

PLANNING, PUBLIC WORKS AND TRANSPORTATION COMMITTEE AGENDA

Meeting #: PPT-11-2018
Date: Tuesday, December 11, 2018, 4:00 p.m.
Location: Halton Hills Town Hall, Council Chambers
1 Halton Hills Drive
Members: Mayor R. Bonnette (Ex-Officio), Councillor C. Somerville (Chair),
Councillor J. Fogal, Councillor M. Albano, Councillor B. Lewis,
Councillor M. Johnson, Councillor B. Inglis

Pages

1. CALL TO ORDER
 - a. ELECTION OF VICE CHAIR
2. DISCLOSURE OF PECUNIARY INTEREST
3. COMMITTEE DELEGATIONS/PRESENTATIONS
4. REPORTS & MEMORANDUMS FROM OFFICIALS

Vet Reports to be considered by the Community and Corporate Affairs Committee

Reports will be automatically held when there is a presentation or delegation on the matter.

- a. REPORT NO. PLS-2018-0080 3
PLANNING AND SUSTAINABILITY REPORT NO. PLS-2018-0080 dated November 14, 2018 regarding Staff Sustainability Team Terms of Reference Update.
- b. REPORT NO. PLS-2018-0081 12
PLANNING AND SUSTAINABILITY REPORT NO. PLS-2018-0081 dated November 12, 2018 regarding Staff Sustainability Team 2018 Accomplishments and 2019 Priorities.

- c. REPORT NO. PLS-2018-0082 22

PLANNING AND SUSTAINABILITY REPORT NO. PLS-2018-0082 dated November 28, 2018 regarding Halton Region's 2017 State of Housing Report.

- d. MEMORANDUM NO. CORPSERV-2018-0004 51

CORPORATE SERVICES MEMORANDUM NO. CORPSERV-2018-0004 dated November 12, 2018 regarding 2019 Rates and Fees.

5. **CLOSED SESSION**

Committee to Convene into Closed Session if necessary.

6. **RECONVENE INTO OPEN SESSION**

Motion to approve items pertaining to Closed Session.

7. **ADJOURNMENT**

REPORT

REPORT TO: Chair and Members of the Planning, Public Works & Transportation Committee

REPORT FROM: Jennifer Spence, Sustainability Engagement Coordinator

DATE: November 14, 2018

REPORT NO.: PLS-2018-0080

RE: Staff Sustainability Team Terms of Reference Update

RECOMMENDATION:

THAT Report No. PLS-2018-0080, dated November 14, 2018, regarding the updated draft Terms of Reference for the Staff Sustainability Team be received;

AND FURTHER THAT the updated draft Terms of Reference for the Staff Sustainability Team, attached as Appendix '1' to this report be approved;

AND FURTHER THAT the annual costs associated with operating the Staff Sustainability Team, in the amount of \$2,500, continue to be funded through the Office of Sustainability budget.

BACKGROUND:

The purpose of this report is to provide the Planning, Public Works & Transportation Committee an overview of the updated draft Staff Sustainability Team Terms of Reference.

The internal Staff Sustainability Team was established in 2009 as a recommendation from the Green Plan that was developed in 2007. To this day, the Staff Sustainability Team (SST) is comprised of dedicated Town employees who represent all four pillars of sustainability: cultural vibrancy, economic prosperity, environmental health and social well-being. The members of the SST represent the following corporate service areas:

- Administration
- Planning & Sustainability
- Recreation and Parks
- Corporate Services
- Infrastructure Services
- Fire Protection and Prevention Services
- Library Services
- Halton Hills Hydro

In 2009, the Staff Sustainability Team was established to:

- Create a corporate culture of sustainability, whereby sustainability becomes seamlessly integrated into all Town decisions and is reflected in Council's priorities; and
- Educate Town staff about sustainability and that it is a priority of Council and senior management.

COMMENTS:

Over the past nine years the SST has successfully contributed and improved sustainability practices throughout the corporation of the Town of Halton Hills. The SST has enhanced sustainability in the corporation through new policies, plans and strategies, engagement opportunities, educational awareness campaigns and practices.

The original SST Terms of Reference was developed in 2009 and have served to guide the actions of the SST since then. It is attached as Appendix 2 to this report.

In the fall of 2018, a sub-working group of the SST was formed to review the Terms of Reference in recognition of the SST's ten year anniversary in 2019. The working group recommended changes which were then reviewed and endorsed by the Staff Sustainability Team.

Below are highlights of the contents of the updated draft Terms of Reference for the SST. The complete draft Terms of Reference are attached as Appendix '1' to this report. The draft Terms of Reference state that the Staff Sustainability Team will:

- a) Determine and facilitate the implementation of sustainability initiatives outlined in Town plans and strategies, focusing on improving the Town's internal operations.
- b) Implement the Corporate Sustainability Audit and Action Plan.
- c) Review, coordinate and provide input into departmental operations, practices and procedures in order to ensure that they align with the Town's sustainability objectives.
- d) Develop, promote, and educate staff on sustainability in order to allow staff to contribute in a meaningful way, feel empowered and to participate in the Town's sustainability journey.
- e) Demonstrate leadership and act as the first point of contact for sustainability-related matters within each member's respective department, with the Office of Sustainability providing the corporate coordinating function.

- f) Work with other corporate committees to enhance initiatives to be sustainable and avoid duplication of efforts.
- g) Share relevant information relating to sustainability to all Town staff and Council.
- h) Provide sustainability advice and expertise for sustainability related studies.
- i) Provide a peer-review function to screen suggestions for initiatives outside the scope of the Office of Sustainability's work plan or the work plans of other Town departments.
- j) Bolster sustainability initiatives within the Corporation through ongoing communications between Town departments.
- k) Identify and evaluate external funding sources and potentially eligible projects. Draft and submit the required funding applications.
- l) Prepare an annual Staff Sustainability Team report for Council on the activities of the past year and the proposed workplan for the upcoming year.
- m) Additional roles and functions as may be required, as directed by Council.

RELATIONSHIP TO STRATEGIC PLAN:

Sustainability is a priority of Council's strategic plan. The continuance of the SST will assist the Town in the delivery of its sustainability initiatives and enhance sustainability throughout the corporation.

FINANCIAL IMPACT:

The annual budget of the SST over the past ten years has been \$1,000.00 per year. The SST projects typically cost more than the budgeted amount however the Office of Sustainability have contributed the extra funds to fulfill its yearly workplan. Starting in 2019, the SST would like \$2,500 to be budgeted for the Team's sustainability initiatives.

CONSULTATION:

This report was prepared in consultation with the Staff Sustainability Team which includes employees from all Town departments.

PUBLIC ENGAGEMENT:

There is no direct public engagement associated with this report.

SUSTAINABILITY IMPLICATIONS:

The Town is committed to implementing our Community Sustainability Strategy, Imagine Halton Hills. Doing so will lead to a higher quality of life.

The recommendation outlined in this report advances the Strategy's implementation.

This report supports all four pillars of sustainability: cultural vibrancy, environmental health, economic prosperity and social well-being. In summary the alignment of this report with the Community Sustainability Strategy is excellent.

COMMUNICATIONS:

There is no direct communications impact associated with this report.

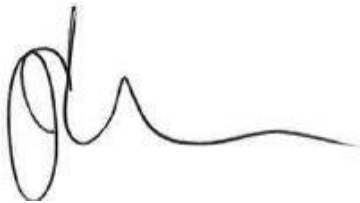
CONCLUSION:

The Staff Sustainability Team remains an effective tool to embed sustainability in the corporation and educate Town employees. Cross-representations of employees from all of the Town's departments are crucial to the success of the Team. This report including Appendix 1 and Appendix 2 provide Planning, Public Works & Transportation Committee with an overview of the updated draft Terms of Reference for the Staff Sustainability Team and the original Terms of Reference that was approved in June 2009.

Reviewed and Approved by,

A handwritten signature in black ink, appearing to read 'Gabriel Clarke', written in a cursive style.

Gabriel Clarke, Manager of Sustainability and Climate Change

A handwritten signature in black ink, appearing to read 'John Linhardt', written in a cursive style.

John Linhardt, Commissioner of Planning and Sustainability

A handwritten signature in black ink, appearing to read 'Brent Marshall', written in a cursive style.

Brent Marshall, CAO

**Appendix 1
Town of Halton Hills
Staff Sustainability Team
Terms of Reference
Updated November 14, 2018**

1.0 Overview:

1.1 Background

The Staff Sustainability Team (SST) was established in 2009 based on a recommendation of the Green Plan. The SST has advanced the corporation on its sustainability journey. Through a collaborative effort the SST has ensured all departments are travelling on a corporate-wide sustainable journey by ensuring representation from all departments within the corporation.

The SST has successfully contributed and improved sustainability practices throughout the corporation of the Town of Halton Hills. Employees have a better awareness of sustainability initiatives that the SST has undertaken through new policies, engagement opportunities, educational awareness and practices.

The Office of Sustainability leads the SST by supporting Council's Strategic Plan to successfully implement various municipal initiatives including:

- Adding a sustainability section to the Council Report template;
- Increasing awareness and educating Town staff on the importance of growing local food, through the Town Hall Demonstration Garden;
- Developing and implementing the Green Development Standards to improve sustainability in new buildings;
- Organizing and hosting many educational lunch and learns on relevant topics covering environmental health, cultural vibrancy, economic prosperity and social well-being;
- Developing a Sustainability Week where employees are encouraged to participate in sustainable events; and
- Building and fostering relationships with Town employees and stakeholders
- Acting as a stakeholder group and contributing to plans, policies and strategies

2.0 Guiding Principles

2.1 Mission Statement

The mission statement of the Staff Sustainability Team is: through leadership, collaboration and partnership the SST will integrate sustainability principles, policies and practices into the Town's corporate decision-making and internal operations.

2.2 Mandate

The mandate of the Staff Sustainability Team is to foster a corporate wide culture of sustainability by collaborating, planning, implementing and monitoring Town sustainability initiatives. The Team chooses actions which focus on relevant and timely needs of the Corporation.

Key aspects of the Staff Sustainability Team's mandate are:

- a) To educate and improve Town staff awareness of sustainability-related matters through sustainable practices, policies and engagement.
- b) To further advance the corporation's culture of sustainability where it becomes efficiently integrated into all corporate decisions.
- c) To continue to advance the integration of the Strategic Plan, and the Community Sustainability Strategy pillars of environmental, economic, social and cultural considerations into all Town decisions, policies and implementation of initiatives. These initiatives are guided by the PAREE principle: practical, affordable, reasonable, enforceable and educational.
- d) To continue to embed sustainability as a corporate priority, with the leadership of Council and senior management, and with ongoing commitment from all Town staff.

2.3 Role and Function

The Staff Sustainability Team will:

- a) Determine and facilitate the implementation of sustainability initiatives outlined in Town plans and strategies, focusing on improving the Town's internal operations.
- b) Implement the Corporate Sustainability Audit and Action Plan.

- c) Review, coordinate and provide input into departmental operations, practices and procedures in order to ensure that they align with the Town's sustainability objectives.
- d) Develop, promote, and educate staff on sustainability in order to allow staff to contribute in a meaningful way, feel empowered and to participate in the Town's sustainability journey.
- e) Demonstrate leadership and act as the first point of contact for sustainability-related matters within each member's respective department, with the Office of Sustainability providing the corporate coordinating function.
- f) Work with other corporate committees to enhance initiatives to be sustainable and avoid duplication of efforts.
- g) Share relevant information relating to sustainability to all Town staff and Council.
- h) Provide sustainability advice and expertise for sustainability related studies.
- i) Provide a peer-review function to screen suggestions for initiatives outside the scope of the Office of Sustainability's work plan or the work plans of other Town departments.
- j) Bolster sustainability initiatives within the Corporation through ongoing communications between Town departments.
- k) Identify and evaluate external funding sources and potentially eligible projects. Draft and submit the required funding applications.
- l) Prepare an annual Staff Sustainability Team report for Council on the successes in the past year and the proposed workplan for the upcoming year.
- m) Additional roles and functions as may be required, as directed by Council.

3.0 Membership and Reporting Structure

The SST will facilitate a corporate culture of sustainability; the membership of the Staff Sustainability Team will have cross-departmental representation.

3.1 Membership

The SST consists of Town employees from a cross- departmental representation with a genuine interest and enthusiasm in sustainability and an ability to work in a team environment with the approval of their supervisor.

Membership is a one year commitment with the opportunity to continue at the member's or their supervisor's discretion. Vacant seats will be filled as required.

The membership of the SST will consist of a maximum of fifteen (15) members with additional members recruited as needed.

3.2 Reporting Structure

The SST will report to the Commissioner of Planning & Sustainability, and subsequently to Council through staff reports.

4.0 Staff Sustainability Team Working Groups and Meetings

4.1 Working Groups

In order to implement tasks and work efficiently, The SST will form working groups where SST members choose to participate on and can focus on tasks.

Working groups are created annually and each working group has an elected leader who ensures progress of the tasks and reports to the SST at meetings.

4.2 Meetings

SST members will be expected to attend meetings as required. Each meeting is anticipated to last one hour.

The Office of Sustainability will provide an agenda for each meeting. Members are strongly encouraged to collaborate in preparing agendas by suggesting topics.

In the event of an extended absence of a member, an appropriate alternate from the respective department is expected to attend.

The Sustainability Engagement Coordinator will chair the monthly meetings, reporting to the Manager of Sustainability and Climate Change.

Administrative support is provided by the Office of Sustainability. However, Meeting Summary Notes will be a shared task amongst the members and final copies will be forwarded to the Office of Sustainability for distribution to SST.

Attendance at meetings and associated work will be considered as time of regular work for which Staff Sustainability Team members will be paid at the appropriate rate of pay.

The SST will follow the Green Meeting and Event Policy developed for corporate meetings.

Team decisions will not be made without a quorum. A quorum means the majority of members (50%) plus one.

5.0 Recognition and Accountability

To help foster a corporate culture of sustainability, job descriptions and employment development plans (i.e. Goals and Plans for Success) of all SST members will incorporate sustainability objectives and their additional responsibilities as per these Terms of Reference.

The work of the SST will be incorporated into each of the member's workplan. Members will add to their workplan "Be a member of the Staff sustainability Team, champion and support sustainability principles and help implement sustainability initiatives".

The SST will not make any personal use of privileged and/or confidential information. Members shall not use or release any documents and/or information in any form that may prejudice the Town, cause damage to the Town, be used against the Town and/or be detrimental to the Town's reputation.

6.0 Budget

A separate budget will be set for the Staff Sustainability Team to cover expenses associated with the work plans. The annual budget will be set at \$2,500.

Additional one-time funding requests for specific sustainability project(s) may be made, but will be subject to a staff report and Council's review on an individual basis.

7.0 Amendments

The Staff Sustainability Terms of Reference may be amended at any time and submitted for approval to the Commissioner of Planning & Sustainability, as deemed necessary by the Staff Sustainability Team in order to ensure the Team's continued effectiveness. Major amendments will be subject to Council approval.

REPORT

REPORT TO: Chair and Members of the Planning, Public Works and Transportation Committee

REPORT FROM: Jennifer Spence, Sustainability Engagement Coordinator

DATE: November 14, 2018

REPORT NO.: PLS-2018-0081

RE: Staff Sustainability Team 2018 Accomplishments and 2019 Priorities

RECOMMENDATION:

THAT Report No. PLS-2018-0081 dated November 12, 2018 regarding the Staff Sustainability Team 2018 Accomplishments and 2019 Priorities be received for information.

BACKGROUND:

The purpose of this report is to provide the Planning, Public Works & Transportation Committee an update of the Staff Sustainability Team 2018 accomplishments and their priorities for 2019.

The Committee is comprised of dedicated staff from across the corporation who bring their interest, strength and experience to this committee to make the Committee an effective tool for enhancing sustainability in the corporation and educating staff on sustainability.

Sustainability is a key Council priority. It is identified as such in the Town's Strategic Action Plan. The Staff Sustainability Team is guided by the following statement in terms of what it aims to accomplish:

"Through collaboration, engagement, leadership and the leveraging of existing initiatives, the Staff Sustainability Team is committed to delivering on Council's and staff priorities. We will accomplish this by coordinating and taking strategic value-added actions that demonstrate corporate sustainability leadership, support continuous improvement, avoid and mitigate risks, and improve our quality of life through a focus on our economic, cultural, environmental and social well-being".

The Staff Sustainability Team contributes to the Corporation by:

- Delivering on Strategic Plan priorities.
- Creating an innovative, vibrant and great workplace.
- Supporting employee satisfaction and engagement.
- Achieving efficiencies in energy, water and waste diversion.
- Avoiding risks (e.g. energy costs, legislation and climate change).
- Supporting corporate leadership and reputation.
- Supporting effective governance and decision-making.
- Contributing to creating a complete, efficient and vibrant community.
- Encouraging lasting behaviour change.
- Fostering partnerships with other Town committees.

Overall, the work of the Staff Sustainability Team contributes to supporting a great workplace while implementing Council's priorities as stated in Council's Strategic Action Plan.

COMMENTS:

The Staff Sustainability Team has accomplished many initiatives during 2018 that has contributed to the success of the Committee over the past nine years. Some projects are a continuance from one year to the next and some are one day events. Examples of the Team's various initiatives that have been implemented since 2009 include:

- Two successful vegetable gardens
- Developed the Green Development Standards for new construction to improve water and energy conservation
- Improved waste diversion at Town facilities
- Organized educational workshops and Lunch and Learns for Town staff
- Organized an annual week of events and activities highlighting the four pillars of sustainability
- Acted as a stakeholder group for draft plans, policies and strategies
- Completed short and long-term projects to leverage sustainability throughout the corporation.

1.0 2018 Accomplishments

In 2018, the Staff Sustainability Team accomplished a variety of initiatives that have enhanced the corporation and the engagement of staff. Below are key 2018 accomplishments listed alphabetically:

1.1 Bike Share Program:

The Bike Share program continued to be available at Town Hall during the summer of 2018 as part of the Town's award-winning Smart Commute program. For the sixth

summer, bicycles have been available to borrow for work-related trips and/or for personal recreation during lunch hour. A new fold-up bicycle was added to the Bike Share program fleet in the spring of 2018. This bicycle did not increase the number of times bicycles were borrowed however many staff were interested in it and test drove the bicycle on Town property. The other bicycles in the fleet are better suited for long bike rides on the trails and streets.

The Bike Share program has 21 participants and three bicycles. Participants have to sign a waiver and complete a multiple choice bicycle riding test before they borrow a bicycle. The Program encourages employees to try an alternate low carbon mode of transportation which supports active healthy living.

1.3 Earth Week Celebrations (22- Minute Makeover):

Earth Day has been celebrated globally since 1970. The Town of Halton Hills celebrates Earth Day by hosting its annual 'Earth Week Celebrations'. One of the activities during Earth Week Celebrations is the 22-Minute Makeover. The Staff Sustainability Team planned, promoted and participated in the 22-Minute Makeover. In 2018, approximately 100 Town employees participated in this event on Monday April 23rd for 22 minutes and picked up waste along streets, town trails and forested areas in the community. The Staff Sustainability Team hosted the annual 22 - Minute Makeover Thank You Event after the clean-up was completed. Participants celebrated by eating ice cream and they were given a complimentary package of wildflower seeds (to grow to feed the bees). There were draws of spring flower arrangements to thank staff for their participation in this successful event.

1.4 Halton Fresh Food Box Program:

Town employees have participated in the Halton Fresh Food Box program for eight years. This program has provided Town staff with the option to purchase locally grown fruits and vegetables from our local growers and continues to promote healthy food choices. As of October, approximately 1,060 kilograms (2,336 pounds) of produce were purchased by Town staff in 2018.

Over the past eight years approximately 16,691 kilograms (27,979 pounds) of produce have been purchased by Town staff. Several Town employees have also regularly donated Halton Fresh Food boxes to the Georgetown Bread Basket and the Acton Foodshare program throughout the year.

1.5 Lunch and Learn Sessions:

The Staff Sustainability Team provided educational opportunities for Town staff on sustainability initiatives by hosting three Lunch and Learn Sessions in 2018. These sessions supported sustainability, continuous education and an improved workplace that resulted in more engaged staff.

The first Lunch and Learn of 2018 focused on pollination and consisted of two parts over lunch hour on separate days. The “More Than Honey” documentary was shown. The documentary highlighted the role bees play in pollinating vegetation and crops for human consumption. The movie portrayed how a severe drop in bee population will have a catastrophic effect on world food supply and ecosystems. Additional information and resources on bees and their roles on the food chain were available at this Lunch and Learn session. Examples include: packages of wildflowers were handed out for participants to plant, honey sticks were available to take and Town staff created a pamphlet with links to Halton Hills Public Library videos, books and other websites with more information about bees. A wild bee house was drawn at the end of the second part of the Lunch and Learn as a door prize.

The second Lunch and Learn topic was “Homesteading” which was held during the Sustainability BBQ at the Town Hall Demonstration Garden during Sustainability Week. Owners of Spring Chicken Family Health presented on the “Top Ten Ways to Foster Sustainability in Daily Life”:

- Build Community;
- Learn Your Medicines;
- Compost/Vermipost;
- Eat Your Weeds;
- Grow Your Own Food;
- Water Harvest;
- Pollinator Support;
- Cut Out Plastics; and
- Eat Local Year Round.

This fascinating lecture was presented at each lunch session for staff. Wildflower seeds were available to participants by the presenters.

The third session is at the end of November where Town staff will have the opportunity to make a ‘bee’ craft to remind them of the importance of bees to the food supply chain. This Lunch and Learn is in Acton and does not include lunch. However craft supplies to make a bee are covered by the Staff Sustainability Team budget.

1.6 Smart Commute Program:

For the first time since the Town of Halton Hills joined Smart Commute in 2010, the Town reached the Platinum Level Workplace Designation in 2018. Metrolinx and Smart Commute awarded the Town for its outstanding commitment to sustainable transportation options for commuters. Town employees participated in the Smart Commute Program throughout the year especially during their special events. Smart Commute staff supported the Noon Hour Bike Ride Town event on Bike to Work Day. Halton Smart Commute staff attended the event and brought free t-shirts and freebies for all participants.

The Staff Sustainability Team promoted and participated in the seventh annual “Noon Hour Bike Ride” that occurred on Bike to Work Day (Monday May 29th). Approximately 25 Town employees and members of the public participated in this event. Cyclists participated in a group ride along trails, quiet streets and stopped at the Georgetown Fairgrounds to eat their lunch and have a rest stop.

1.7 Sustainability Week:

Staff engagement and education are key objectives of the Staff Sustainability Team. The Team celebrated its third annual ‘Sustainability Week’ from June 11 to 15, 2018 with events and activities that focused on the four pillars of sustainability: cultural vibrancy, economic prosperity, environmental health, and social wellbeing. To view the Sustainability Week poster please see Appendix 1 at the back of this report.

1.8 Town Hall Demonstration Garden:

The Town Hall Garden continued to generate conversations and collaboration amongst Town staff during 2018. Town employees have donated seeds, plants and their time to the Garden. The automated irrigation system was installed in 2017 and has allowed for efficient watering of the Garden in the morning when it is cooler outside and helps to prevent water evaporation.

An additional garden plot at the Devereaux House Garden was rented to grow food for local food banks. This plot has a full sun exposure and is excellent for growing vegetables such as zucchini and tomatoes.

Overall, both gardens grew a total of 20 kilograms of the following: lettuce, kale, herbs, beans, green peppers, potatoes, squash, melon, tomatoes and zucchini. Vegetables were delivered weekly from July to the end of September to the Georgetown Bread Basket and Acton Foodshare.

On Thursday August 9, 2018, the New Tanner published an article written by Vivien Fleisher about the Demonstration Garden and the good work of the Staff Sustainability Team who maintain it. The article is attached as Appendix 2 at the back of this report.

1.9 Waste Diversion

In 2013, the Staff Sustainability Team implemented a ‘Moving Towards Zero Waste’ initiative at the Town Hall. Employees were educated on the benefits of a centralized waste system. Waste diversion was improved by placing centralized waste receptacles (green cart, recycling and a regular waste receptacle) in each department. Regular waste receptacles from individual work stations and offices were removed. A waste audit was conducted shortly after the initiative began to determine if staff participated, understood the benefits and diverted waste properly. Collectively, staff confirmed their

understanding of the initiative, and improved their waste diversion by reducing regular waste to one bag every three days from three bags of waste per day.

In 2015, the Green Cart program was implemented at the Halton Hills Public Library locations in Acton and Georgetown in the 'staff only' areas.

In 2018, the Staff Sustainability Team focused on improving waste diversion at the new Robert C. Austin Operation's Centre (Op's Centre). Waste management practices in the Op's Centre were reviewed and the Staff Sustainability Team provided recommendations to improve it. Those recommendations were included in a waste diversion workplan and a communication plan was developed with the support of Corporate Communications to guide the implementation of the enhanced waste diversion pilot program at the Op's Centre in November 2018.

2019 Priorities:

The Staff Sustainability Team held a meeting in November 2018 to explore priorities for 2019. Four questions guided the process:

- What are the key desired outcomes?
- What do we want to achieve in 2019?
- What difference do we want to make in our workplace?
- What difference do we want to make in our community?

After considering a number of possible projects and recognizing the commitments from 2018, the Staff Sustainability Team plans to advance the following key projects in 2019 which are listed alphabetically below:

2.1 Bike Share Program:

In 2019, the Bike Share program will continue to be promoted to Town employees. A survey will be conducted to determine if another Town facility is interested in hosting the Bike Share program during the summer of 2019. The Program promotes active transportation, health and wellness, reduction in greenhouse gas emissions, and saves transportation costs.

2.2 Climate Change Adaptation Plan:

The development of the Climate Change Adaptation Plan is underway and being led by the Office of Sustainability. The Staff Sustainability Team will be a stakeholder group and will be involved when required.

2.3 Corporate Energy Plan:

The Corporate Energy Plan is also scheduled to be updated in 2019 and the SST will act as a key stakeholder group during the update.

In 2019, the SST will assist with the last implementation phase of the 2014 Corporate Energy Plan where required and will contribute to the development of the new corporate energy plan in 2019.

2.4 Earth Week Celebrations (22- Minute Makeover):

On Monday April 22nd 2019, The Staff Sustainability Team will once again host the celebration after the 22-Minute Makeover for Town employees to thank them for taking 22 minutes out of their day to help clean the community.

2.5 Green Development Leadership Awards:

Nominations for the Green Development Leadership Awards are typically accepted until the end of June. The submission date for 2019 is Monday June 24. The Awards recognizes the development industry leaders who are making a valuable contribution to the sustainability of Halton Hills. The Staff Sustainability Team will assist with the promotion of the Awards and the initial review of submissions received.

2.6 Halton Fresh Food Box:

The Halton Fresh Food Box program will continue to provide an opportunity for Town staff to access mostly locally grown fresh produce in 2019. This initiative supports local growers, healthy eating and overall wellbeing.

2.7 Lunch and Learn Education Sessions:

The Staff Sustainability Team will continue to bring valuable, informative and engaging Lunch and Learn education sessions for Town staff. Three sessions are being planned for 2019. The working group will be meeting shortly to discuss ideas.

2.8 Smart Commute Program:

Implementation of the Smart Commute Program is led by Smart Commute Halton. The Staff Sustainability Team assists with the promotion of Smart Commute events to encourage employees in all Town facilities to participate. There are typically three main events per year:

- Carpool Week (Feb);
- Bike to Work Day (May); and
- Smart Commute Week (September).

We plan to host our eighth annual “Noon Hour Bike Ride” on the globally recognized “Bike to Work Day” on May 27, 2019. This event is open to Town staff and the public to enjoy a bike ride along Town trails and quiet streets that lead to the Georgetown Fairgrounds. This event promotes social wellbeing, cultural vibrancy and discovery of the trail system through the historical area of downtown Georgetown.

2.9 Sustainability Week:

Building on the successful 2018 Sustainability Week, the 2019 Sustainability Week will be fun, educational and interactive. Planning of activities will begin in 2019. One of the events will include the annual Sustainability BBQ and Fair. Additional sustainability events will be planned for Sustainability Week in June.

2.10 Town Hall Demonstration Garden:

The Town Hall Demonstration Garden is in its eighth year of existence at Town Hall and the additional garden plot at the Devereaux House is in its fifth year. The Garden continues to create gardening conversations and camaraderie amongst staff while contributing to fresh food available for those in need that use local food banks.

2.11 Waste Management:

In 2019, the Staff Sustainability Team will continue with employee engagement and education to minimize waste and increase waste diversion into the three streams of waste: recycling, organic and regular. The Staff Sustainability Team will continue focusing on improving waste diversion at the Robert C. Austin Operations Centre and plans to conduct a waste audit during Earth Week Celebrations in April 2019. Another focus will be minimizing waste at Town events to lessen our impact on the environment.

RELATIONSHIP TO STRATEGIC PLAN:

Sustainability is one of eight Council priorities identified in the Town’s Strategic Action Plan, and repeatedly referenced throughout the Strategic Plan’s strategic directions, strategic objectives and strategic actions. The work of the Staff Sustainability continues to leverage and advance these Council objectives.

FINANCIAL IMPACT:

There are no financial impacts associated with this report.

CONSULTATION:

The 2018 Staff Sustainability Team accomplishments and 2019 priorities were determined in collaboration with the Staff Sustainability Team and other departments as needed.

PUBLIC ENGAGEMENT:

The work of the Staff Sustainability Team will be promoted within the community where relevant.

SUSTAINABILITY IMPLICATIONS:

The Town is committed to implementing our Community Sustainability Strategy, Imagine Halton Hills. Doing so will lead to a higher quality of life.

The recommendation outlined in this report advances the Strategy's implementation.

This report supports all four pillars of sustainability: cultural vibrancy, economic prosperity, environmental health, and social well-being. In summary the alignment of this report with the Community Sustainability Strategy is excellent.

COMMUNICATIONS:

The work of the Staff Sustainability Team will be promoted where relevant in the corporation.

CONCLUSION:

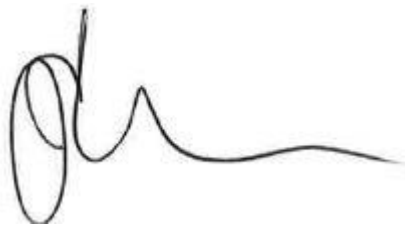
The Staff Sustainability Team has undertaken short and long-term projects to leverage sustainability throughout the corporation. Through dedicated members of the Staff Sustainability Team significant successful achievements has occurred in 2018.

In 2019, the Staff Sustainability Team's priorities will continue to further embed sustainability throughout the corporation and advance key projects that are aligned with the Strategic Plan and the Integrated Community Sustainability Strategy through actions relating to the pillars of sustainability: cultural vibrancy, environmental health, economic prosperity and the social well-being.

Reviewed and Approved by,

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Gabriel Clarke, Manager of Sustainability and Climate Change

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John Linhardt, Commissioner of Planning and Sustainability

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Brent Marshall, CAO

REPORT

REPORT TO: Chair and Members of the Planning, Public Works and Transportation Committee

REPORT FROM: Keith Hamilton – Planner, Policy/Development Review

DATE: November 28th, 2018

REPORT NO.: PLS-2018-0082

RE: Halton Region's 2017 State of Housing Report

RECOMMENDATION:

THAT Report Number PLS-2018-0082 dated November 28, 2018, regarding the Halton Region 2017 State of Housing Report be received for information.

BACKGROUND:

The State of Housing Report is prepared by the Region on an annual basis. The report contains valuable data regarding housing within Halton and its four local municipalities: Burlington, Halton Hills, Milton, and Oakville.

The State of Housing Report provides a review of housing supply and demand in Halton Region. It also monitors how well the Region is implementing its vision for managed and sustainable growth, as set out in the Halton Regional Official Plan and the Provincial Growth Plan.

Halton Region's targets include:

- At least 50 per cent of new housing units produced annually to be in the form of townhouses or multi-storey buildings; and
- At least 30 per cent of new housing units produced annually to be affordable or assisted housing.

Results of the report have been summarized with specific attention given to Halton Hills in comparison to the Region and other regional municipalities. The 2017 State of Housing Report can be found in its entirety in Schedule 1 at the end of this report.

COMMENTS:

Housing Completions

Halton Hills built a total of 208 new units in 2017, down from 291 in 2016. In contrast, all other Halton municipalities saw growth in the number of completions. Halton Hills did see very balanced breakdown of completions by type compared to the past five years, as shown in Figures 1 and 2. Single/semi-detached and townhouse completions were almost equal while the remaining 27 per cent were apartments, which had no completions going back to 2013.

Region wide, a total of 4,267 units were completed in 2017, a 25 per cent increase from 2016, and the highest number reported in the past five years. For the second year in a row, more apartments were built (46.1 per cent) than townhouses (25.1 per cent) and single/semi-detached homes (28.8 per cent).

Housing Mix Target

The Region's Housing Mix Target calls for at least 50 per cent of new housing units produced annually in Halton to be in the form of townhouses or multi-storey buildings (higher density housing). In 2017, townhouse and apartment units accounted for 71.2 per cent of housing completions in the Region.

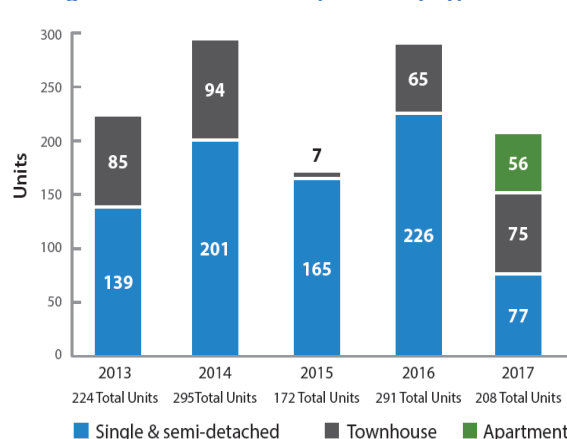
In Halton Hills, 2017 saw a change from the domination of single and semi-detached home completions to a more balanced housing mix. Singles and semis represented less than half of completions, while apartment completions were reported for the first time since 2011. This trend is expected to continue with approved high density projects such as Amico Phase 1 on Mill Street and the Rockport seniors housing complex on Maple Ave in Georgetown.

Figure 1 – Housing Completions by Type

	Halton Region		Burlington	Halton Hills	Milton	Oakville
Apartment	1,966	46.1%	86.7%	26.9%	27.4%	46.8%
Townhouse	1,072	25.1%	2.2%	36.1%	26.8%	29.2%
Semi	84	2.0%	0.0%	1.0%	2.1%	2.5%
Single	1,145	26.8%	11.1%	36.1%	43.8%	21.4%
Total units	4,267		594	208	1,170	2,295
Local share of completions			13.9%	4.9%	27.4%	53.8%
50% Target achievement		71.2%	88.9%	63.0%	54.2%	76.0%

Source: CMHC Starts and Completions Survey 2017

Figure 2 – Halton Hills Completions by Type



Source: CMHC Starts and Completions Survey 2013-2017

Housing Costs

In 2017, the total number of home sales in Halton Hills reached 1,196, as shown in Figure 3. This number is down almost 10 per cent from 2016 (1,324). The average resale price for a home in Halton Hills is \$715,331, up considerably from 2016 (16 per cent). The average resale price of homes has increased Region-wide. Oakville saw an increase of 19.1 per cent with an average resale price of \$1,150,504; Burlington's average resale price has increased to \$750,603, up 18.9 per cent and Milton average resale price is up 16 per cent to \$722,678. The average price of all house sales in Halton Region increased by 12.5 per cent from 2016. This rate is typically lower than resale averages as it includes new housing units sold below the affordable threshold.

Figure 3 – Total Unit Sales by Dwelling Type (2017)

	Burlington	Halton Hills	Milton	Oakville
Total Sales	3,568	1,196	3,193	4,917
Apartment	678	28	575	665
Townhouse	888	246	879	1,530
Single/Semi	2,002	922	1,739	2,722

Source: Halton Region, 2017

Single and semi-detached dwellings accounted for 57 per cent of all sales (including resale) in Halton Region. This has impacted overall average resale house prices as single and semi-detached homes have an average sale price of \$1,042,065. This has had a larger impact on the average resale price in Halton Region, which was \$883,787 in 2017; whereas the average new sale price was \$481,110.

Housing Affordability

The affordable threshold decreased by 1.75 per cent from \$369,400 in 2016 to \$362,950 in 2017. Almost half (49.1 per cent) of new home sales in Halton Region were below this threshold, exceeding the regional affordability target of 30 per cent. This trend is expected to continue given that 69.4 per cent of new home sales in Halton Region in 2017 were higher density (apartment or townhome).

Figure 4 – New Housing Sales by Dwelling Type

	≤ \$362,950		> \$362,950	
	Count	%	Count	%
Apartment	0	0.0%	0	0.0%
Townhouse	0	0.0%	58	51.8%
Semi-detached	0	0.0%	0	0.0%
Single	0	0.0%	54	48.2%
	-		112 units	

In 2017, no new home sales in Halton Hills were below the affordable threshold (Figure 4) in part because of the overall limited available supply. This is anticipated to improve during the 2021-31 period with the development of the Vision Georgetown lands. Over 50 % of housing mix in Vision Georgetown is comprised of medium and high density development.

Oakville contributed 559 new affordable units or 50.4 per cent of the Region's total; Burlington added 72 new affordable units or 6.2 per cent of the Region's total while Milton contributed 428 new affordable units or 40.4 percent of the Region's total.

Rental Housing

Regional vacancy rates of rental units remain very low Region wide (1.1 per cent) while demanding some of the highest average monthly rents (\$1,356) in the province. Halton Hills vacancy rate decreased to 0.1 per cent compared to last year's 0.6 per cent, increasing the demand for rental units in the Town. As shown in Figure 5, the town's vacancy rates are seeing greater fluctuation year-to-year than the other municipalities. Halton Hills also has the lowest average rent in Halton Region (Figure 6) however did see an increase of 1.5% from last year.

Figure 5 – Vacancy Rates by Local Municipality

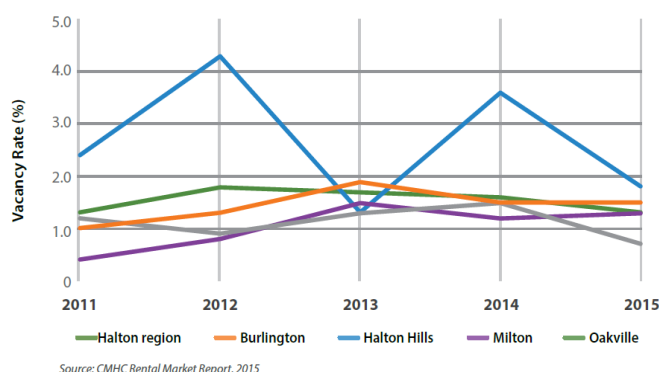


Figure 6 – Average Rent by Local Municipality, 2017

Unit type	Burlington	Oakville	Milton	Halton Hills
Bachelor	\$853	\$930	\$768	N/A
1 Bedroom	\$1,126	\$1,157	\$1,069	\$906
2 Bedroom	\$1,267	\$1,357	\$1,185	\$1,121
3+ Bedroom	\$1,508	\$1,639	N/A	\$1,444
Weighted average	\$1,241	\$1,303	\$1,130	\$1,062

Source: CMHC Rental Market Report, 2011 to 2015

RELATIONSHIP TO STRATEGIC PLAN:

This report directly relates to Strategic Direction A: Foster a Healthy Community. The goal is to maintain and enhance a healthy community that provides a clean environment and a range of economic and social opportunities to ensure a superior quality of life in our community, more specifically:

Strategic Objective A.1: To promote an adequate supply of housing and range of housing choices to meet the needs of present and future residents, including affordable, accessible and seniors housing.

This report also relates to Strategic Direction C: Foster a Prosperous Economy; to maintain and enhance the economic vitality of the Town through the provision of a wide range of opportunities for economic development.

FINANCIAL IMPACT:

There is no financial impact associated with this information report.

CONSULTATION:

This report summarizes a previously published Halton Region report, no consultation was necessary.

PUBLIC ENGAGEMENT:

No public engagement was undertaken for this report.

SUSTAINABILITY IMPLICATIONS:

There are no sustainability implications for this information report.

COMMUNICATIONS:

There is no communications impact associated with this information report.

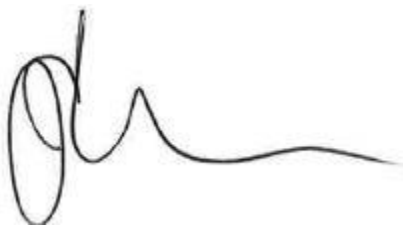
CONCLUSION:

Halton Hills saw more variety in the types of housing units built in 2017; however the average price of a home is still increasing while the availability of rental housing units is decreasing. Future development of higher density housing could provide greater access to affordable home ownership and increased rental opportunities within the Town. Town staff will continue to review the Region's reporting on housing on an annual basis and report back to Council.

Reviewed and Approved by,

A handwritten signature in black ink, appearing to read "Steve Burke". The signature is fluid and cursive, with the first name "Steve" written in a larger, more prominent script than the last name "Burke".

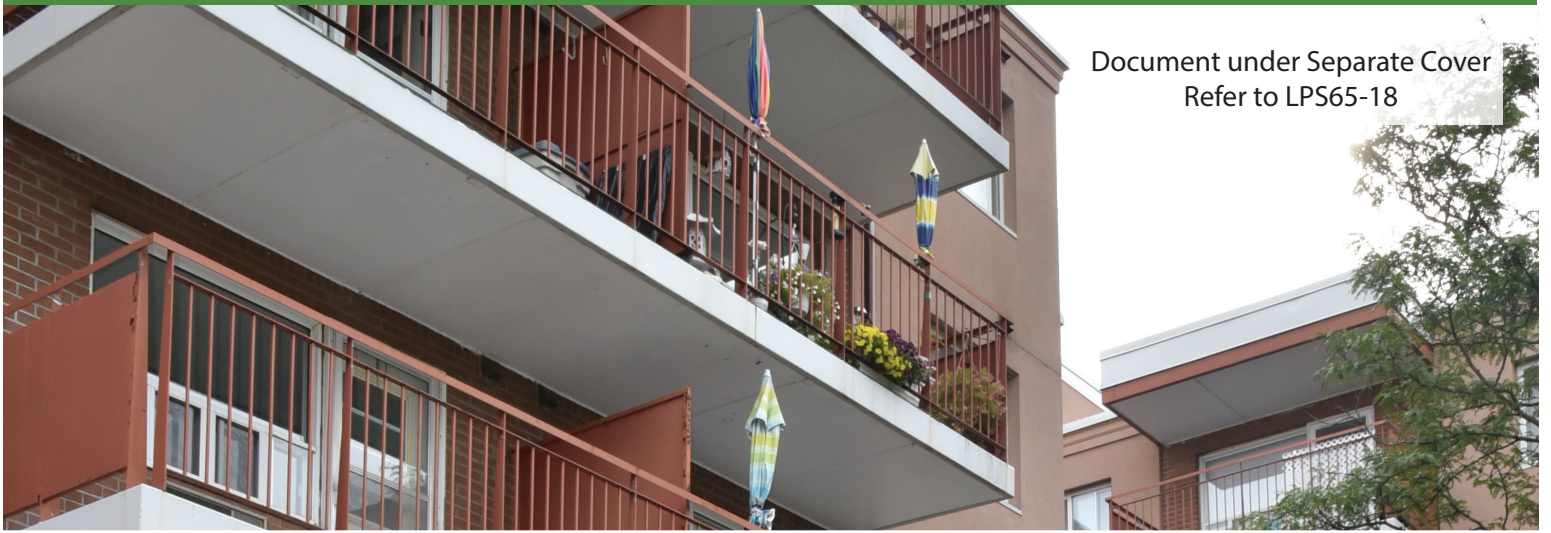
Steve Burke, Manager of Strategic Research and Project Coordination

A handwritten signature in black ink, appearing to read "John Linhardt". The signature is very stylized and cursive, with the first letter "J" being particularly large and looping. The last name "Linhardt" is written in a more compact, cursive script.

John Linhardt, Commissioner of Planning and Sustainability

A handwritten signature in black ink, appearing to read "Brent Marshall". The signature is cursive and fluid, with the first name "Brent" written in a larger, more prominent script than the last name "Marshall".

Brent Marshall, CAO



State of Housing 2017



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Housing in Halton

Overview

The *State of Housing Report* has been prepared annually since 2006. It provides a review of housing supply and demand in Halton Region and monitors how well the Region is implementing its vision for managed and sustainable growth, as set out in Halton's Regional Official Plan and the Provincial Growth Plan.

Halton's vision includes advancing the supply of an adequate mix and variety of housing to meet differing physical, social and economic needs.

The 2017 Report provides the following information:

- Housing supply and demand in Halton for the various housing segments of the housing continuum.
- Income and housing cost thresholds for affordable housing as generated annually through Halton's Housing Model.
- Achievement of the Regional Official Plan targets related to density and affordability.
- 2017 housing sales (new and resale) by Local Municipality, type and affordability.
- Rental housing market characteristics.
- Assisted housing activities and initiatives by Halton Region.

Using Halton's Housing Model, the Report assesses the Region's success in achieving its Regional Official Plan housing targets (section 86(6)), which call for:

- at least 50 per cent of **new** housing units produced annually in Halton to be in the form of townhouses or multi-storey buildings; and
- at least 30 per cent of **new** housing units produced annually in Halton to be *affordable or assisted housing*.

Refer to sections 86(6), 86(6.1), 86(7), 214, 218 and 256.1 of Halton's Regional Official Plan for further detail.

The Housing Continuum

Housing plays an important role in the lives of Halton's residents. Individuals and families move back and forth across the housing continuum depicted below, depending on changes that affect their personal circumstances. The continuum is based on the following observations:

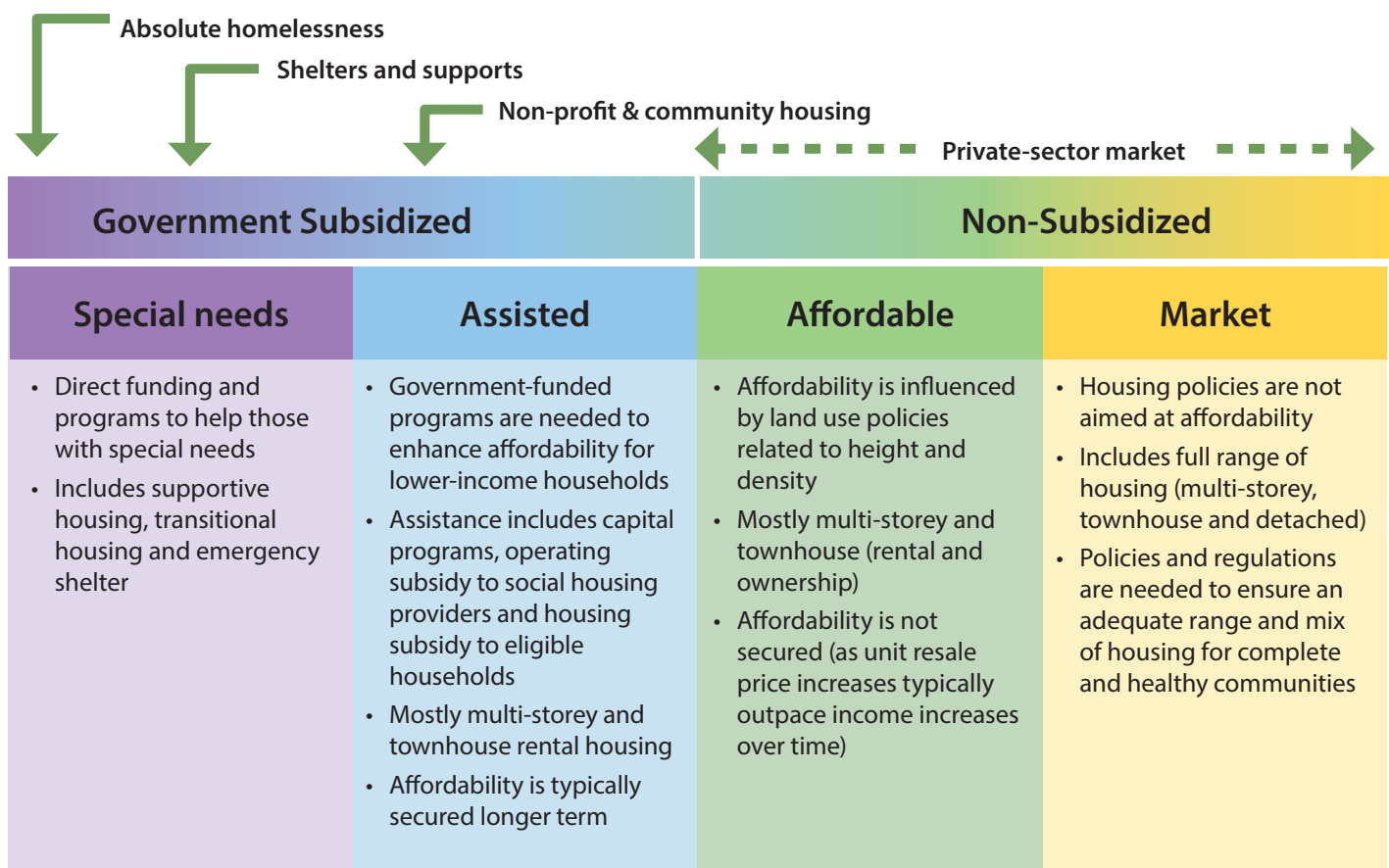
- A range of housing types is required to meet the needs of residents throughout the various stages of their lives and at any level of income;
- Private and non-profit sectors play an essential role in providing housing across the continuum; and
- Governments have various tools and programs available to provide a range and mix of appropriate housing and supports.

Assisted housing is housing that is affordable for *low and moderate income households* for rent or purchase where part of the housing cost is subsidized through a government program.

Affordable housing is housing with a market price (for purchase) or rent that is affordable to households of low and moderate income, spending no more than 30 per cent of their gross household income on housing, without government assistance.

Affordable rental housing should meet the demand of renter households at the low end, where they would be able to afford at least three out of ten rental units on the market. Affordable ownership housing should meet the demand of households at the high end, and have sufficient income left, after housing expenses, to sustain a basic standard of living.

Household income thresholds for assisted and affordable housing, and the supply and demand for affordable housing are generated annually through analysis conducted in Halton's Housing Model.



Halton's Housing Model

Halton's Housing Model gathers various information, including household income, household spending, housing costs and average rents in the region from a variety of data sources. Using this data, analysis is conducted through the Housing Model that generates thresholds based on household income and housing cost. This calculation is undertaken for both the assisted and affordable (non-assisted) segments of the continuum. With these thresholds, the Model also generates a snapshot of housing needs of Halton's residents and those looking to live in Halton at a moment in time. These model outcomes may be influenced by the pace of growth or the health of the economy and updates/changes to the inputs or assumptions.

2017 Income & Housing Costs

The tables below provide the assisted and affordable household incomes in Halton Region for 2017 and corresponding housing cost thresholds, calculated through the Halton Housing Model. These cost thresholds are linked to the income thresholds, based on Official Plan definitions on housing costs for assisted and affordable housing.

Assisted	All households (average - 2.8 people)	Small households (1 or 2 people)	Large households (3 or more people)
Income threshold	\$50,900	\$48,100	\$53,000
Maximum purchase price	\$178,600	\$168,800	\$186,100
Maximum monthly ownership cost/rent	\$1,272	\$1,201	\$1,326

Affordable (non-assisted)	All households (average - 2.8 people)	Small households (1 or 2 people)	Large households (3 or more people)
Income threshold	\$103,700	\$74,386	\$130,702
Maximum purchase price	\$362,950	\$260,800	\$456,800
Maximum monthly ownership cost	\$2,592	\$1,860	\$3,268
Maximum monthly rent *	\$1,932	\$1,531	\$2,297

* The mid-point between assisted and affordable monthly ownership costs, based on Halton's definition of Affordable Housing.

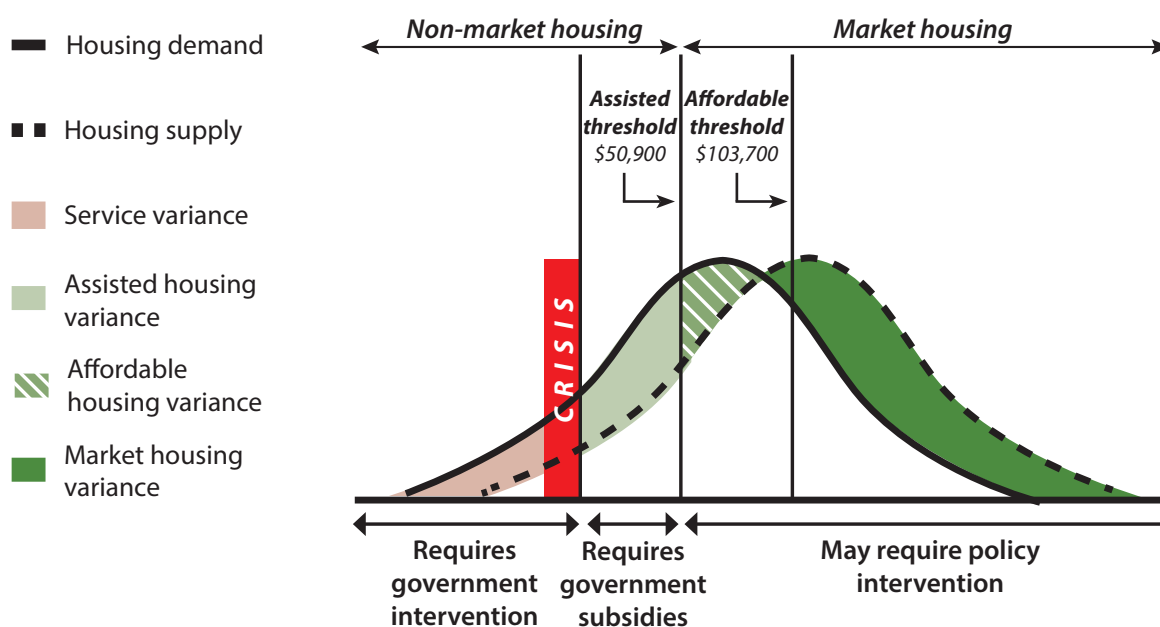
Households with an income below the **Assisted Income Threshold** (\$50,900) typically require some form of government assistance to meet their housing needs, as the private sector in Halton typically does not provide many opportunities to buy or rent below the associated housing cost thresholds (very few opportunities exist in the open market to purchase below \$178,600 or rent below \$1,272).

Households with an income between the **Assisted** and **Affordable Income Threshold** (\$50,900 - \$103,700) have options to purchase a house priced below the affordable housing cost threshold (\$362,950) or rent with monthly costs between \$1,272 and \$1,932. The rental rate of \$1,932 is the mid-point of the affordable housing cost range, based on section 214(a) of the Regional Official Plan.

The affordable (non-assisted) price threshold decreased from \$369,400 in 2016 to \$362,950 in 2017. The income threshold decreased slightly from \$105,020 in 2016 to \$103,700.

The average affordable threshold of \$362,950 is used as the index to measure the Regional Official Plan target that 30 per cent of new housing units produced annually are affordable or assisted.

2017 Indicator of Housing Needs

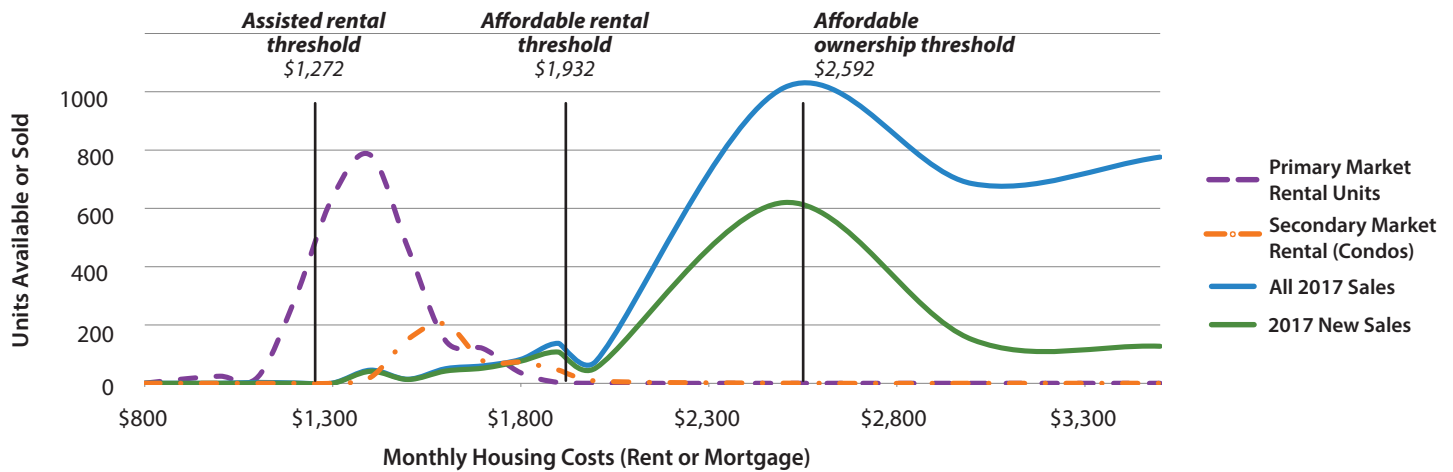


Based on analysis of household income profiles, housing cost thresholds, unit sales, re-sales and rental turnovers, the model generates a snapshot of supply-demand variances across the housing continuum.

The figure above visualizes this analysis: It shows the distribution of new sales, re-sales and rental turnovers by price point across the continuum (i.e. the housing supply in the previous year) and compares it with the income distribution of Halton-based households and other households seeking to live in Halton (the modelled housing demand). Differences between the two are used to quantify potential supply-demand variances by housing segment (typically indicating shortfalls in the assisted and affordable segments).

It should be noted that this diagram is a snapshot in time of the assisted and affordable housing gap, and is influenced by market trends, pace of economic growth and the health of the economy.

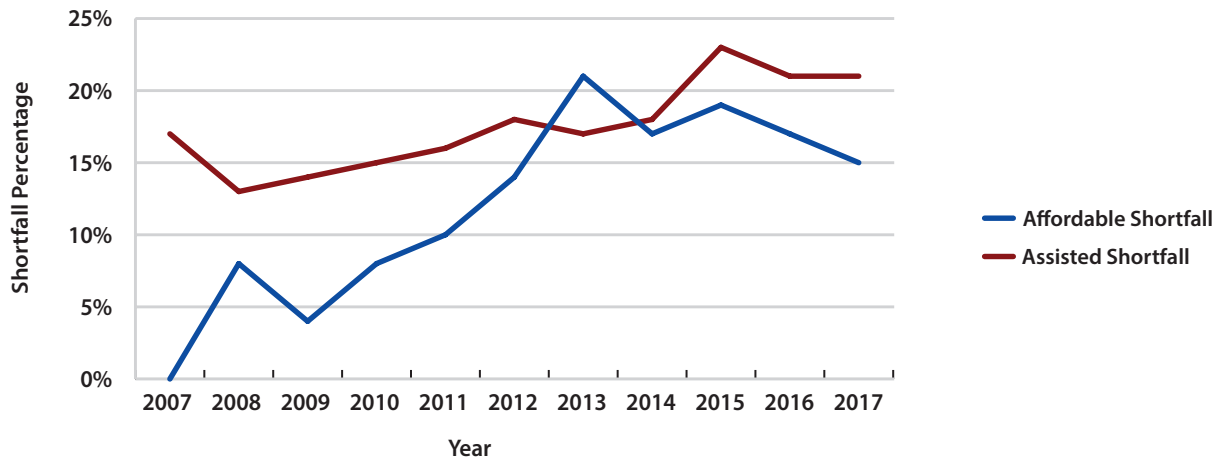
Affordable Housing Cost Distribution, 2017



The figure above shows the distribution of ownership and rental supply near the affordable threshold in 2017 by price point. Only a small portion of the total sales are shown, as the vast majority of the sales pertain to resale of ownership

housing which is priced beyond the affordable threshold. It also shows that most of the available rental housing is in the affordable (non-assisted) segment.

Supply – Demand Shortfall, 2017



The graph above provides a multi-year indication of the shortfall of assisted and affordable housing as a percentage of the total supply within that year. Key factors influencing these trend lines:

- Resale home prices outpaced household income
- Growth management policy resulted in a steady increase of higher density housing completions and sales, generally improving affordability
- The supply of condominium rental housing within the affordable range has increased
- Regional programs designed to create additional government-assisted housing units and allowances have impacted the assisted housing shortfall
- Almost no new purpose built rental housing has been built in recent years

While the Region does not have the ability to directly influence the resale dynamics in the market place, the graph shows that the affordable housing shortfall has decreased for the second consecutive year since 2015.

While ongoing Regional initiatives to increase the number of assisted housing opportunities are significant, more substantial long-term strategic investment from senior levels of government will be required to curb the trend line more structurally.

The State of Housing report reviews housing completions on an annual basis. The report provides an overview of the types of housing being supplied in the regional and local municipal housing markets.

The Region's **Housing Mix Target** in the Regional Official Plan calls for at least 50 per cent of new housing units produced annually in Halton to be in the form of townhouses or multi-storey buildings (higher density housing).

In 2017, townhouse and apartment units accounted for 71.2 per cent of housing completions.

Housing Mix Target

71.2%
Achieved



71.2 per cent of new units completed in Halton were townhouse and multi-storey housing. The 50 per cent Housing Mix Target was achieved in 2017, for the seventh consecutive year.

Highlights

Housing completions (2017) 4,267

Housing completions 1998 - 2002: 19,509
Proportion of higher density housing: 35.3%

Housing completions 2003 - 2007: 25,100
Proportion of higher density housing: 33.8%

Housing completions 2008 - 2012: 19,379
Proportion of higher density housing: 42.3%

Housing completions 2013 - 2017: 16,738
Proportion of higher density housing: 62.8%

For more information, please see page 7 and 8.

Source: CMHC Starts and Completions Survey 1998-2017

New Housing Development

Housing Completions

The Region's **Housing Mix Target** recognizes that the Region's best opportunity to encourage more affordable housing is through the provision of higher density housing, such as townhouse and apartment units.

Number of housing completions by type & municipality, 2017

	Halton Region		Burlington	Halton Hills	Milton	Oakville
Apartment	1,966	46.1%	86.7%	26.9%	27.4%	46.8%
Townhouse	1,072	25.1%	2.2%	36.1%	26.8%	29.2%
Semi	84	2.0%	0.0%	1.0%	2.1%	2.5%
Single	1,145	26.8%	11.1%	36.1%	43.8%	21.4%
Total units	4,267		594	208	1,170	2,295
Local share of completions			13.9%	4.9%	27.4%	53.8%
50% Target achievement	71.2%		88.9%	63.0%	54.2%	76.0%

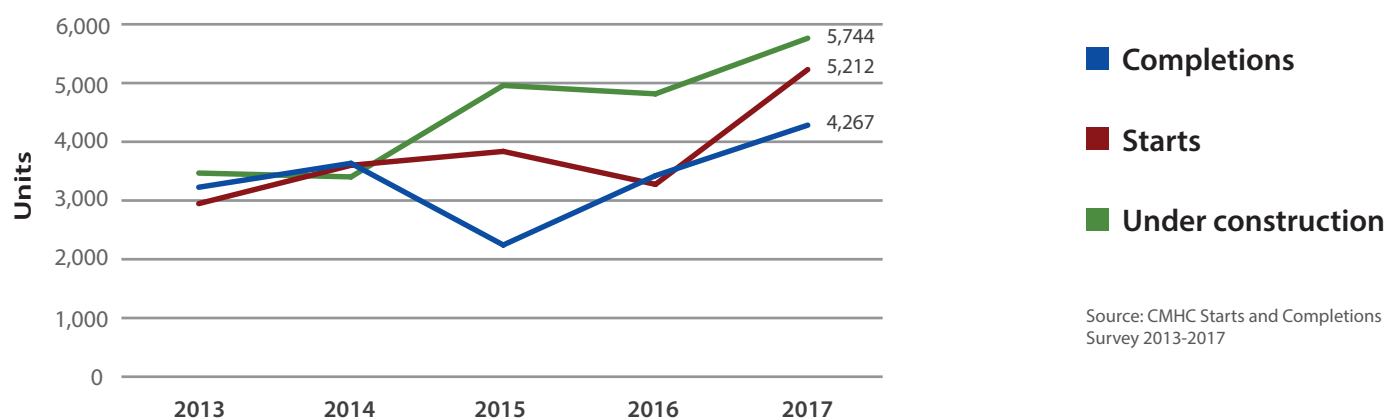
Source: CMHC Starts and Completions Survey 2017

In 2017, there were 4,267 housing completions, an increase of 25.2 per cent compared to 2016 (3,409). Of these, 26.8 per cent were single detached and 2.0 per cent were semi-detached dwellings. Townhouse dwellings and apartments represented 25.1 percent and 46.1 per cent, respectively. Combined, these higher density unit types represent 71.2 per cent of housing completions in Halton.

At the local level, the most housing completions were in Oakville (53.8 per cent), followed by Milton at 27.4 per cent. Halton Hills accounted for 4.9 per cent, while Burlington accounted for 13.9 per cent of completions.

Halton Housing Construction Activity, 2013-2017

Number of completions, starts and under construction units, 2013-2017



All housing construction activities in Halton Region increased from 2016. Housing starts increased by 59.8 per cent, housing completions increased by 25.2 per cent, and the number of units under construction increased by 19.7 per cent. Of the 5,744 units under construction, 37.8 per cent are apartments and 27.1 per cent are townhouse (64.9% combined).

Halton Housing Completions by Type, 2013-2017

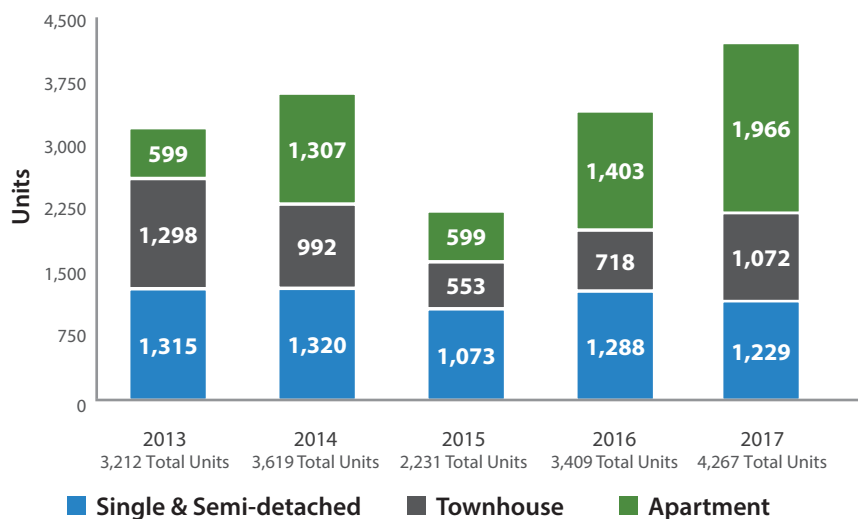
Percentage of annual housing completions by type, 2013-2017

	2013	2014	2015	2016	2017	5 Year Average
Apartment	18.6%	36.1%	26.8%	41.2%	46.1%	35.1%
Townhouse	40.4%	27.4%	24.8%	21.1%	25.1%	27.7%
Single & Semi	40.9%	36.5%	48.4%	37.8%	28.8%	37.2%

Key trends

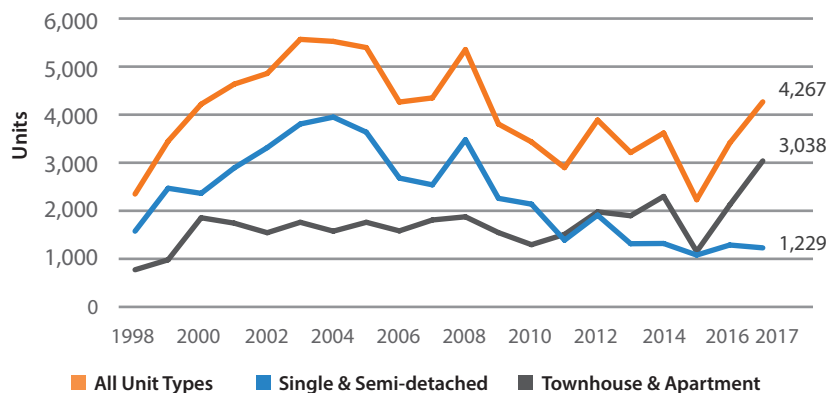
- During the past five years there were 16,738 housing completions in Halton.
- 4,267 units were completed in 2017, an increase of 858 units since 2016.
- Apartment units represent the highest unit type completions in 2017, followed by single and semi-detached units.
- The number of apartment completions increased by 40.1 per cent from 2016.
- Completion of townhouse units in 2017 increased by 49.3 per cent from 2016.
- Completion of single and semi-detached dwelling units decreased slightly from 2016.

Number of annual housing completions by type, 2013-2017



Source: CMHC Starts and Completions Survey 2013-2017

Halton Housing Completions by Type, 1998-2017

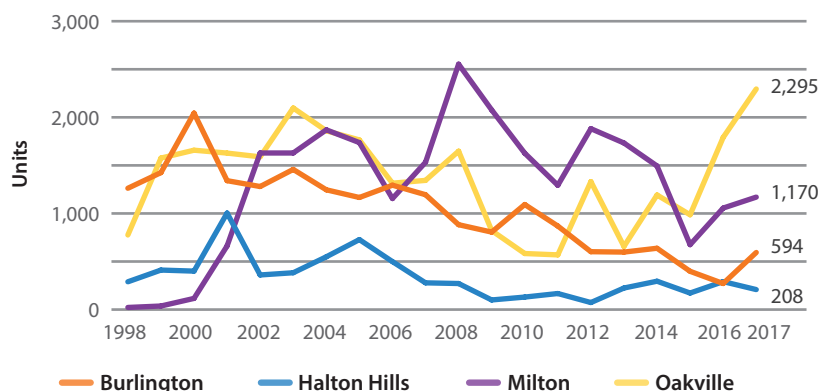


Source: CMHC Starts and Completions Survey 1998-2017

Long-term trends: Unit type

- Over the most recent 20-year period, there were 80,726 housing completions in Halton.
- During this period, single and semi-detached units accounted for 57.8 per cent of housing completions, while townhouses and apartments combined accounted for 42.2 per cent.
- The trend line for single and semi-detached housing completions has been on a decline since 2004.
- Since 2011, the trend line for all completions combined follows the same pattern as the trend line for apartment and townhouse completions.

Housing Completions by Local Municipality, 1998-2017



Source: CMHC Starts and Completions Survey 1998-2017

Long-term trends: Local Municipalities

- Over the 20-year period, Oakville accounted for the highest share of housing completions (34.0 per cent), followed by Milton (32.1 per cent).
- With the provision of lake-based water servicing, Milton had the most completions of any Local Municipality from 2007 to 2014.
- Beginning in 2015, Oakville experienced the highest number of completions in Halton Region.

Under Construction Units by Local Municipality, 2017

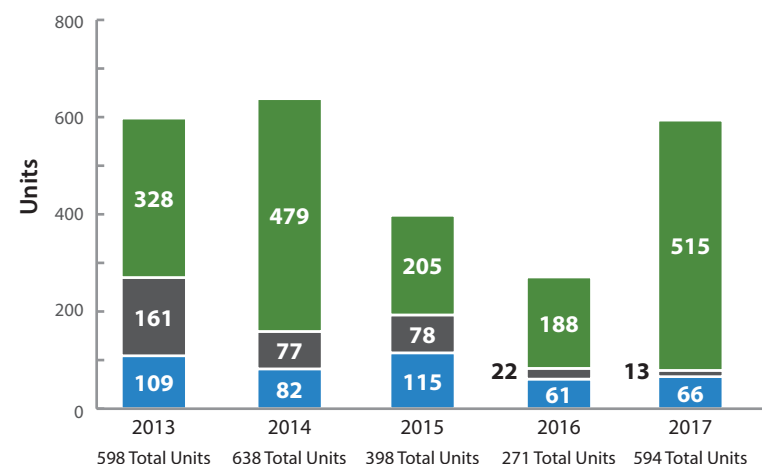
2017	Total	Single & Semi	Townhouse	Apartment
Burlington	1,257	7.7%	0.0%	92.3%
Halton Hills	159	93.1%	6.9%	0.0%
Milton	2,041	42.1%	44.7%	13.2%
Oakville	2,287	39.8%	27.8%	32.4%
Halton Total	5,744			

Key trends:

- 64.9 per cent of the unit types under construction at the end of 2017 were higher density.
- Oakville had the highest number of units under construction at the end of 2017, followed by Milton (75.3 per cent combined).

Housing Completions by Local Municipality

City of Burlington, 2013-2017



Key trends:

- There were 2,499 completions from 2013 to 2017 (14.9 per cent of all completions in the Region).
- 88.9 per cent of the 2017 completions were townhouse and apartment units (Regional target is 50 per cent).
- Townhouse unit completions decreased to its lowest number since 2013, but the number of apartment completions increased to its highest of the last 5 years.

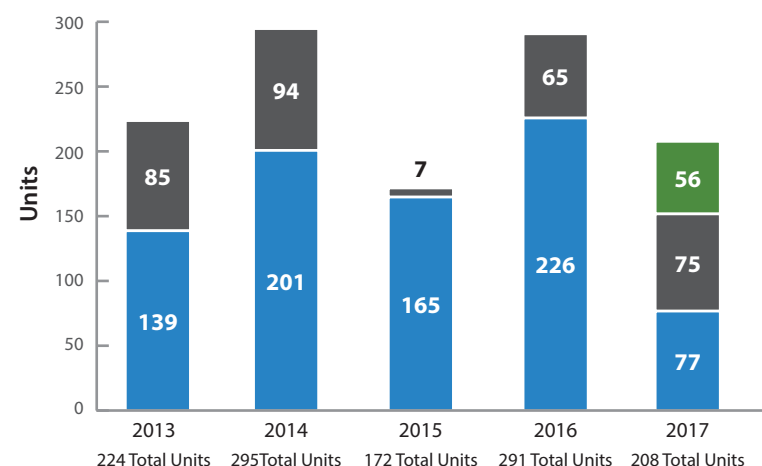
■ Single & semi-detached ■ Townhouse ■ Apartment

Source: CMHC Starts and Completions Survey 2013-2017

Percentage of annual housing completions by type, 2013-2017

	2013	2014	2015	2016	2017	5 Year Average
Apartment	54.8%	75.1%	51.5%	69.4%	86.7%	68.6%
Townhouse	26.9%	12.1%	19.6%	8.1%	2.2%	14.0%
Single & Semi	18.2%	12.9%	28.9%	22.5%	11.1%	17.3%

Town of Halton Hills, 2013-2017



Key trends:

- Halton Hills accounted for 7.1 per cent of regional housing completions from 2013-2017 (1,190 completions).
- In 2017, 208 units were completed, a decrease from 2016.
- 63 per cent of these completions were townhouse and apartment units, establishing Regional 50% target achievement for the first time.
- In 2017, single and semi-detached housing completions decreased to its lowest (37 per cent)
- Single and semi-detached housing continues to dominate the Halton Hills housing market.

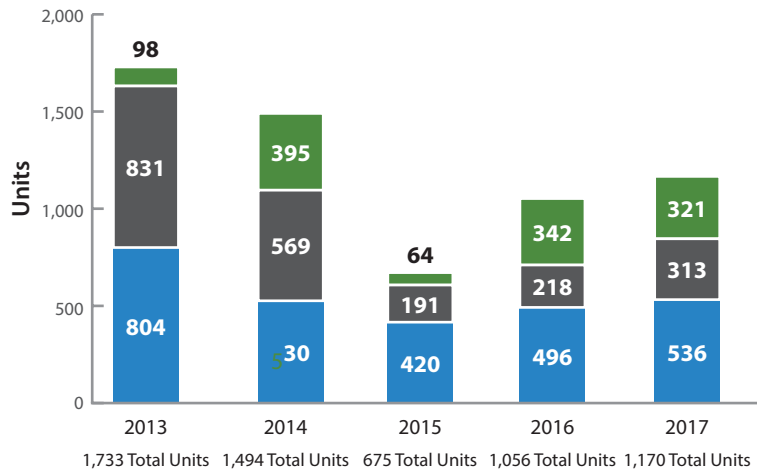
■ Single & semi-detached ■ Townhouse ■ Apartment

Source: CMHC Starts and Completions Survey 2013-2017

Percentage of annual housing completions by type, 2013-2017

	2013	2014	2015	2016	2017	5 Year Average
Apartment	0.0%	0.0%	0.0%	0.0%	26.9%	N/A
Townhouse	37.9%	31.9%	4.1%	22.3%	36.1%	27.4%
Single & Semi	62.1%	68.1%	95.9%	77.7%	37.0%	67.9%

Town of Milton, 2013-2017



Key trends:

- Milton had a total of 6,128 completions between 2013 and 2017 (36.6 per cent of completions in the Region during this time)
- 54.5 per cent of these completions were townhouse and apartment units
- 1,170 units were completed in 2017, an increase of 10.8 per cent from 2016.
- The distribution of completions by dwelling type was similar in 2016.

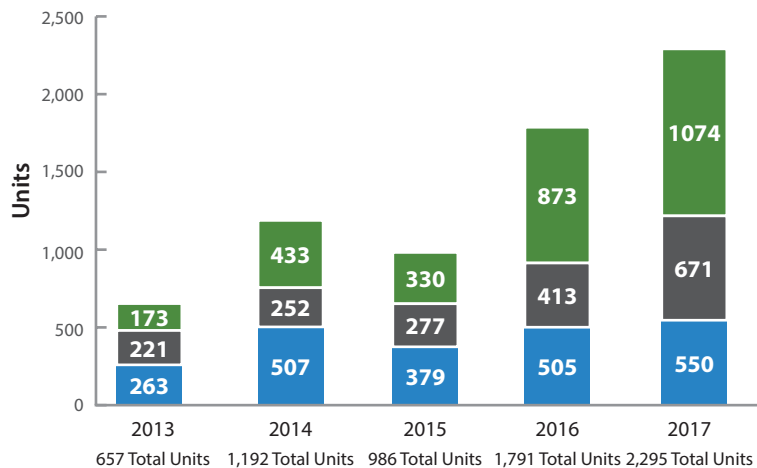
■ Single & Semi-detached ■ Townhouse ■ Apartment

Source: CMHC Starts and Completions Survey 2013-2017

Percentage of annual housing completions by type, 2013-2017

	2013	2014	2015	2016	2017	5 Year Average
Apartment	5.7%	26.4%	9.5%	32.4%	27.4%	19.9%
Townhouse	48.0%	38.1%	28.3%	20.6%	26.8%	34.6%
Single & Semi	46.4%	35.5%	62.2%	47.0%	45.8%	45.5%

Town of Oakville, 2013-2017



Key trends:

- There were 6,291 completions in Oakville between 2013 and 2017 (41.3 per cent of completions in the Region during this period)
- 65.4 per cent of these completions were townhouse and apartment units.
- 2,295 units were completed in 2017, an increase of 28.1 per cent from 2016.
- 76 percent of the 2017 completions were apartments and townhouses (Regional target is 50 per cent).
- At the end of 2017, a total of 2,287 units were under construction in Oakville. 32.4 per cent of these were apartments (740 units under construction at the end of 2017).

■ Single & Semi-detached ■ Townhouse ■ Apartment

Source: CMHC Starts and Completions Survey 2013-2017

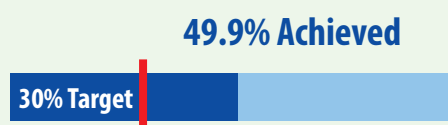
Percentage of annual housing completions by type, 2013-2017

	2013	2014	2015	2016	2017	5 Year Average
Apartment	26.3%	36.3%	33.5%	48.7%	46.8%	41.7%
Townhouse	33.6%	21.1%	28.1%	23.1%	29.2%	26.5%
Single & Semi	40.0%	42.5%	38.4%	28.2%	24.0%	31.8%

The *State of Housing* report reviews new and resale house sales to assess how well the market is meeting the housing needs of Halton residents and those looking to live in the Region.

Halton Region's **Housing Affordability Target** calls for at least 30 per cent of new housing units produced annually in Halton to be at or below the affordable threshold.

Housing Affordability Target



49.9 per cent of new house sales and assisted units fell within Halton's affordability target.

In 2017, Halton Region met the 30 per cent affordability target for the fifth consecutive year.

Highlights - Halton Region

	2016	2017	Change
New Sales¹	2,155	2,157	+0.1%
Resale	11,547	10,717	-7.2%
All Sales	13,702	12,874	-6.0%
Affordable New Sales²	689	1,059	+53.7%
New Assisted Program Units³	69	35	-34

¹ New sales quantities are lower than the annual completions quantities because only sales at fair market value on the open market are reported here.

² This data is based on the closing date, when ownership of the property is transferred to the buyer.

³ New assisted program units are captured at the time of funding commitment.

Source: Calculated from MPAC sales data, 2017

Housing Costs & Affordability

New & Resale Housing

In 2017, there were 12,874 new and resale houses sold in Halton. This represents a 6% per cent decrease compared to 2016. The following table shows the distribution of new and resale units by dwelling type:

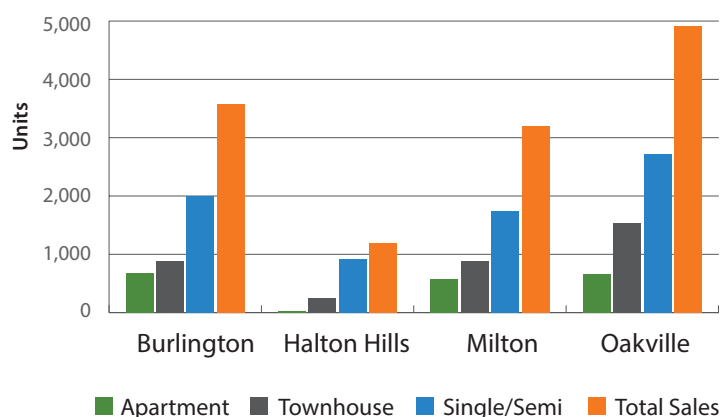
All housing sales in Halton Region, 2017

	New		Resale		Total
Apartment	693	32.1%	1,253	12.0%	1,946
Townhouse	804	37.3%	2,739	26.0%	3,543
Semi-detached	22	1.0%	612	6.0%	634
Single	638	29.6%	6,113	57.0%	6,751
	2,157 16.8% of all sales		10,717 83.2% of all sales		12,874

Source: Calculated from MPAC sales data, 2017

New sales (2,157 units) were steady compared to 2016. Apartment and townhouse units accounted for 69.4 per cent of new sales. This was 52.1 per cent in 2016. Given the steady increase of higher density housing in the market place, it is expected that resale data will reflect this trend going forward.

Total unit sales by dwelling type and municipality



	Burlington	Halton Hills	Milton	Oakville
Total Sales	3,568	1,196	3,193	4,917
Apartment	678	28	575	665
Townhouse	888	246	879	1,530
Single/Semi	2,002	922	1,739	2,722

Oakville and Burlington continue to record the largest proportion of sales. Most municipalities experienced a decrease in the number of resale units compared to 2016 (-7.2 per cent Region-wide).

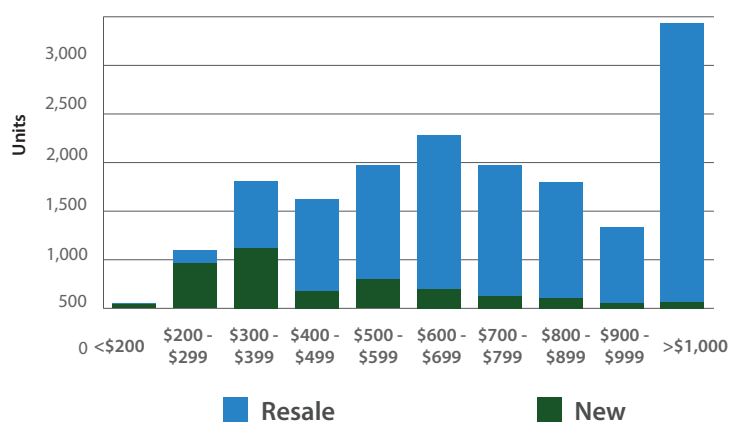
Compared to 2016, the number of new sales increased in Oakville (up 25 units) and Milton (up 200 units) and decreased in Halton Hills (down 128 units) and Burlington (down 95 units). This resulted in a region-wide increase of just 2 units (2,157 in total)

Resale units accounted for 83.2 per cent of sales in Halton Region. 62.8% pertained to single and semi-detached units, representing the bulk of Halton's existing housing stock.

New & Resale Average House Prices

- The average price of all house sales in 2017 was \$816,320 (up 12.5 per cent compared to 2016).
- The average price of all new house sales (2,157 dwellings) was \$481,110 (down 20.7 per cent), reflecting the high number of affordable new apartments and townhouses (49.9 per cent of all new sales).
- Townhouses and apartments (new and resale combined) sold for \$512,598 on average (up 10.6 per cent).
- Single and semi-detached houses (new and resale combined) sold for an average of \$1,042,065 (up 17.0 per cent) and represented 57.4 per cent of all sales in Halton Region. As such, this category continues to have a significant impact on the average house prices in Halton.

New & resale housing prices (\$ thousands), 2017



Source: Calculated from MPAC Sales Data, 2017

Average resale price by municipality in 2017 was as follows:

Resale	# Units (2017)	2017 Average Prices	2016 Average Prices	Price Change
Burlington	3,453	\$750,603	\$631,054	18.9%
Halton Hills	1,084	\$715,331	\$616,792	16.0%
Milton	2,351	\$722,678	\$619,792	16.6%
Oakville	3,829	\$1,150,504	\$965,604	19.1%
Grand Total	10,717	\$883,787	\$727,467	21.5%

New Affordable Housing by Dwelling Type & Municipality

An adequate supply of new affordable housing units is an important element in Halton's vision for sustainable growth, as set out in the Regional Official Plan. In 2017, there were 2,157 new units sold in Halton. The following tables show the distribution of the new housing units by dwelling type, affordability and municipality.

Halton Region

New housing sales by dwelling type, 2017

	≤ \$362,950		> \$362,950	
	Count	%	Count	%
Apartment	576	54.4%	117	10.7%
Townhouse	483	45.6%	321	29.2%
Semi-detached	0	0.0%	22	2.0%
Single	0	0.0%	638	58.1%
	1,059 units		1,098 units	

Key trends:

- All affordable new sales in Halton Region are townhouses and apartments, demonstrating the link between higher density housing and affordability.
- The vast majority of apartment units are one and two bedroom.
- In Halton Region 49.1 per cent of new sales were below the affordable threshold (1,059 of 2,157). The Regional affordability target is 30 per cent.
- The average price of the 1,059 units sold below the affordable threshold was \$292,768.

Town of Oakville

New housing sales by dwelling type, 2017

	≤ \$362,950		> \$362,950	
	Count	%	Count	%
Apartment	111	19.9%	69	13.0%
Townhouse	448	80.1%	248	46.9%
Semi-detached	0	0.0%	20	3.8%
Single	0	0.0%	192	36.3%
	559 units		529 units	

Key trends:

- 51.4 per cent of new sales in Oakville were below the affordable threshold (559 of 1,088).
- 50.4 per cent of Halton's total new sales were in Oakville (1,088 of 2,157).
- 52.8 per cent of Halton's affordable new sales were in Oakville (559 of 1,059).
- This is the first year that the majority of new units sold beyond the affordability threshold were not single-detached.

City of Burlington

New housing sales by dwelling type, 2017

	≤ \$362,950		> \$362,950	
	Count	%	Count	%
Apartment	72	100.0%	38	88.4%
Townhouse	0	0.0%	0	0.0%
Semi-detached	0	0.0%	0	0.0%
Single	0	0.0%	5	11.6%
	72 units		43 units	

Key trends:

- 62.6 per cent of new sales in Burlington were below the affordable threshold (72 of 115).
- 5.3 per cent of Halton's total new sales were in Burlington (115 of 2,157).
- 6.8 per cent of Halton's affordable new sales were in Burlington (72 of 1,059).

Town of Milton

New housing sales by dwelling type, 2017

	≤ \$362,950		> \$362,950	
	Count	%	Count	%
Apartment	393	91.8%	10	2.4%
Townhouse	35	8.2%	15	3.6%
Semi-detached	0	0.0%	2	0.5%
Single	0	0.0%	387	93.5%
	428 units		414 units	

Key trends:

- 50.8 per cent of new sales in Milton were below the affordable threshold (428 of 824). This was 20.6 per cent in 2016.
- 39.0 per cent of Halton's total new sales were in Milton (842 of 2,157).
- 40.4 per cent of Halton's affordable new sales were in Milton (428 of 1,059).

Town of Halton Hills

New housing sales by dwelling type, 2017

	≤ \$362,950		> \$362,950	
	Count	%	Count	%
Apartment	0	0.0%	0	0.0%
Townhouse	0	0.0%	58	51.8%
Semi-detached	0	0.0%	0	0.0%
Single	0	0.0%	54	48.2%
	-		112 units	

Key trends:

- No new sales in Halton Hills were below the affordable threshold.
- 5.2 per cent of Halton's total new sales were in Halton Hills (112 of 2,157).

Resale price increases have outpaced household income increases over time. As a consequence, units that are captured as affordable new sales (based on the Halton Housing Model) may be resold beyond the affordable threshold in later years, as these transactions take place in the open market. Halton Region and the Local Municipalities do not have the ability to influence market resale prices.

Rental housing is an important form of affordable housing for many of Halton's residents.

Highlights - Halton Region

	2016	2017	Change
Average Rent (private townhouse and apartment)	\$1,290	\$1,356	+5.1%
Bachelor	\$905	\$916	+1.2%
1 Bedroom	\$1,158	\$1,222	+5.5%
2 Bedroom	\$1,318	\$1,374	+4.2%
3+ Bedroom	\$1,515	\$1,612	+6.4%
Total # of Units (private townhouse and apartment)	16,122	16,292	+1.1%
Bachelor	296	301	+1.7%
1 Bedroom	4,888	4,891	+0.1%
2 Bedroom	8,891	8,891	0.0%
3+ Bedroom	2,202	2,209	+0.3%

Source: CMHC Rental Market Report, 2016-2017

Note: Average rents and vacancy rates in the 2015 State of Housing report were based on private apartments only.

The 2016 Census indicates that there were 36,810 renter households in Halton (19.1 per cent of all households). About 44.3 per cent of these households were living in purpose-built rental apartment and townhouse units, as captured in the table above.

The remainder of renter households would reside in condominium rental apartments, social housing, single and semi-detached units (including secondary suites) and other rental arrangements.

Data in this section only relates to purpose-built rental units, included in the table above.

As indicated on page 4 of this report, the average rents of the growing number of condominium rental units (estimated at 3,500 in 2017) is typically higher (\$1,713 on average in 2017).

Rental Housing

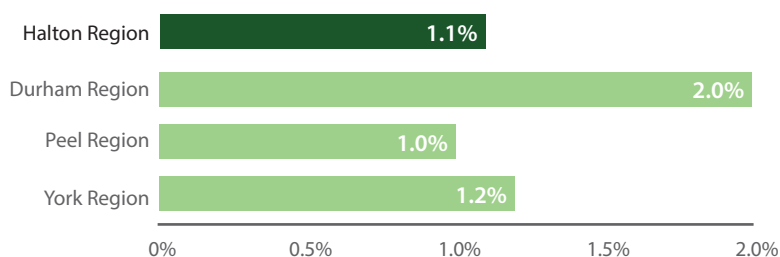
Vacancy Rates & Monthly Rent

Vacancy rates are an important measure to assess the health of the rental market. According to Canada Mortgage Housing Corporation (CMHC), a vacancy rate of at least three per cent (three for every one hundred units) is considered necessary for adequate competition and housing options.

To protect the rental housing stock in Halton, the Regional Official Plan policies require that Local Municipalities use a rental housing vacancy rate of three per cent as the minimum threshold to consider permission for the conversion of existing rental housing to ownership tenure, to other uses, or for the demolition of rental housing.

Halton Region's overall vacancy rate for private apartments and townhouses decreased to 1.1 per cent in 2017 from 1.3 per cent in 2016. The low vacancy rate may make it difficult for households searching for rental housing to find a suitable unit.

Rental market vacancy rates, 2017

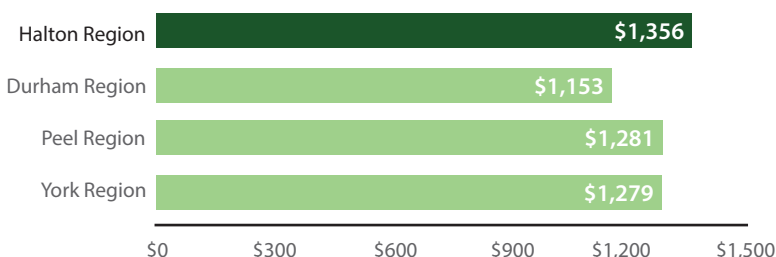


Source: CMHC Rental Market Report, 2017

Rental housing costs, 2017

Average monthly rent is another means to measure the health of the rental market.

The average monthly rent of private townhouse and apartments increased to \$1,356 in 2017 from \$1,290 in 2016. When compared to other Regional Municipalities in the Greater Toronto Area, Halton's average monthly rent continues to rank highest.



Source: CMHC Rental Market Report, 2017

Vacancy rate by unit size in Halton for private townhouses & apartments, 2013-2017

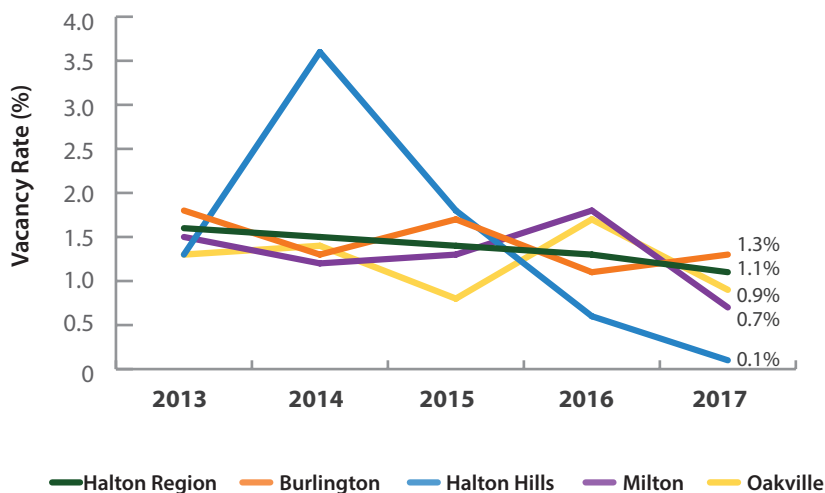
Unit Type	2013	2014	2015	2016	2017
Bachelor	0.4%	3.2%	2.0%	1.4%	1.5%
1 Bedroom	1.7%	2.0%	1.3%	1.1%	1.0%
2 Bedroom	1.6%	1.4%	1.5%	1.4%	1.3%
3+ Bedroom	1.7%	0.6%	1.3%	1.2%	0.7%
Overall rate	1.6%	1.5%	1.4%	1.3%	1.1%

Source: CMHC Rental Market Report, 2013 to 2017

Key trends:

With the exception of bachelor units, the vacancy rates for all unit types have decreased since 2016. The vacancy rate for 3+ bedrooms were the lowest in 2017 at 0.7 per cent, followed by 1 bedroom units at 1.0 per cent and 2 bedroom units at 1.3 per cent. The overall vacancy rate has continued to decrease from 1.6 per cent in 2013 to 1.1 per cent in 2017.

Vacancy rates by Local Municipality for private townhouses & apartments, 2013-2017



Source: CMHC Rental Market Report, 2013 to 2017

Key trends:

In 2017, the vacancy rate in Halton Hills was the lowest at 0.1 per cent, a decrease of 0.5 per cent from 2016. The vacancy rates for the town of Milton and Oakville decreased to 0.7 per cent and 0.9 per cent, respectively. Burlington's vacancy rate increased by 0.3 per cent to 1.3 per cent, but is still well below the 3 percent target.

Average rent & total units by housing type in Halton, 2013-2017

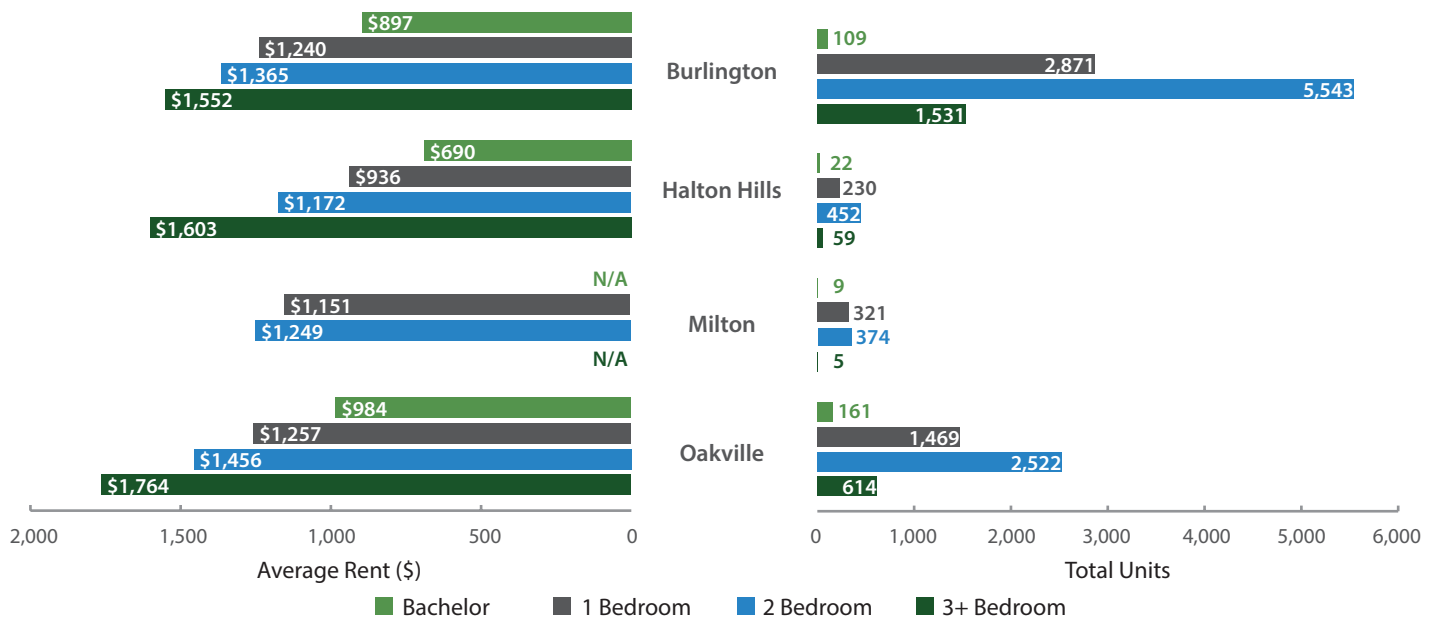
	2017		2016		2015		2014		2013	
	Average Rent	Total Units	Average Rent	Total Units	Average Rent	Total Units	Average Rent	Total Units	Average Rent	Total Units
Bachelor	\$916	301	\$905	296	\$878	296	\$891	298	\$878	290
1 Bedroom	\$1,222	4,891	\$1,158	4,888	\$1,118	4,854	\$1,078	4,766	\$1,032	4,767
2 Bedroom	\$1,374	8,891	\$1,318	8,891	\$1,281	8,735	\$1,229	8,705	\$1,185	8,647
3 Bedroom+	\$1,612	2,209	\$1,515	2,202	\$1,448	2,232	\$1,402	2,236	\$1,355	2,240
Total	\$1,356	16,292	\$1,290	16,122	\$1,250	16,117	\$1,201	16,005	\$1,154	15,984

Source: CMHC Rental Market Report, 2013 to 2017

The average market rent (AMR) across all unit types has been steadily increasing over the past five years. In 2017, Halton's AMR ranged from \$1,222 for 1 bedrooms to \$1,612 for 3+ bedroom units (not including the limited number of bachelor units). The highest change in rent occurred in 3+ bedroom unit types from 2016 to 2017 (at 6.4 per cent). The AMR across the Region increased 5.1 per cent. As indicated, these averages do not include condominium rental units or any other rental accommodation that is not purpose-built.

The average market rents for Halton Region continue to be above the assisted rental threshold identified in Halton's Housing Model. The total number of private townhouse and apartments increased in 2017 by 170 units. This was the highest increase since 2013. The most frequent unit type in Halton is 2 bedroom, followed by 1 bedroom. Rental stock is limited for bachelor and 3+ bedroom units.

Average rent & total units by unit type and Local Municipality, 2017



Source: CMHC Rental Market Report, 2017

Oakville and Burlington have the highest average rent in the Halton Region, similar to previous years. Rent increases in 2017 compared to 2016 were as follows:

- Burlington: 6.4%
- Halton Hills: 1.5%
- Milton: 2.0%
- Oakville: 3.6%

Burlington has the highest number of purpose built rental units, representing 61.7 per cent, followed by Oakville with 29.3 per cent.

This section focuses on the non-market side of the housing continuum where government-funded programs and services are needed to enhance affordability for Halton's residents (see page 2).

Halton Region plays a direct role in the assisted housing area, recognizing that people move back and forth across the housing continuum, depending on their personal circumstances.

Assisted Housing

Assisted housing plays an important role in helping low and moderate income individuals and families obtain housing that is stable and secure. Assisted housing mostly relates to rental accommodation, but also includes homeownership assistance when government funding is used. The assistance may come in the form of capital programs, operating subsidy to housing providers and rental subsidy to eligible households.

Assisted Housing Administered by Halton Region

Halton Region administers 3,981 assisted rental housing units. Most of these units are governed under social housing legislation (3,679 or 93 per cent). The 3,981 units are located in 58 housing communities, owned and operated by 26 non-profit co-operative and private sector housing providers, including Halton Community Housing Corporation (HCHC).

Halton Region provides rent-geared-to-income (RGI) assistance to 3,172 households living in these communities. RGI recipients are selected from the Halton Access to Community Housing (HATCH) wait list.

With the expiry of operating agreements for Federal housing providers, the total number of assisted housing stock in Halton, administered by Halton Region declined in 2017. The recent National Housing Strategy announced by the Federal government commits to protect low-income families and preserve the existing social housing stock by providing an investment in a new Canada Community Housing Initiative. A new Federal Community Housing Initiative will also be implemented to assist federal providers with expiring operating agreements.

New Assisted Housing Opportunities Since 2008

As reflected in the graph on page 19, Halton Region has created a total of 1,574 new housing opportunities since 2008, including:

- 422 new rental units
- 17 secondary suites
- more than 900 additional rent supplements and Halton In-situ Program (HIP) housing allowances; and
- various emergency and transitional housing solutions.

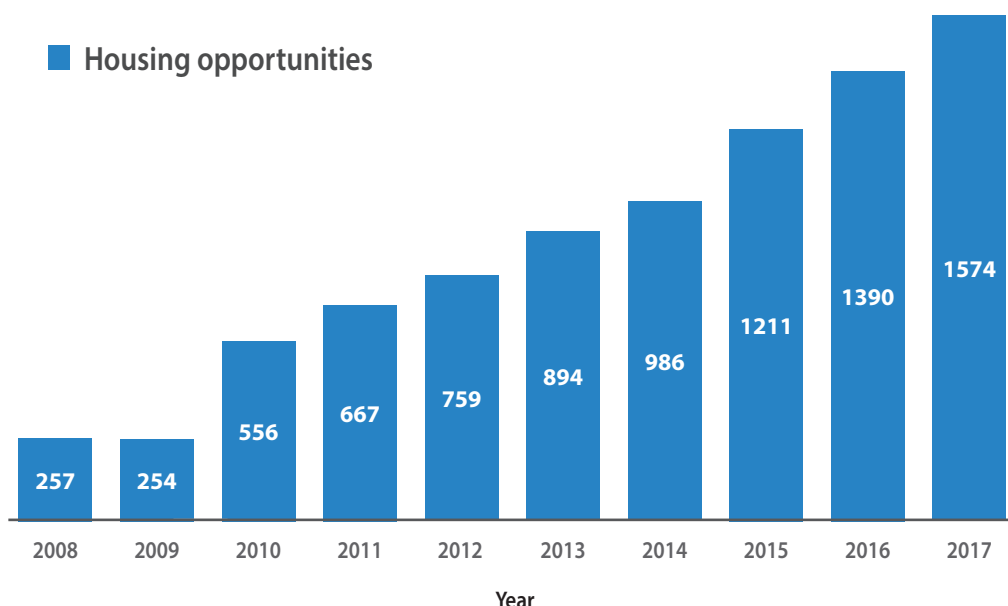
Halton Region's Comprehensive Housing Strategy Update – 2014- 2024 (CHS) sets a 10-year target to create 550 to 900 housing opportunities (new units and rent supplements / housing allowances). More than \$100 million in Regional multi-year funding is projected to enable the creation of 550 housing opportunities, with the understanding that the upper target of 900 can only be achieved with additional funding from federal and provincial governments. Since 2014 over 750 new housing opportunities have been created and this number continues to grow annually. In addition, Halton Region's Strategic Action Plan 2015-2018 identifies the delivery of new assisted housing opportunities as a key priority.

Halton Region utilizes the following delivery models for the creation of new housing opportunities under the CHS:

- Halton's Assisted Housing Framework (AHF), including a stream that enables Halton Region to purchase units for rent and a stream to encourage the creation of secondary suites.
- The Investment in Affordable Housing for Ontario (2014 Extension) program (IAH-E) and the 2016 Social Infrastructure Fund (SIF), including capital assistance for the creation of rental housing and secondary suites, as well as down-payment assistance to homeowners.
- The Halton In-situ Program (HIP), providing Halton applicants on the HATCH waitlist with a permanent, portable monthly housing allowance.
- The Halton Rent Assistance Program (HRAP), providing rent supplements that are in part used to enhance affordability of rental initiatives under AHF and IAH-E. The supplements are also used to support new innovative housing initiatives in the community.

New assisted housing opportunities in Halton

(total cumulative new opportunities since 2008)



Halton In-situ Program (HIP)

The Halton In-situ Program (HIP), launched in the fall of 2014, provides an income tested housing allowance (ranging from \$250 to \$850 per month) to qualified Halton applicants on the HATCH waitlist. The program is designed as a permanent and portable housing solution. The target is to provide at least 290 allowances by 2019. In 2017, 70 additional HIP housing allowances were provided to Halton residents on the HATCH waitlist. As of December 31, 2017, 299 Halton households were in receipt of HIP. This number continues to grow.

Rent Supplement

Halton Region operates various rent supplement programs in partnership with private-sector landlords. Under these programs, eligible households are sourced from the HATCH wait list and receive rental assistance. In 2017, Halton Region acquired an additional 79 rent supplement housing opportunities. Taking into account reductions in time limited Provincial funding, the rent supplement total at the end of 2017 was 670, including 276 funded through the Halton Rental Assistance Program (HRAP). This program was created in 2012 and provides Halton Region with additional options to enhance the affordability of new housing initiatives.

Special Needs Housing

Special needs housing includes housing that is accessible for people living with physical disabilities and housing that is tied to the provision of personal supports (supportive housing).

In 2016, Halton Region administered 267 wheelchair accessible units (of which 226 can be accessed through the HATCH wait list).

It is estimated that more than 30,000 Halton residents are living with physical difficulties that could impact their housing needs (Canadian Survey on Disability, 2012).

While changes to the Ontario Building Code (OBC) and the Accessibility for Ontarians with Disabilities Act (AODA) have

further enhanced barrier-free building design requirements in Ontario, there is a shortage of statistical data on the specific need for and production of accessible and adaptable housing units in the marketplace. This shortage can make it difficult for a municipality to know whether current policies and frameworks are sufficient to address the need.

In 2016, Halton Region continued to update its Assisted Housing Design Guidelines, including requirements related to accessibility. These guidelines are designed to inform the Region's new housing initiatives.

Homelessness

The primary causes of homelessness and the need for emergency shelter relate to unaffordable rents, mental health and addiction issues, family breakdown and loss of

employment. Halton Region operates and/or administers various support programs to proactively address these situations.

Initiative	2016 Achievements
Emergency Shelter	801 single clients were served (32 emergency shelter beds for singles supported by Salvation Army and the Canadian Mental Health Association) 85 families were served, an additional 80 were diverted from emergency shelter (Wesley Urban Ministries)
Housing Stability Fund	1746 housing crisis situations were resolved through outreach and funding, including rental deposits, rental arrears, utility cost arrears, eviction, moving/storage costs and provision of essential furniture/beds
Halton Housing Help	1920 clients were assisted with finding affordable rental housing in the private marketplace and an additional 258 clients received intensive customized supports
Housing First	23 chronically homeless households were assisted with the provision of permanent housing with individualized support services
Housing with Related Supports	152 subsidized beds across the Region were made available by the Region, operated by housing providers who provide supports to residents at risk of homelessness



MEMORANDUM

TO: Chair and Members of the Planning, Public Works and Transportation Committee

FROM: Wendy O'Donnell, Deputy Treasurer and Manager of Revenue and Taxation

DATE: November 12, 2018

MEMORANDUM NO.: CORPSERV-2018-0004

RE: 2019 Rates and Fees

PURPOSE OF THE MEMORANDUM:

To provide notification for the December 17, 2018 Public Meeting on Building Services 2019 Rates and Fees.

BACKGROUND:

The Building Code requires that the Town hold a public meeting when introducing or changing building permit fees. The Town must give a minimum of 21 days' notice in the local newspaper prior to the public meeting. The notice must include the proposed changes in fees, the intention of the Town to pass the By-law to implement the proposed changes and that detailed information about the proposed fee changes is available to the public upon request.

COMMENTS:

Due to the limited number of Council meetings remaining in 2018 as a result of the election, staff will be holding the Statutory Public Meeting on December 17, 2018. The Staff report and By-law, which will also be presented on December 17, will recommend that Council approves the proposed rates and fees effective January 1, 2019.

Building staff is recommending an increase of 1.5% for the Building Permit Fees based on a full cost recovery approach. The proposed increase in fees does not exceed the increase rate recommended by the 2016 User Fees Update Report.

Prior to the public meeting, any person or organization that contacts the Building Division will be provided with all relevant information about the proposed changes to the fees.

CONCLUSION:

Rates and fees are important sources of revenue for the Town of Halton Hills. Approval of the proposed rates and fees at the December 17, 2018 Council meeting will ensure that the new rates are effective January 1, 2019.

Reviewed and Approved by,

A handwritten signature in cursive script, appearing to read "Jane Diamanti".

Jane Diamanti, Commissioner of Corporate Services

A handwritten signature in cursive script, appearing to read "Brent Marshall".

Brent Marshall, CAO