is a Social Enterprise seminar next Wednesday at Queen's University.

### CORRESPONDENCE

There was none.

### DATE OF NEXT MEETING

The next meeting of the Housing and Homelessness Advisory Committee is scheduled to be held on Thursday, January 12<sup>th</sup>, 2012 at 1:00 p.m. in the Councillors Lounge.

### ADJOURNMENT

Moved by Councillor Neill  
Seconded by Councillor Schell

**THAT** the meeting of the Housing and Homelessness Advisory Committee adjourn at 2:46 p.m.

**CARRIED**

