

PLANNING, PUBLIC WORKS AND TRANSPORTATION COMMITTEE AGENDA

Meeting #: PPT-07-2019
Date: Tuesday, May 14, 2019, 3:30 p.m.
Location: Halton Hills Town Hall, Council Chambers
1 Halton Hills Drive
Members: Mayor R. Bonnette, Councillor C. Somerville, Councillor J. Fogal,
Councillor M. Albano, Councillor B. Lewis, Councillor M. Johnson,
Councillor B. Inglis

Pages

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

Vet Reports to be considered by the Planning, Public Works and Transportation Committee.

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

- | | | |
|------|------------------------------------------------------------------------------------------------------------------------------------------------------------|----|
| a. | <u>REPORT NO. TPW-2019-0014</u>
TRANSPORTATION AND PUBLIC WORKS REPORT NO. TPW-2019-0014 dated April 29, 2019 regarding Trucking Strategy Study. | 3 |
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| b. | <u>REPORT NO. TPW-2019-0015</u>
TRANSPORTATION AND PUBLIC WORKS REPORT NO. TPW-2019-0015 dated April 30, 2019 regarding Transportation Strategy Update. | 20 |

c. REPORT NO. TPW 2019-0016

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TRANSPORTATION AND PUBLIC WORKS REPORT NO. TPW 2019-0016 dated May 2, 2019 regarding Affordable Housing in Halton Hills.

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, and Transportation Committee

REPORT FROM: Maureen Van Ravens, Manager of Transportation

DATE: April 29, 2019

REPORT NO.: TPW-2019-0014

RE: Trucking Strategy Study

RECOMMENDATION:

THAT Report No. TPW-2019-0014, dated April 29, 2019, regarding the Trucking Strategy Study, be received;

AND FURTHER THAT Council approve the Improvement Strategies recommended in the Trucking Strategy Study indicated in the Executive Summary in Attachment 1;

AND FURTHER THAT the Mayor write a letter to the Minister of Transportation advocating for the implementation of the Truck Inspection Station and Acton By-Pass Feasibility Study and necessary funding;

AND FURTHER THAT staff be authorized to initiate the improvement strategies in the Trucking Strategy Study;

AND FURTHER THAT staff be authorized to install truck permissive signs along designated truck routes utilizing funds previously approved in the 2018 capital budget;

AND FURTHER THAT the Trucking Strategy Study be forwarded to staff at the Ministry of Transportation of Ontario, Halton Region, Town of Milton, Town of Erin and County of Wellington, Ted Arnott, MPP Wellington-Halton Hills and Gary Carr, Chair of Halton Region for their information.

BACKGROUND:

Report No. INF-2014-0015 summarized specific truck traffic issues and efforts of staff and Elected Officials to address these issues at both the local level and through advocacy for a greater involvement from the Provincial Government.

Since 2014, the Town of Halton Hills has continued to experience significant truck traffic associated with local aggregate quarries and other quarries north and west of Halton

Region, as well as an increase in the volume of trucks hauling surplus fill material to construction sites outside of Halton Region. The resultant levels of truck traffic on the municipal roads and overall transportation network causes traffic congestion, safety concerns, and quality of life impacts associated with noise, dust, odour, and emissions.

Through report P&I-2016-0026 and subsequent report P&I -2016-0066, staff advised Council of the future development of a Trucking Strategy Study and the consultant, WSP Canada Inc., that would be undertaking the study.

The study continues the work identified in the Town's 2011 Transportation Master Plan which indicates that efficient and reliable goods movement is fundamental to maintain a strong economy and ensuring a healthy community. It also supports the implementation of the strategic actions under the priority of Transportation/Mobility as part of the 2014-2018 Top 8 Strategic Priorities which included the development of a long-term Truck Movement Strategy for the Town.

COMMENTS:

The Trucking Strategy Study as indicated in the detailed Executive Summary in Attachment 1 supports the economic development and employment opportunities while balancing the needs of the community in Halton Hills. Throughout the duration of the study, key areas such as Safety, Infrastructure, Environmental, Social, and Economic aspects were considered and balanced through a proactive consultation program used to engage residents, businesses, stakeholders, technical agencies, Senior Management, and Elected Officials.

Study Approach

The trucking concerns in the community generally relate to the movement of aggregates to construction markets located in the Greater Toronto Area (GTA) and movement of fill from the construction markets to disposal sites located to the north and northwest of the Town.

The major roads through the Town are under the jurisdiction of the Ministry of Transportation of Ontario (MTO) and Halton Region. These roads permit the movement of heavy trucks through the community, which restricts the Town's ability to control heavy truck movements. The highest volume roads located within the Town's municipal boundary include Highway 401 and Highway 7.

Highway 7 is under the jurisdiction of MTO outside of the urban areas of Acton and Georgetown, and is designated as a Connecting Link through the urban areas. The Connecting Link designation requires the Town to maintain and operate the highway; however the operation of vehicular traffic including truck movements is still controlled and permitted by MTO.

The trucking issues are most evident along the Highway 7 corridor, in particular through the urban areas, including Acton, Georgetown, and Norval.

The urban area of Acton and its downtown core is not suitable for the movement of heavy trucks. Highway 7 (Connecting Link) through the downtown core has narrow travel lanes, residential dwellings and curb-faced sidewalks that service high pedestrian volumes. Heavy trucks traversing through Downtown Acton frequently encroach onto the opposing travel lanes and mount curbs at the Main/Mill intersection. These issues reduce the safety of vulnerable road users, such as pedestrians and cyclists.

As in Acton, many of the same geometric conditions exist in Norval making it challenging for trucks to navigate the main intersection of Highway 7/Bovaird Drive and Winston Churchill Boulevard/Adamson Street. To alleviate some of the issues the Region of Peel and Halton Region will be implementing truck turning restrictions. In addition, Halton Region will be initiating the Norval West By-Pass environmental assessment to provide a new road connection between Highway 7 and 10 Side Road, west of Norval.

The noise, vibration, and pollution impacts generated by heavy trucks negatively impact the quality of life within the community. Without alternative routes around the urban areas, heavy trucks continue to negatively affect these heavily populated urban areas.

The study approach included the Five E's: Engagement, Engineering, Enforcement, Education, and Evaluation.

Engagement was undertaken through a comprehensive consultation program that engaged decision makers, residents, businesses, stakeholders, and technical agencies. Engineering included identification of infrastructure improvements to support truck movements on a preferred truck route network. Enforcement focused on the opportunities to construct a truck inspection station and increase the number of truck safety blitzes in the community. Education identified methods to educate road users about the truck network. Evaluation process includes monitoring and management of short-term and long-term improvement strategies.

Recommended Improvement Strategies

The Trucking Strategy Study developed a series of improvement strategies and recommendations that can be implemented in the short term, medium term, and long term. These improvement strategies focused in the Five (5) E's and have been based on extensive public consultation. The recommended list of improvement strategies are indicated as follows:

- Establish Trucking Advisory Committee for 2 years (include Police Services, road authorities, major trucking companies, and Council members)
- Continue Engagement with Halton Region, Province and Federal Government (Road transfers and infrastructure funding)
- Install Truck Permissive Signage (preferred Truck route network)
- Review truck routes through the Road Rationalization process

- Review Bypass Options on New and Existing Corridors (i.e. identify study areas to be reviewed, as per the attached map in the Executive Summary)
- Establish Truck Network Maps (i.e. use of GIS and GPS technologies)
- Implement a Permanent Inspection Station at the Highway 7/Sixth Line northeast corner (i.e. MTO engagement)
- Increase Truck Safety Blitzes (i.e. additional Commercial Motor Vehicle Enforcement Officers)
- Educate all users of the Truck Route Network
- Streamline Oversize/Overweight Heavy Truck Permit Process (i.e. inter-jurisdictional cooperation with road authorities)
- Establish a Performance Measurement System (i.e. tracking system for trucking related projects and issues)

Public and Technical Agency/Stakeholders Consultation Summary

The Trucking Strategy consultation and engagement plan was developed to obtain input from the public and over the duration of the study. The input received established realistic and feasible recommendations which are reflective of the interests and priorities within our community.

Throughout the duration of the study, extensive consultation took place that involved the public, businesses, technical agencies, key stakeholders, and Elected Officials. Staff and the consulting team used a variety of options to highlight the project and gather information such as a project webpage, project email, social media, promotional materials, local signage, and electronic signs.

At the onset of the project, the project webpage was created which provided information about the study and opportunities for the public to provide feedback or ask questions either through email or an online survey. The online survey was available to the public between March 2017 and August 2017. The survey focused on questions related to the trucking issues. There were 291 responses received, 87 percent (%) of the respondents were residents, while 5 percent (%) were local business owners. The trucking concerns identified by the community include speed, volume, road safety, noise and vibrations, time-of-day restrictions, environment, congestion, and quality of life.

The project team held two (2) public open houses in May 2017 and another two (2) public open houses in November 2017 to gather the public's input.

The project team engaged the technical agencies which included the Halton Regional Police Services, Halton Region, Halton School Boards, Local municipalities within Halton Region, surrounding Municipalities, Conservation Authorities, Transport Canada, CN Rail, Metrolinx, and MTO. The project team also engaged key Stakeholders which included the BIA, local businesses, aggregate companies, and local and surrounding trucking companies. Two (2) workshops were held in May 2017 and November 2017.

In addition, on February 28, 2019 staff met with Wellington County and the Town of Erin to discuss the proposed recommendations and implementation strategies within the Trucking Strategy Study and the next steps in the process to initiate the Acton By-pass Feasibility Study.

MTO Advocacy and Consultation

For many years, prior to the commencement of the Trucking Strategy Study, the Town has advocated to the MTO to address the traffic congestion and, in particular, trucks in the urban and hamlets communities in Halton Hills within the Connecting Link along Highway 7.

Staff along with our Elected Officials have met and presented to various Ministers and MTO staff on the on-going safety concerns as it relates to truck traffic in our urban and hamlet areas in the community. In addition, numerous letters have been provided advocating for a long term solution to address truck traffic. The Town's 2011 Transportation Master Plan and Halton Region's Transportation Master Plan indicated the need for a by-pass in Acton to address both capacity and truck issues.

Through the development of the Terms of Reference for the Truck Strategy, the Town of Halton Hills requested both participation and financial support from the MTO. At the time it was the MTO's position that staff would participate and comment on the study but would not provide any financial support.

Throughout the duration of the study, MTO staff attended the technical agency workshops and was provided presentation materials.

On January 17, 2019, staff met with the MTO to discuss the proposed recommendations and implementation strategies within the Trucking Strategy Study and the next steps in the process. In particular, the Town staff focused on the implementation of a truck inspection station on Highway 7 and the continual need for an Acton By-pass and the initiation of a feasibility study. Staff requested MTO's participation and financial commitment to initiate the study.

In addition, a letter was sent by the Commissioner of Transportation and Public Works to the Regional Director at the MTO with a final hard copy of the Trucking Strategy Study and further requesting the MTO to consider their role in the next phase of the study as it relates to the Acton By-pass. An electronic copy of the study was provided to MTO staff.

Next Steps

Following Council approval of the Trucking Strategy Study, staff will develop a work plan and necessary budget implications that addresses the list of improvement strategies within the Trucking Strategy Study. It is anticipated that staff will continue working with Halton Regional Police Services on Truck Safety Blitzes.

In addition, staff is requesting that the Mayor send a letter to the Minister of Transportation requesting the initiation of the Acton By-Pass Feasibility Study and partnership with a Truck Inspection Station on Highway 7.

RELATIONSHIP TO STRATEGIC PLAN:

Supports the strategic direction to Provide Sustainable Infrastructure and Services and aligns with the following Strategic Objectives:

H.1 To provide infrastructure and services that meets the needs of our community in an efficient, effective and environmentally sustainable manner.

H.4 To partner with other orders of government, and the private sector, to plan and finance infrastructure expansion and improvements.

Transportation/Mobility was identified as one of the Top 8 priorities within the 2014-2018 Strategic Action Plan. The following Strategic Action was identified:

E. Develop a long-term Truck Movement Strategy for the Town.

FINANCIAL IMPACT:

The Town's financial portion of the Acton By-pass Feasibility study has been previously approved through the 2018 capital budget; however the study was contingent on the outcomes of the Trucking Strategy Study before moving forward. Staff will continue to advocate and request that the MTO provide the necessary funding towards the cost of this study. The cost to implement truck permissive signing along the designated routes will be funded through the previously approved 2018 capital budget. All other costs to initiate and implement the improvement strategies within the Trucking Strategy Study will be requested through the 2020 capital and operating forecasted budget and considered through Budget Committee.

CONSULTATION:

Throughout the study, extensive consultation took place with Senior Management and the Elected Officials. A Council presentation was provided on May 9, 2017 to advise on the purpose and anticipated outcomes of the trucking strategy. In June 2017, individual interviews by Ward were held with each member of Council to receive input into the study. In November 2017, a presentation was made to Council on a proposed suite of strategies to address trucking concerns.

On March 4, 2019 and March 6, 2019, staff arranged meetings with the Mayor, Ward 1 and Ward 2 Councillors to provide an update on the Trucking Strategy Study. The meeting focused on the implementation of a truck inspection station and the continual need for the Acton By-Pass.

PUBLIC ENGAGEMENT:

Public engagement included the public, local businesses, technical agencies, and key stakeholders.

Staff held four (4) Public Information Centres throughout the duration of the study and two (2) Technical Agency and Stakeholders meetings. Overall, these sessions were well attended.

In addition, the “Let’s Talk Halton Hills” online platform was used to provide a survey to engage residents and receive their input.

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 the Social Well-being pillar of Sustainability and in summary the alignment of this report with the Community Sustainability Strategy is excellent.

COMMUNICATIONS:

A project webpage and Let’s Talk Halton Hills platform was created for the project and used to provide communication to the public. In addition, an online survey was created and input was received from the public.

All Public Information Centre details were posted on the Town’s webpage and advertised in the local newspapers. Notification of the report and final Trucking Strategy Study to the community will be undertaken via Council agenda and the Town’s website.

A copy of the Council report and final Trucking Strategy Study will be forwarded to the MTO, Halton Region, Town of Milton, Town of Erin, and County of Wellington.

CONCLUSION:

The Trucking Strategy Study supports the economic development and employment opportunities while balancing the needs of the community and improving the quality of life in Halton Hills.

The Trucking Strategy Study developed a series of improvement strategies and recommendations that can be implemented in the short term, medium term, and long term. These improvement strategies focused on the Five (5) E’s: Engagement, Engineering, Enforcement, Education, and Evaluation.

Following Council approval of the Trucking Strategy Study, staff will develop a work plan and necessary budget implications that address the list of improvement strategies within the Trucking Strategy Study.

As part of staff's revised work plan for 2019, staff will initiate the implementation of truck permissive signs this year. It is anticipated that it will take approximately 2 years to complete, subject to budget approval.

Reviewed and Approved by,

A handwritten signature in black ink, appearing to read "C. Mills", with a long horizontal stroke extending to the right.

Chris Mills, Commissioner of Transportation and Public Works

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

Brent Marshall, Chief Administrative Officer

TOWN OF HALTON HILLS TRUCKING STRATEGY STUDY

EXECUTIVE SUMMARY



WSP CANADA INC.

MARCH 26, 2019

Executive Summary

The overall objective of this study is to develop a trucking strategy that supports economic and employment activities, while balancing the needs of the community of Halton Hills. This includes developing long-term strategies for the safe and efficient movement of trucks which respect the road maintenance and safety needs of the Town. There are several trucking related issues this study seeks to address. These include:

- **Safety:** There are currently areas in Halton Hills which are unable to appropriately accommodate all road users on heavily used truck routes. There are additional perceived issues of trucks speeding on Halton Hills roads. There is a need to ensure trucking in Halton Hills is done safely on a preferred truck route network.
- **Infrastructure:** Heavy truck restrictions are used to protect road infrastructure that cannot bear heavy loads or where truck traffic is unsuitable. Infrastructure needs to be improved to accommodate a preferred truck route network and ensure better movement of trucks around urban areas in Halton Hills.
- **Environmental:** There are negative impacts from emissions generated from trucking activity in Halton Hills. There is a need to reduce trucking activity in urban areas to reduce negative environmental impacts.
- **Social:** There are positive social impacts of trucking in Halton Hills generated through employment opportunities related to the trucking industry, but also negative impacts of noise and vibrations. These social considerations have been taken into account in the development of improvement strategies.
- **Economic:** Trucking is necessary to support industry economic development and growth. There is a need to balance considerations of economic development and growth with the impacts large volumes of trucks have on urban and residential areas.

Over the course of the development of the Halton Hills Trucking Strategy Study a proactive consultation program was used to engage residents, businesses, stakeholders, technical agencies and decision makers. The large volume of trucks generated by these aggregate and fill activities have led to several concerns about the impact trucking is having on Halton Hills. These concerns include:

Table 1. Trucking Concerns in Halton Hills

Safety	Perceived speed of trucks, rolling terrain not suitable for trucks, proximity to sidewalks and safety at intersections and driveways.
Noise & Vibration	Noise and vibration impacts trucks have on the Halton Hills community.
Time-of-Day	Time-of-day restrictions and enforcement, specifically the lack of time-of-day restrictions on certain roadways.
Environment	The amount of pollution trucks generate to the Town of Halton Hills.
Congestion	Rolling terrain makes it challenging for trucks to accelerate after stopping at red signals thus, increasing congestion. Heavy truck traffic through busy urban areas also creates a perception of congestion.
Quality of Life	With the high volume of heavy truck traffic, residents feel they are losing a desired quality of life.

Throughout this study we refer to the Five E's or study outcomes, which are used to address the issues identified above related to trucking in Halton Hills. These Five E's include:



- **Engagement:** Undertaken through a comprehensive consultation program with decision makers, residents, businesses and stakeholders.
- **Engineering:** Identification of infrastructure improvements to support trucks on a preferred Truck Route Network.
- **Enforcement:** Identification of opportunities to construct a truck inspection station and increase the number of truck safety enforcement blitzes.
- **Education:** Identification of opportunities to clearly articulate the outcomes of the study including educating road users.
- **Evaluation:** Performance monitoring and management of improvement strategies.

Improvement Strategies

To address trucking related issues in Halton Hills a series of improvement strategies were developed. These improvement strategies focus on the Five E's and have been based on extensive public consultation with residents, businesses, stakeholders, technical agencies and decision makers. These improvement strategies have been informed by analysis of existing conditions and best practices from other peer jurisdictions. This section presents the improvement strategies for each of the Five E categories.

#	Improvement Strategy	Description
E1.1	Establish Trucking Advisory Committee for 2 Years	Establishing a Trucking Advisory Committee has the potential to develop a common vision for trucking in Halton Hills while promoting and advocating for the safe and efficient movement of goods. A Trucking Advisory Committee would function as a partnership, with committee members acting through consultation, regular communication and consensus-building. Membership of the Trucking Advisory Committee could include representatives from private and public sector organizations.
E1.2	Continue Engagement with Region, Province and Federal Government	Trucking within and through Halton Hills would benefit from ongoing engagement between government stakeholders, including: Regional (Road Rationalization), Provincial and Federal levels of government (ie. road transfers and infrastructure funding). Continuing engagement on trucking related issues will allow for a more coordinated approach to trucking issues, and exchange of information related to planning initiatives, coordinated funding and data sharing.
E1.3	Install Truck Permissive / Preferred Signage	Halton Hills has several roads which are preferable for truck use. Adopting a preferred truck route network could be implemented relatively quickly and be used as a tool to inform truck drivers and other road users. A preferred route network map may be a useful tool during enforcement and education programs.
E1.4	Road Rationalization	Through the consultation process in this study, several roads are recommended to be carried forward in the next Road Rationalization review due to their interaction with trucking needs in Halton Hills.
E2.1	Evaluate Bypass Options on New and Existing Corridors	There is a need for a bypass option around the downtown Acton urban area to alleviate trucking issues. The Provincial Connecting Link through downtown Acton is anticipated to be over capacity by 2031 requiring one additional lane in each direction. There are options for bypassing Acton to the north on new and existing corridors. Partnership with MTO is critical to the success of any future studies.



#	Improvement Strategy	Description
		<p>Do Nothing: The Connecting Link through downtown Acton, including Main Street North (Regional Road 25) and Mill Street East (Highway 7), is anticipated to be over capacity by 2031 requiring one additional lane in each direction. In the Do Nothing scenario the issues identified with trucking will worsen.</p> <p>New Corridor Bypass: An Acton Northern Bypass on new corridors connecting Guelph Street (Highway 7) to the West of Acton and Highway 7 between Third Line and Fourth Line to the east of Acton may be a possible alignment. This conceptual alignment is consistent with the 2011 Halton Hills TMP and would be subject to further study and approval by the MTO.</p> <p>Existing Corridor Bypass: Propose to reconstruct existing roads north of Acton to act as a bypass. Potential existing roadways to act as a bypass are shown in Figure 7. These corridors will need to be further evaluated in an Environmental Assessment.</p>
E2.2	Establish Truck Network Maps and Develop a Truck Map App	There are numerous benefits to establishing a preferred truck network. These benefits include increased safety, economic development opportunities, ability to direct land use development. Truck network maps have been established in the following order: Existing Conditions, Planned Improvements, and Proposed Strategies. These maps should be made available to industry through a truck map application in GIS/GPS format.
E3.1	Implement a Permanent Inspection Station	Halton Regional Police Service (HRPS) have indicated that Halton Hills lacks a safe inspection area in the northern part of the Town that can be used for truck inspections on a regular basis. A proposed location for a permanent truck inspection location is on the northeast corner of Highway 7 and Sixth Line. The ideal location for a truck inspection station is adjacent to part of the truck route network and central in Halton Hills so officers can guide trucks to the inspection station from various points across the Town to perform inspections in a safe location.
E3.2	Increase Truck Safety Blitzes	Continuing the truck safety blitzes which have been ongoing by HRPS has the potential to increase safety awareness and take unsafe trucks off the road. As was evident in the consultation process, safety is a primary concern with regards to trucking in Halton Hills.
E4.1	Educate Users of the Truck Route Network	Education and outreach related to trucking and goods movement activities among Halton Hills residents is beneficial to increase awareness of its importance to quality of life and economic opportunity. This may be a function of the Trucking Advisory Committee (E1.1).
E5.1	Streamline Special Permit Process	Firms involved in shipping goods will occasionally require special permits for certain trucking activities. There is a need for better coordination with Regional and Provincial levels of government to streamline the special permit process.
E5.2	Establish a Performance Measurement System	A performance measurement system will allow Halton Hills to track trucking related issues in the Town and ensure timely, accountable and transparent implementation of the recommended strategies.



Truck Network Maps

The purpose of the truck network maps is to provide Halton Hills and other stakeholders with information on the existing conditions, planned improvements, and proposed improvement strategies relating to trucking. There is a focus on capital and improvement strategies with the intent that these maps be used to update future Halton Hills TMPs, as well as other Regional plans and the Road Rationalization process.

The proposed truck route network is based on consultation and assessment of available truck network data. The truck route network has been proposed to allow for connectivity and directness of truck movements, while trying to minimize intrusions in residential areas. The base of the truck route network was established considering existing truck restrictions and jurisdictions, while at the same time proposing changes in truck restrictions on some roadways and changes in jurisdiction as part of the next Road Rationalization process.

The following provides a description of the four maps which have been produced:

- **Existing Conditions:** The existing conditions map provides information on current Halton Hills truck restrictions, roadway jurisdiction (including connecting links), railway alignments, truck inspection stations and location of licensed aggregate quarries and pits. This map is intended to be used to provide background information and an understanding current truck restrictions and jurisdictional boundaries.
- **Planned Improvements:** The planned improvements map provides information on currently programmed improvements from the Halton Region Roads Capital Projects (2018-2031). This map also includes information on other programmed improvements and feasibility studies.
- **Proposed Strategies:** The proposed strategies map provides graphical information for the proposed trucking improvement strategies. This includes information on potential bypass options on new and existing routes around Acton, railway grade separations, truck inspection stations, preferred truck route network and proposed roads for rationalization.
- **2031 Trucking Map:** The 2031 trucking map provides a view of the full build-out of proposed improvement strategies. This includes potential Acton bypass options for further study in an EA, Norval Bypass, railway grade separations, and the preferred truck route network. It is anticipated that Halton Region will commence with the EA for the Norval Bypass in 2019.



Figure 1. Halton Hills Trucking Map – Existing Conditions and Proposed Quarries

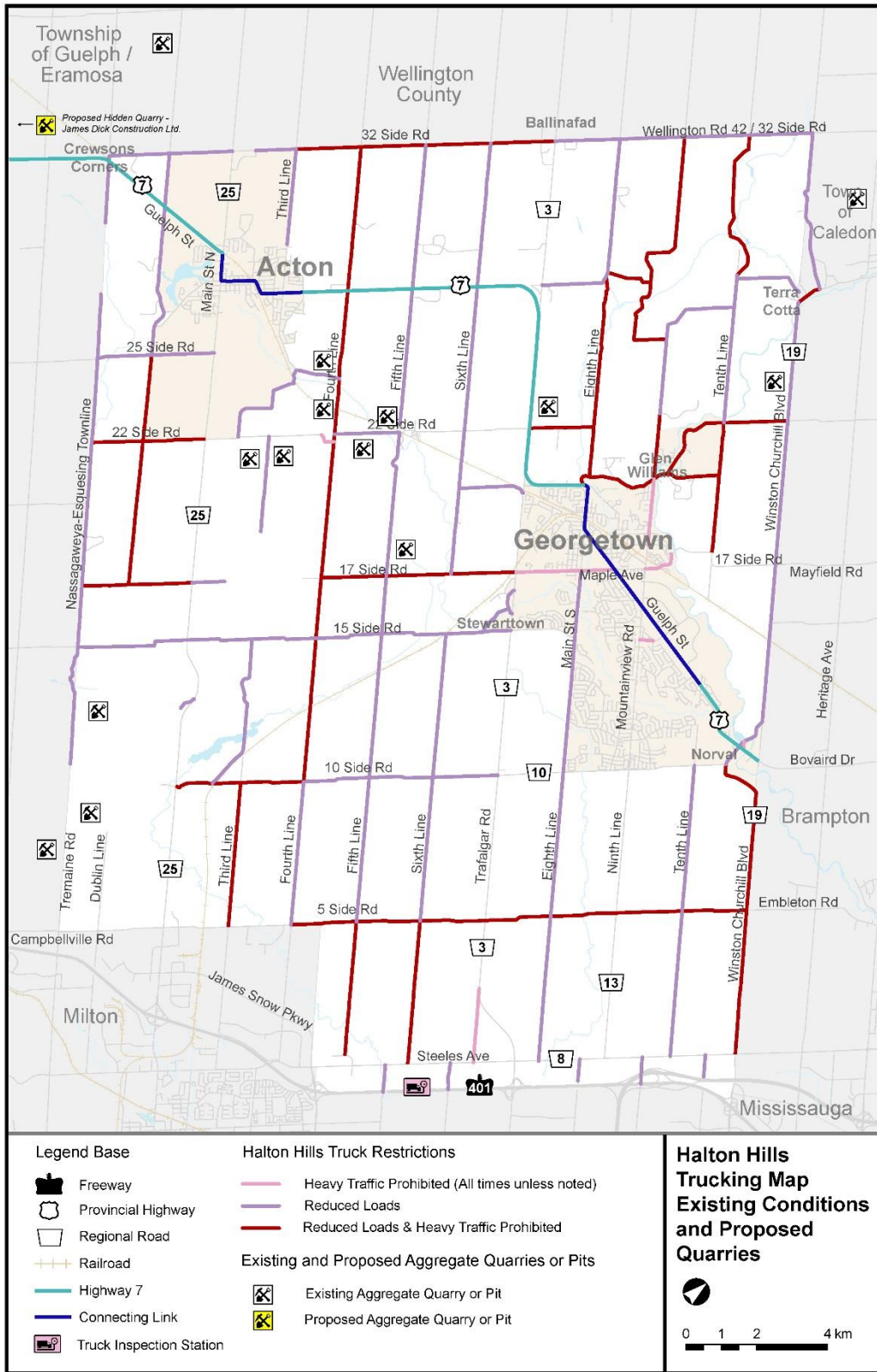


Figure 2. Halton Hills Trucking Map – Planned Improvements

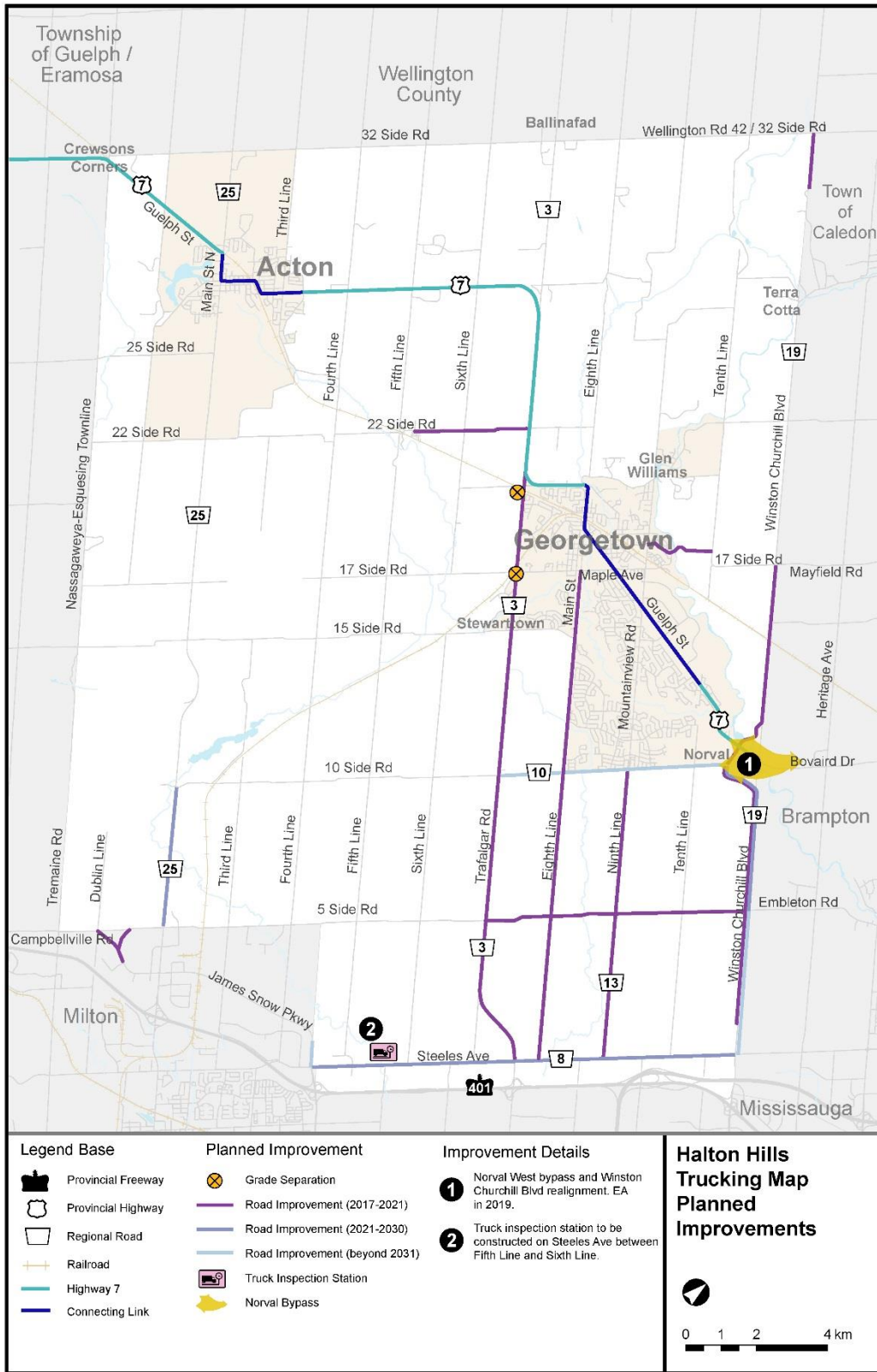


Figure 3. Halton Hills Trucking Map – Proposed Strategies and Roads to be Evaluated

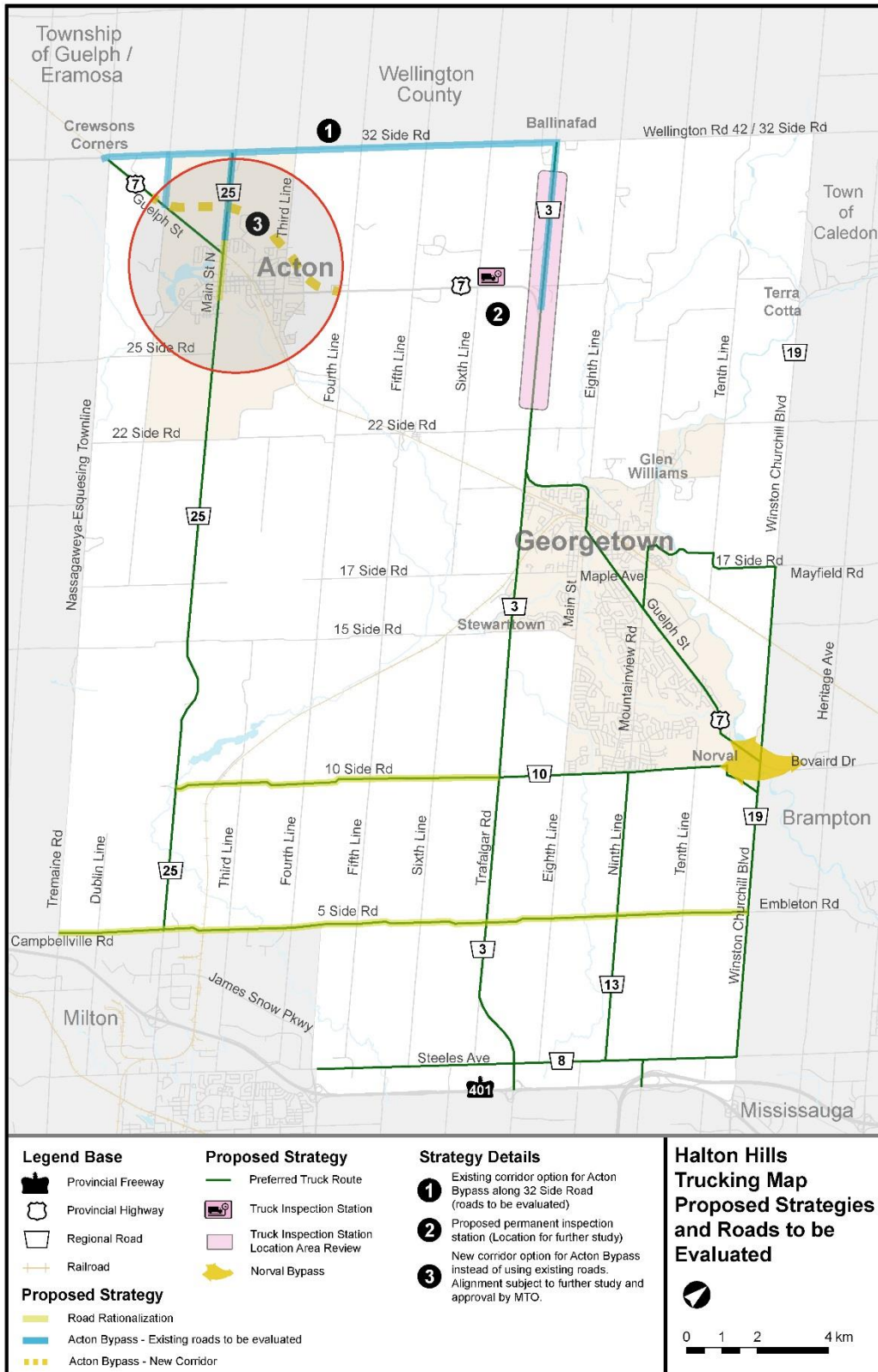
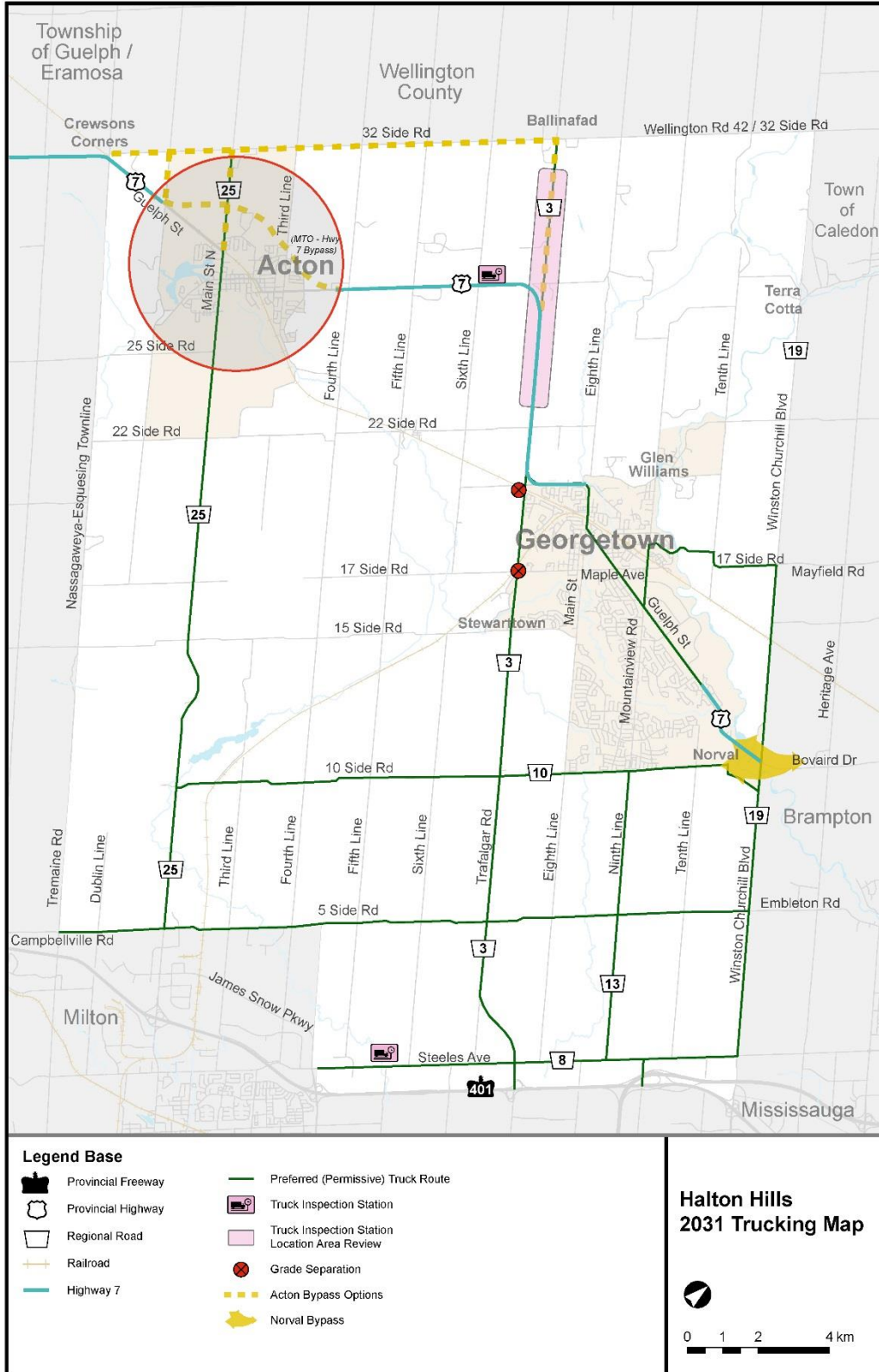


Figure 4. Halton Hills – 2031 Trucking Map



REPORT

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

REPORT FROM: Rob Stribbell, Transportation Planner

DATE: April 30, 2019

REPORT NO.: TPW-2019-0015

RE: Transportation Strategy Update

RECOMMENDATION:

THAT Report No. TPW-2019-0015, dated April 30, 2019 regarding the Town of Halton Hills Transportation Strategy Update, be received.

BACKGROUND:

Through Report PI-2016-0025 staff presented the Transportation Strategy to the Community Affairs Committee. The report outlined how various plans, policies, strategies, and documents that guide transportation in Halton Hills, work together to form the Transportation Strategy for the Town. The purpose of this report is to provide an update on the status and timing of various aspects of the Transportation Strategy for the Town of Halton Hills.

In addition, the report indicated that in order to achieve many of the strategic action items identified under the 2014-2018 strategic priority for Transportation Mobility, a logical work plan needed to be established.

Cycling Master Plan

The 2010 Halton Hills Cycling Master Plan, an update to the 1999 Trails and Cycling Master Plan, was developed to guide the implementation of a town-wide cycling system. The Halton Hills Cycling Master Plan study was initiated in 2009 in response to policy initiatives including the Halton Hills Official Plan Consolidation (2008), which called for the consideration of non-motorized movement in existing and new developments, and the promotion of connectivity, mobility, and pedestrian and transit-oriented development.

The Cycling Master Plan has guided staff in adding cycling infrastructure in the Town. The completion of the Active Transportation Master Plan scheduled for the end of 2019

will replace the Cycling Master Plan but will continue to encourage and promote cycling in the Town.

The Town of Halton Hills Transportation Master Plan

In 2011, the Town completed its first comprehensive Transportation Master Plan (TMP) study to develop an integrated transportation plan and associated strategies to meet the transportation challenges facing the Town to the year 2031, including those arising from Vision Georgetown. The TMP describes, anticipates, and plans for the movement of people and goods in a multi-modal, accessible transportation system.

Integrated Community Sustainability Strategy

Imagine Halton Hills, the Town's Integrated Community Sustainability Strategy, includes a long-term community vision to the year 2060 which is supported by individual visions for the four pillars of sustainability: Cultural Vibrancy, Economic Prosperity, Environmental Health, and Social Well-being. Each of these pillars is equally important and includes several focus areas, goals, and indicators. Transportation is identified as a focus area under the pillar of Social Well-being.

ActiVan Master Plan

The ActiVan Master Plan was developed to address the forecasted growth in the senior population and the requirements of the Accessibility for Ontarians with Disabilities Act (AODA). As part of this plan, it also explored options for expanding transit services to youth. In 2016 the Town implemented the Youth Taxi Scrip Program.

In June 2018, the provider of the ActiVan service ceased operations, which led to the Town of Halton Hills assuming responsibility for the ActiVan service. Operators of the service are employed by the Town and all operations are done in-house as part of a 2-year trial period.

Vision Georgetown Secondary Plan

On July 9, 2018, Council for the Town of Halton Hills adopted a by-law for the Official Plan Amendment No. 32 regarding the Vision Georgetown Secondary Plan. The Vision Georgetown Secondary Plan aims to establish a transportation system that safely and efficiently accommodates different forms of travel (including automobiles, walking, and cycling) and plans for future public transit.

COMMENTS:

Through Report PI-2016-0025, dated May 17, 2016, Town staff outlined that in order to meet all of the goals and objectives in the Town's Strategic Action Plan and other approved plans, a systematic and logical work plan needed to be established.

This report depicts how various studies and plans help form the overall Transportation Strategy and outlined below is the progress to-date and the next steps required for the work plan.

Trucking Strategy

The 2014-2018 Strategic Action Plan directs staff to develop a long-term Truck Movement Strategy for the Town. The Trucking Strategy Study supports the economic development and employment opportunities while balancing the needs of the community and improving the quality of life in Halton Hills.

It developed a series of improvement strategies and recommendations that can be implemented in the short term, medium term, and long term and is being presented in tandem with this report to Committee. The implementation of some of the improvement strategies will commence this year.

Transit Service Strategy

The 2014-2018 Strategic Action Plan directs staff to develop a Public Transit Strategy to address the needs of all potential users, prior to or as part of the Transportation Master Plan Update. The Transit Service Strategy was initiated in 2017. Through consultation with the public, stakeholders, and relevant agencies, Town staff are developing a made in Halton Hills approach to transit which will serve the needs of the community. The final recommendations of the Transit Service Strategy are expected to be presented to Council in June 2019.

Active Transportation Master Plan

The 2014-2018 Strategic Action Plan directs staff to develop an Active Transportation Plan, prior to or as part of the Transportation Master Plan Update, to support and encourage the use of all active modes of transportation. The Active Transportation Master Plan was initiated in 2018 and is currently in Phase 1 of 4. As part of the development of the Active Transportation Master Plan, Town staff will be consulting and engaging Council and the Public through Public Information Centres (PIC) and presentations at Council. The first PIC was on May 1, 2019. The Town will also utilize the 'Let's Talk Halton Hills' public engagement platform to seek comments and feedback where necessary. Through the Active Transportation Master Plan development process, the Town will also develop a complete streets policy that will be implemented Town wide. It is anticipated that the study will be completed in December 2019.

Transportation Master Plan Update

The Town of Halton Hills Transportation Master Plan (TMP) uses transportation model assumptions reflective of the Halton Regional TMP including population, employment land use forecasts, future road network information, future modal splits, as well as utilizing Halton Region's model for travel demand analysis. An updated model and data for new planning timeframes must be available to draw from in order to conduct a meaningful update to the current TMP. As such, the Town staff will defer the update to the Town's Transportation Master Plan until such time that Halton Region has completed the update to their own TMP which is scheduled to be completed in late 2020.

Eighth Line Environmental Assessment

The Eighth Line Class EA was initiated in 2018 and will evaluate traffic capacity, travel demand management measures, safety issues, natural environment impacts, land use implications, transit, and active transportation considerations along the Eighth Line Corridor. The possible improvements include widening Eighth Line from Steeles Avenue to Maple Avenue from two (2) to four (4) lanes, and consideration of all modes of transportation including active transportation and transit.

Mill Street Corridor Precinct Neighbourhood Study

The purpose of the Mill Street Corridor Precinct Neighbourhood Study is to develop a plan and preliminary designs that reflect the goals of the Georgetown GO Station Area Secondary Plan and addresses infrastructure issues in the neighbourhood. The study was initiated in the summer of 2018 and is currently in Phase 3 of 4. In this phase the preferred alternative will be identified by Town staff and the Consultant and will be presented to Council and the Public. Phase 4 will include an analysis of Public and Council feedback on preliminary design solutions and a final study and recommendations report incorporating all summary reports prepared in Phases 1-3 will be presented. The study is scheduled to be completed by fall 2019.

GTA West/Norval West By-Pass

In December 2015, the Province suspended its work on the Environmental Assessment of the Greater Toronto Area West Highway Corridor (GTA West). An advisory panel was appointed to assist the ministry in reviewing the GTA West project. The panel was tasked with providing advice on the need for the GTA West corridor, in light of recent changes in government policy and transportation technology that could impact the demand for travel. In February 2018, the Province announced that it will not proceed with an Environmental Assessment for a proposed highway in the GTA West corridor but will still provide for corridor protection in the area in order to meet future infrastructure needs.

In November 2018, the Province announced that it will be resuming the suspended Environmental Assessment of the GTA West corridor. However, no further information has been provided. Town staff will continue to monitor any changes to the GTA West corridor.

The Norval West By-Pass lead by Halton Region was put on hold due to the pending outcome of the GTA West corridor. Town staff has received a commitment from Halton Region that they will commence with the Norval West By-Pass EA study in 2019. The focus of the Norval West By-Pass is to establish a road link from Highway 7 to 10 Side Road, west of Norval. Staff will be participating in the study and will provide updates to Council when appropriate.

RELATIONSHIP TO STRATEGIC PLAN:

The recommendations of this report directly support the following Strategic Directions, Goals and Objectives of the Town of Halton Hills Strategic Plan:

Transportation/Mobility was identified as a strategic priority as part of the 2014-2018 Top 8 Strategic Priorities.

The following Strategic Actions support this report:

- C.** Plan and design the Vision Georgetown community to be 'transit ready' and to foster active transportation.
- D.** Develop an Active Transportation Plan, prior to or as part of the Transportation Master Plan update, to support and encourage the use of all active modes of transportation.
- E.** Develop a long-term Truck Movement Strategy for the Town that respects the road maintenance and safety needs of Halton Hills.
- F.** Develop a Public Transit Strategy to address the needs of all potential users, prior to or as part of the Transportation Master Plan Update.
- G.** Continue to advocate for and protect the Town's long-term transportation and land use planning objectives through active participation in the GTA West Environmental Assessment process.

FINANCIAL IMPACT:

The various elements of the Transportation Strategy work plan outlined in this report have been included in the Town's Capital Budget and have been implemented at appropriate timeframes for each individual project.

CONSULTATION:

Staff internal to the department were consulted on the preparation of this report.

PUBLIC ENGAGEMENT:

As the various studies and work that forms the Transportation Strategy is completed, the appropriate public engagement for each project will be completed. This will include utilizing the Town's online engagement tool 'Let's Talk Halton Hills.'

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 the Cultural Vibrancy, Economic Prosperity, Environmental Health, and Social Well-being pillars of Sustainability and in summary the alignment of this report with the Community Sustainability Strategy is excellent.

COMMUNICATIONS:

For all individual studies, the necessary public engagement will take place. The Let's Talk Halton Hills platform is being utilized to inform the public and seek feedback as necessary.

CONCLUSION:

The Town's Transportation Strategy refers to the various plans, policies, strategies, and documents that guide transportation in Halton Hills, and how they work together.

A number of actions from the 2011 TMP have been advanced and are nearing completion. Once these actions are completed, Town staff will be in a position to move forward with the update to the 2011 TMP which is tentatively scheduled to start in 2020.

The work completed as part of the Transit Service Strategy (2017), Trucking Strategy (2016), and Active Transportation Master Plan (2018), as well as other related plans, policies, and projects help form the transportation work plan and will feed into the Transportation Master Plan Update which is scheduled to commence in late 2020.

Reviewed and Approved by,

A handwritten signature in black ink, appearing to read "Maureen Van Ravens". The script is cursive and fluid.

Maureen Van Ravens, Manager of Transportation

A handwritten signature in black ink, appearing to read "C. Mills". The signature is stylized with a large, sweeping initial.

Chris Mills, Commissioner of Transportation and Public Works

A handwritten signature in black ink, appearing to read "Brent Marshall". The signature is written in a cursive, slightly slanted style.

Brent Marshall, Chief Administrative Officer

REPORT

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

REPORT FROM: Steve Burke, MCIP, RPP, Manager of Special Projects and Research

DATE: May 2, 2019

REPORT NO.: TPW-2019-0016

RE: Affordable Housing in Halton Hills

RECOMMENDATION:

THAT Report TPW-2019-0016 dated May 2, 2019, regarding Affordable Housing in Halton Hills, be received;

AND FURTHER THAT Council direct staff to take the short-term actions outlined in this report in order to address the issue of housing affordability in Halton Hills, beginning with the creation of an Affordable Housing Working Group;

AND FURTHER THAT the valuable work of the Halton Hills Housing Task Force contained in the report entitled "Housing in Halton Hills: Opportunities for Attainable Housing" (attached as Schedule Two to this report), be acknowledged, and opportunities sought to build a partnership with the Task Force;

AND FURTHER THAT the Affordable Housing Working Group review "More Homes, More Choice: Ontario's Housing Supply Action Plan" released by the Province on May 2, 2019 as part of its mandate;

AND FURTHER THAT Council direct staff to report back on the status of the implementation of the actions outlined in this report and the proposed Terms of Reference and composition of the Affordable Housing Working Group, at the appropriate time.

BACKGROUND:

The purpose of this report is to:

- provide an overview of the affordable housing issue in Halton Hills, focusing on the key players and their respective roles; and,
- Set out a 'road map' to direct future efforts of the Town to address the issue of housing affordability, primarily assisted housing, in Halton Hills.

This report is not intended to provide a statistical overview of affordable housing need (i.e. demand) or supply in the Town, some of which was provided in previous reports to Council on the Region of Halton **State of Housing Report** (i.e. PLS-2018-0082).

An Overview of Affordable Housing in Halton Hills

1.0 *The Playing Field:*

Before discussing some of the players and relevant details of the affordable housing issue in Halton Hills, it is important to provide the context in which the issue sits. **Figure 1** is the Housing Continuum used by the Region of Halton. It illustrates the spectrum of housing need from homelessness to obtaining housing in the private market; with special needs housing (i.e. emergency shelters, supportive housing); assisted/non-profit housing (i.e. government funding) intended to remain affordable over the long term; affordable housing (i.e. meets an affordability level when built, but is not maintained over the long term), and market housing (i.e. accommodates demand, but not specifically intended to address affordability).

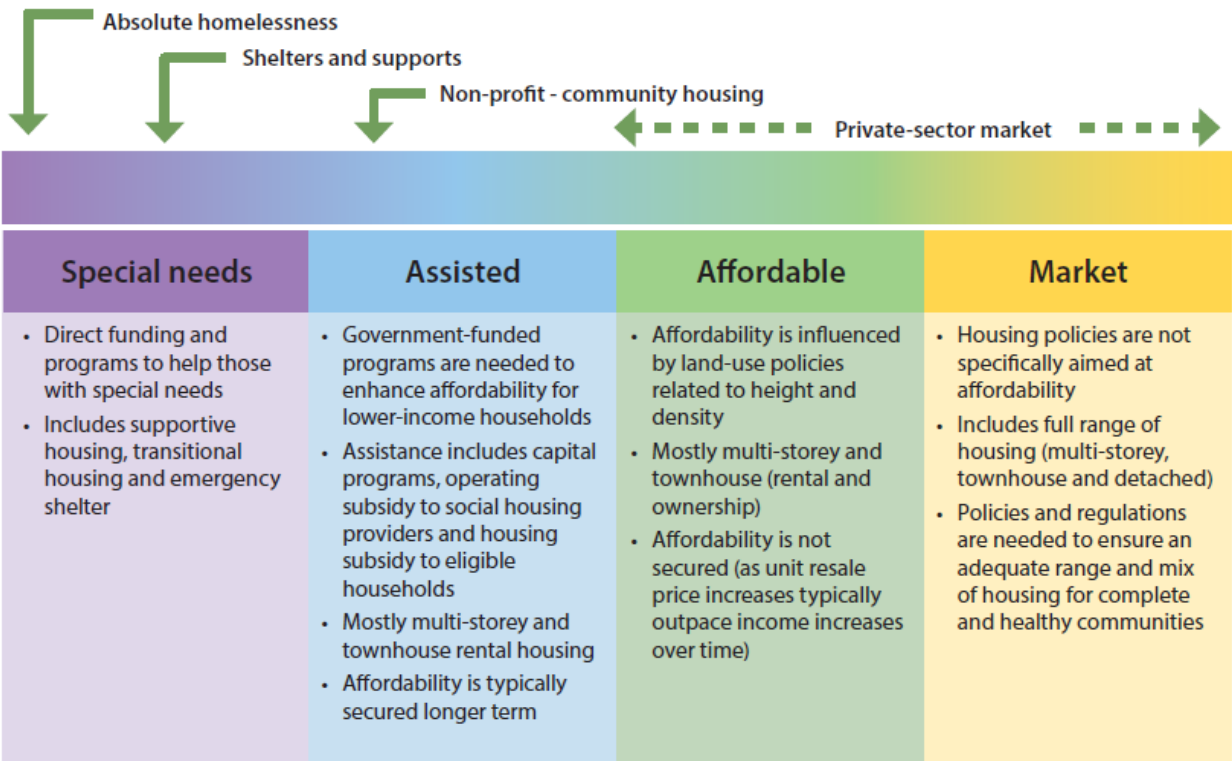
The Region of Halton definition of **affordable housing** is:

- Housing which has a market price or rent that is affordable to low and moderate income households, spending 30% of their gross household income on housing, without government assistance.

The Region of Halton definition of **assisted housing** is:

- Affordable, mostly rental, housing, with a portion of the housing cost subsidized through a government program (capital and/or operating).

Figure 1: Housing Continuum



Source: Region of Halton

2.0 The Players:

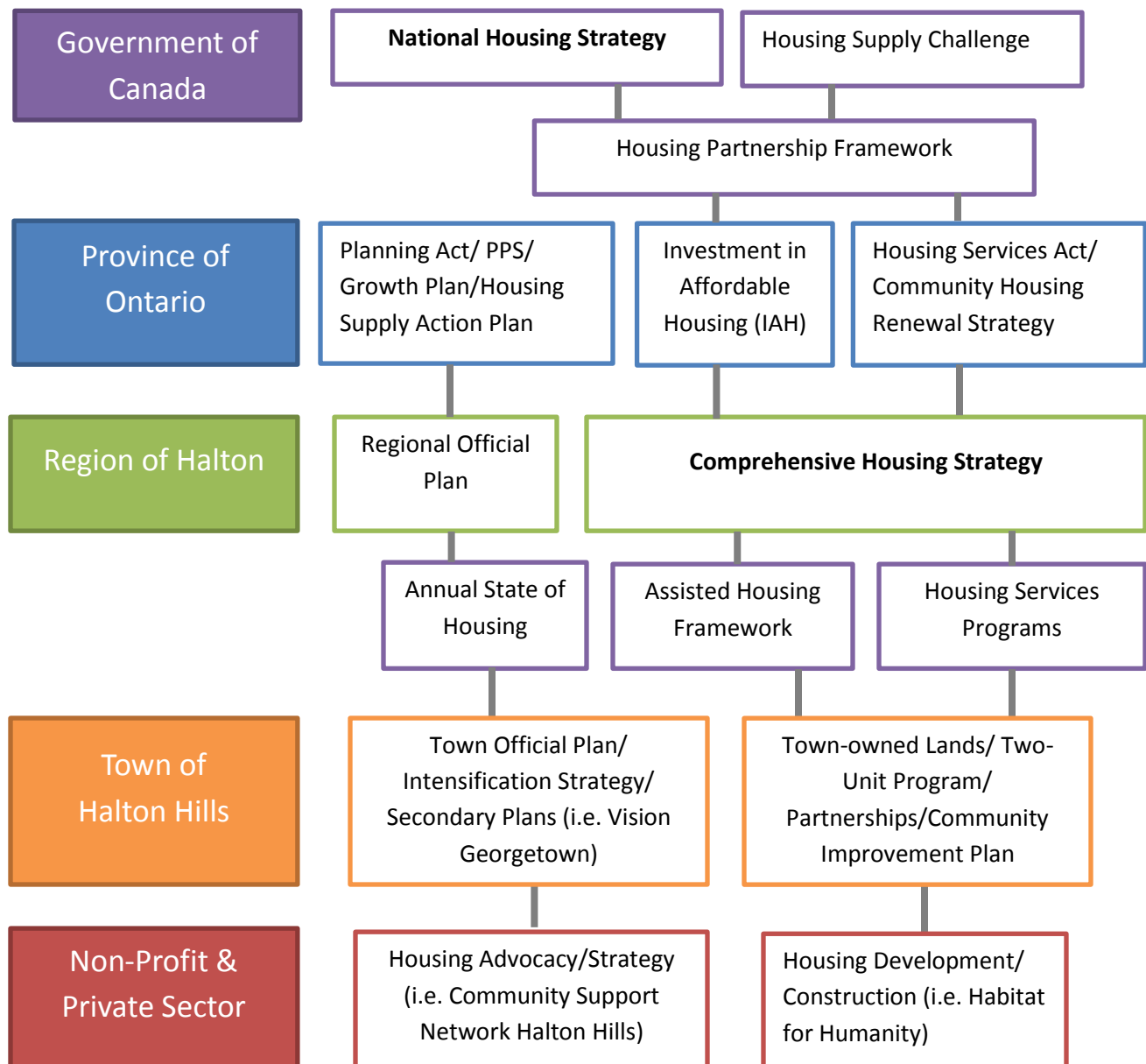
There are a number of players involved in tackling the challenge of housing affordability in Halton Hills, including the Federal Government, Provincial Government, Region of Halton, Town of Halton Hills, non-profit agencies and community groups, and private sector developers. **Figure 2** summarizes the various roles, which are described in greater detail in the following section of this report. Additional information on Federal and Provincial programs and strategies is provided in **Schedule One** to this report.

2.1 Government of Canada

National Housing Strategy:

In 2017, the Federal Government launched the first-ever **National Housing Strategy**, a 10-year, \$40 billion plan to build 100,000 new housing units, repair 300,000 housing units and reduce chronic homelessness by 50 percent. Funding under the Strategy is intended to gradually replace legacy funding, including the Investment in Affordable Housing (IAH) agreement with the Province of Ontario.

Figure 2: The Players in Affordable Housing in Halton Hills



Source: Adapted from Halton Region

A component of the National Housing Strategy is the **National Co-Investment Fund** which provides a mix of contributions (\$4.7 billion) and low-cost loans (\$11.2 billion) for the construction and repair of a range of affordable housing projects, including community housing (i.e. operated by non-profits or municipal governments) – including seniors housing, supportive/transitional housing and domestic abuse shelters.

The Province of Ontario has also signed a bilateral agreement under the **Housing Partnership Framework**, to partner with the Federal Government and municipalities and provide funding for affordable housing. On April 1, 2019, **Reaching Home**, a \$2.2 billion program to reduce homelessness, was launched using an outcomes-based approach intended to give municipalities' greater flexibility to identify, test and apply innovative solutions. The Region of Halton is a Designated Community under this program, previously known as the Homelessness Partnering Strategy.

Budget 2019:

The Federal Government's 2019 Budget contained significant emphasis on the affordability and supply of housing in Canada. On the housing demand side, this included proposed measures such as the First-Time Home Buyer Incentive (i.e. shared equity mortgage) and increased Home Buyers Plan.

To help municipalities increase housing supply and find new solutions for affordable housing, **Budget 2019** proposes \$300 million to launch a **Housing Supply Challenge**, which will invite municipalities and other stakeholder groups across Canada to develop new innovative ways to remove barriers to the creation of new housing, including rental housing. Funding will be allocated through a merits-based competition, and will provide successful models to increase housing supply to share across the country. Staff will be reaching out to the Federal Government to get further details on this initiative, and determine how Halton Hills could access some of this funding in the future.

The Federal Budget also proposed \$10 billion in additional funds over 9 years to extend the **Rental Construction Financing Initiative**, and support the construction of 42,500 new rental housing units across Canada, and particularly in areas of low rental supply (i.e. Halton Hills), through low-cost loans over longer terms to finance rental housing projects targeted to modest and middle income Canadians.

2.2 Province of Ontario

The Provincial Policy Statement (2014) contains a number of policies focused on the provision of affordable housing that contributes to the creation of complete communities. Planning authorities must provide for an appropriate range and mix of housing types and densities to meet the projected needs of future residents by: a) establishing and implementing minimum targets for the provision of housing which is affordable to low and moderate income households; and b) permitting and facilitating: all forms of housing required to meet the social, health and well-being requirements of current and future residents, including special needs requirements; and all forms of residential intensification, including second units, and redevelopment.

The Growth Plan for the Greater Golden Horseshoe (2017) contains similar policies, but on May 2, 2019 the Province introduced a new Growth Plan, particularly focused on the goal of increasing the supply of housing, which will need to be assessed, to address its

implications for affordable housing in Halton Hills, as well as other Town objectives and priorities.

Investment in Affordable Housing:

In 2014, under the previous Provincial Government the **Investment in Affordable Housing (IAH)** program was extended until March 31, 2020. The IAH is intended to provide housing Service Managers (i.e. Region of Halton) with the flexibility to meet local needs and priorities identified in their Housing and Homelessness Plans (i.e. Region of Halton Comprehensive Housing Strategy). The IAH program has rental housing, homeownership, home renovation and operating components.

The IAH is intended to fund the construction or repair of an estimated 11,000 housing units, including a minimum of 1,650 (15%) for seniors and 1,100 (10%) for persons with disabilities, but the Region of Halton is not mandated to meet specific targets by the Province. Funding allocation is based on the Region's share of households and number of households in core housing need.

Housing Supply Action Plan:

As previously reported to Council, in November 2018 the new Provincial Government initiated a consultation exercise focused on increasing housing supply in Ontario. The Province advised that they were developing a Housing Supply Action Plan that will address the barriers getting in the way of the private market creating new ownership and rental housing. The barriers the Province identified were: it takes too long for development projects to be approved; there are too many restrictions on what can be built to get the right mix of housing where it is needed; development costs are too high because of high land prices and government-imposed fees and charges; it is too hard to be a landlord in Ontario, and tenants need to be protected; and, other concerns, opportunities and innovations to increase housing supply. The Town, through a Joint Submission of the Halton Area Planning Partnership (HAPP), provided comments to the Province.

On May 2, 2019 the Province released **More Homes, More Choice: Ontario's Housing Supply Action Plan**. It is a Five-Point Plan addressing the barriers identified at the outset of the consultation:

1. **Speed:** The Province will make the development approvals process faster, while maintaining strong environmental protections;
2. **Cost:** The Province will make development costs more predictable to encourage developers to build more housing;
3. **Mix:** The Province will make it easier to build different types of housing from detached houses and townhouses to mid-rise rental apartments, accessory apartments and family-sized condominiums;
4. **Rent:** The Province will protect tenants and make it easier to build rental housing; and,

5. **Innovation:** The Province will encourage more innovation and creativity in housing, including new housing designs and materials to creative approaches to home ownership.

Through **Bill 108**, also introduced on May 2, 2019, the Province is proposing changes to a number of pieces of legislation and policies, including the Planning Act, Provincial Policy Statement, Development Charges Act, Building Code, Conservation Authorities Act and Ontario Heritage Act as part of the Action Plan.

As this Plan and related legislation was only just introduced, the implications for the Town's efforts to address housing affordability in Halton Hills, as well as other Town objectives and priorities, remain to be assessed. However, some of the proposed changes include:

- Authoring accessory/second units in ancillary buildings and structures;
- Encouraging more housing near public transit through use of inclusionary zoning (IZ) – see **Schedule One** to this report for additional information on IZ;
- Exemptions for accessory units from development charges.

Community Housing Renewal Strategy:

On the assisted housing portion of the spectrum, in April 2019, the Province introduced a Community Housing Renewal Strategy to stabilize and grow the community (i.e. assisted or social) housing sector. While details are yet to be provided, the Province has indicated its priorities include:

- implementing flexible new programs to respond to local community needs and leverage Federal funding under the National Housing Strategy;
- improving waiting lists and helping those most in need; and,
- Simplifying rent-geared-to-income rules.

The Province has indicated that the Strategy will empower local Service Managers (i.e. Region of Halton) to tailor housing solutions that best meet local housing needs. Two new programs will be initiated in 2019. The **Canada-Ontario Community Housing Initiative** will provide funding to Service Managers to repair and expand community housing, replacing the existing agreement with the Federal government. The **Ontario Priorities Housing Initiative** will provide flexible funding to the Service Managers to address local priorities, including new affordable rental construction, rental assistance and affordable home ownership.

2.3 Region of Halton

Since 2011, the Region of Halton has been required under Provincial legislation to have a 10-year housing and homelessness plan. In 2006, the Region developed the **Comprehensive Housing Strategy (CHS)** to address this issue and updated the CHS in 2014 to align with Provincial requirements, with a horizon of 2024. The CHS 2014-2024 is built on five strategic directions in order to:

- Create a range and mix of new housing opportunities to meet the needs of the Halton community;
- Protect existing rental housing so that it continues to be available to Halton residents; and
- Provide coordinated services to residents who need support to obtain or maintain their housing.

The CHS identified a 10-year target for the creation of 550 to 900 new housing opportunities, but based on the assumption that the upper limit of this target could only be achieved with additional Federal and provincial funding. The 10-year Regional budget forecast for the CHS is currently projected at \$115 million. The Region will be updating the CHS in 2019.

The Region of Halton Official Plan (ROP) contains targets related to an appropriate range and mix of housing, as well as affordable housing.

Housing Mix Target: 50 percent of new housing created annually to be in the form of townhouses or multi-story buildings.

- In 2017, 71.2 percent of new housing in Halton Region and 63 percent of new housing in Halton Hills were in the form of townhouses or multi-story buildings.

Housing Affordability Target: 30 percent of new housing created annually to be affordable or assisted housing.

- In 2017, almost 50 percent of new housing was below the affordability price threshold of \$362,950, while no new home sales in Halton Hills were below this threshold, in part due to the limited available supply of only 112 units.

The Region of Halton roles in affordable and assisted housing are as follows:

Planning Services – implements and monitors Region Official Plan policies and is responsible for capital investment program delivery, including the Region Community Improvement Plan.

Housing Services – administers the Assisted Housing Programs and the Halton Community Housing Corporation (HCHC).

Assisted Housing Program:

- Wait list (HATCH);
- Funding/administering of 25 non-profit and co-op housing providers;
- Human service and subsidy program delivery;
- Housing Help Centre;
- Homelessness Prevention;
- Supportive housing.

Halton Community Housing Corporation (HCHC):

- Owner/operator of 38 housing projects under Federal/Provincial programs, in which the Region is the sole shareholder and staffing, is provided by the Region.

It is the understanding of Town staff that the Region will be initiating a call for assisted housing proposals for funding in 2019.

2.4 Town of Halton Hills

The Town of Halton Hills performs a number of functions that have a bearing on the issue of affordable housing in Halton Hills. As noted in MEM-CORPSERV-2018-0022 dated September 7, 2018, the Town is responsible for local land use planning and financial policies that influence the affordability of housing provided in the Town. The Town is also responsible for zoning by-law and Building Code administration and enforcement.

In order to address the lack of affordable housing in Halton Hills, the Town has:

- Developed a Secondary Plan for **Vision Georgetown** containing policies with respect to the provision of affordable housing, including the 30 percent affordability target for new housing units;
- Deferred collection of Development Charges and waived planning approval fees for seniors and/or affordable housing developments, such as St. Andrews Seniors Residence and Bennett Health Centre Phase 1;
- Reduced Site Plan Securities and accepted environmental lands as required Parkland Dedication for Bennett Health Centre Phase 1

The Town is also:

- Undertaking an **Intensification Opportunities Study Update** and **Downtown Georgetown Planning Study** (i.e. Destination Downtown) to identify capacity for additional residential development within the existing communities of Acton and Georgetown to the year 2041;
- Implementing changes to the Comprehensive Zoning By-law to permit **accessory apartments** in semi-detached and townhouse dwelling units in the urban areas of Acton and Georgetown, and in single-detached dwellings in the agricultural/rural area and Hamlets of Norval and Glen Williams. The Zoning By-

law currently permits accessory apartments only in single-detached dwellings in the urban areas of Acton and Georgetown;

- Seeking to incorporate affordable housing into development plans (i.e. RFP) for **Town-owned lands**;
- Administering the **2-unit (i.e. accessory apartment) program** to facilitate the legal creation of more of these units;
- Facilitating partnership discussions between funders/other levels of government and private/non-profit developers, including seeking to **partner with the Region to obtain new Provincial funding** coming in spring 2019;
- Examining the feasibility of using the Town **Community Improvement Plan** in key intensification/growth areas to assist in the provision of affordable housing; and,
- Seeking to partner with the Region to obtain **Region Community Improvement Plan** funding for affordable housing.

Accessory Apartments:

Accessory apartments are defined as “dwelling units located within, and subordinate to, another dwelling. They are often referred to as “secondary units” or “basement apartments”. When a house contains an accessory apartment, it becomes a “two-unit house”. To make it easier to provide Accessory Apartments the Town has initiated a Zoning Amendment to allow these units in semi-detached and townhouse units provided minimum requirements such as parking can be provided.

In addition the Town is currently reviewing the enforcement, permitting, inspection and registration of Accessory Apartments to streamline the process for applicants. Once the review is completed, an updated process will be presented to Council. Following approval the Town will use the appropriate communication methods to inform the community.

2.5 Non-Profit Providers

Other very important players in affordable housing in Halton Hills are the non-profit organizations. Habitat for Humanity and local church groups are important local affordable housing stakeholders that have access to government funding assistance, build affordable housing units, and are property owners in the Town.

These organizations can be critical partners with the Town and other stakeholders to secure funding and develop new affordable housing.

2.6 Halton Hills Housing Task Force

The Halton Hills Housing Task Force was formed in 2015, from the foundation provided by Imagine Halton Hills – the Town’s Community Sustainability Plan, and flowing from the creation of the Community Support Network Halton Hills, to further the achievement of objectives contained in the Social Well-being pillar of the ICSS.

The Housing Task Force has a Vision of “**appropriate, affordable housing for everyone**”, and their Mission is to “**champion safe, decent, affordable housing solutions in Halton Hills through research, education, advocacy, and collaboration**”. They want to be partners with the Town, Region and Province in finding positive solutions for housing. Members of the Task Force include local churches, non-profit organizations, and social service agencies.

The Task Force has prepared a report entitled “**Housing in Halton Hills: Opportunities for Attainable Housing**”, which contains several housing deficits and recommends actions to address those deficits. Also provided is a literature review of innovative housing solutions from elsewhere, and relevant background documents. Town staff has reviewed the report and met with members of the Task Force, and have committed to continue to meet in an effort to share information and coordinate efforts, where appropriate. The Task Force report is attached as **Schedule Two** to this report.

2.7 Private Sector

Another important player is for-profit developers and builders, who can be eligible for government funding in exchange for dedicating a portion of their residential or mixed use development to the provision of affordable housing units. Potential partners with the Town to address housing affordability in Halton Hills are the developers of the Vision Georgetown lands, as well as developers of infill/intensification projects in Georgetown and Acton.

COMMENTS:

In keeping with the overview of affordable housing in Halton Hills provided in this report, Town staff is recommending the following short-term actions as a ‘road map’ to further our efforts to address housing affordability in Halton Hills.

Road Map of ‘Short-Term Actions’:

1. Continue to review and assess **Town-owned properties** for opportunities to provide affordable housing, and seek partners to develop those potential ‘quick win’ opportunities.
2. Establish a Town-led **Affordable Housing Working Group**. This Working Group would have participation from the Region, and non-profit and for-profit

developers/builders, such as Habitat for Humanity and interested developers in the Vision Georgetown lands.

3. Develop a **Terms of Reference** for the Working Group that sets out the mandate of the Group, the different roles of the participants, the relationship to existing initiatives, such as the Halton Hills Housing Task Force, and short/medium term and longer term actions.
4. As one of the first actions of the Working Group, complete a **Best Practices Review** and **Municipal Scan**, to inventory various innovative approaches to addressing housing affordability, and prioritize those approaches that are practical, and potentially most effective, in a Halton Hills context.
5. Incorporate consideration of financial incentives and municipal leadership actions focused on affordable and accessible housing into the upcoming **Community Improvement Plan Review**.
6. Build a partnership with the **Halton Hills Housing Task Force**, and determine ways to collaborate to address housing affordability in Halton Hills.
7. Review and streamline the Town's **2-Unit Program** approval and administration process, from application to inspection to fees to communication and outreach.

There are also medium to longer term actions, such as implementation of the affordable housing policies of the Vision Georgetown Secondary Plan, which should also be addressed moving forward.

RELATIONSHIP TO STRATEGIC PLAN:

This report relates to **Strategic Direction A: Foster a Healthy Community**, with a **Goal** to maintain and enhance a healthy community that provides a range of economic and social opportunities to ensure a superior quality of life; and in particular:

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.

FINANCIAL IMPACT:

There is no direct financial impact associated with this report. Any financial impacts associated with implementation of the 'road map' for affordable housing in Halton Hills will be addressed in subsequent reports to Council.

CONSULTATION:

Town staff consulted with Region of Halton Housing and Planning staff in the preparation of this report.

PUBLIC ENGAGEMENT:

No public engagement was undertaken in preparing this background and directions 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 the **Social Well-being** and **Economic Prosperity** pillars of Sustainability, and in particular the themes of Housing and seniors under the Social Well-being pillar. This includes the goals of: facilitating housing that is affordable and accessible to individuals and families in order to meet housing needs at all stages of life abilities; reducing the percentage of households spending 30% or more of household income on rent; increasing the supply of quality affordable housing; and, ensuring a greater variety of housing are available, including rental, co-operative projects and smaller less expensive homes for downsizing. In summary the alignment of this report with the Community Sustainability Strategy is good.

COMMUNICATIONS:

This report will be forwarded to the Region of Halton, the Community Support Network Affordable Housing Task Force, and Habitat for Humanity, and other interested stakeholders. Implementation of the 'road map' for affordable housing in Halton Hills will be broadly communicated to the residents and businesses of Halton Hills through all appropriate communication platforms (i.e. 'Let's Talk Halton Hills', Ward Meetings, etc.).

CONCLUSION:

This report has provided an overview of the affordable housing issue in Halton Hills, focusing on the key players and their respective roles; and set out a preliminary 'road map' to direct future efforts of the Town to address the issue of housing affordability, primarily assisted housing, in Halton Hills.

It is recommended that:

- Council direct staff to take the short-term actions outlined in this report in order to address the issue of housing affordability in Halton Hills, beginning with the creation of an Affordable Housing Working Group;
- the valuable work of the Halton Hills Housing Task Force contained in the report entitled "Housing in Halton Hills: Opportunities for Attainable Housing", be acknowledged, and opportunities sought to build a partnership with the Task Force;
- the Affordable Housing Working Group review "More Homes, More Choice: Ontario's Housing Supply Action Plan" released by the Province on May 2, 2019 as part of its mandate; and,

- Council direct staff to report back on the status of the implementation of the actions outlined in this report and the proposed Terms of Reference and composition of the Affordable Housing Working Group, at the appropriate time.

Reviewed and Approved by,

A handwritten signature in black ink, appearing to read "C. Mills". The signature is stylized with a large, sweeping initial "C" and a horizontal line extending from the end.

Chris Mills, Commissioner of Transportation and Public Works

A handwritten signature in black ink, appearing to read "Brent Marshall". The signature is written in a cursive style with a large, prominent "B" and "M".

Brent Marshall, Chief Administrative Officer

Government of Canada

National Housing Strategy:

The key principles of the **National Housing Strategy** include that: every Canadian deserves a safe and affordable home, communities should be empowered to develop and implement local solutions to housing challenges, and good housing policy requires partnership between the federal, provincial and municipal governments, the social and private sectors, and people in housing need. The Strategy is intended to address 3 key areas of sustainability – environment, social and economic, similar to the Town’s Integrated Community Sustainability Strategy.

Federal funding under the **National Co-Investment Fund** component of the Strategy must be combined with funding from other orders of government, and can include municipal land, inclusionary zoning, accelerated municipal approvals, waiving of development charges and fees, tax rebates and other government loans. In the case of new housing, to be considered for funding, developments must be:

- *Affordable:* A minimum 30% of units must have rents at less than 80% of median market rents, for a minimum of 20 years;
- *Green:* A minimum 25% reduction in energy consumption and greenhouse gas emissions over national building/energy codes must be achieved;
- *Accessible:* A minimum 20% of units must meet accessibility standards and project must be barrier-free or have full universal design.

Similar standards apply to funding eligibility for renewal and repair of housing units.

Budget 2019:

In addition to the **Rental Construction Financing Initiative** described in the main body of the report, the **Sustainable Affordable Housing Innovation** is proposed to provide financing and support to affordable housing developments to improve energy efficiency in new and existing housing, and the **Community Eco-Efficiency Acceleration** would provide financing for municipal initiatives to support home energy efficiency retrofits.

Province of Ontario

Investment in Affordable Housing:

Additional details on the components of the IAH program are:

- **Rental Housing:** This component is intended to ensure that safe, adequate, and affordable rental housing is available, and to increase the supply of rental housing for households on, or eligible for, social housing

waiting lists. Eligible projects include new construction, acquisition/ rehabilitation of existing residential buildings to maintain/increase affordable rental housing stock, and conversion of non-residential buildings/units to purpose-built rental buildings/units. Accessory units and nursing/retirement homes are not eligible. Approved projects must remain affordable for a minimum of 20 years and have rents at or below 80% of CMHC Average Market Rent at the time of occupancy;

- **Homeownership:** This component provides down payment assistance for renters to assist them moving into home ownership;
- **Ontario Renovates:** This component provides financial assistance to renovate or rehabilitate affordable ownership and rental properties, including the creation of accessory rental units in single-detached homes; and,
- **Operating:** This component includes *rent supplements* paid to landlords to assist households in need of rental assistance, and *housing allowances*, which are subsidies paid directly to a household to assist them in paying their rent.

The IAH is intended to fund the construction or repair of an estimated 11,000 housing units, including a minimum of 1,650 (15%) for seniors and 1,100 (10%) for persons with disabilities, but the Region of Halton is not mandated to meet specific targets by the Province. Funding allocation is based on the Region's share of households and number of households in core housing need.

The Region of Halton as Service Manager has a range of responsibilities under the IAH including: entering into an Administration Agreement with the Province; completing a Program Delivery and Fiscal Plan outlining how their funding allocations will be used; selecting/ recommending rental projects for Provincial approval; approving Homeownership and Ontario Renovates projects; and, entering into funding agreements and administering financial payments with housing proponents/landlords/clients.

Inclusionary Zoning:

In April 2018, the previous Provincial Government introduced new Planning Act legislation through the Promoting Affordable Housing Act, which enables municipalities to adopt Official Plan policies and pass by-laws to implement inclusionary zoning (IZ). IZ is an optional tool for municipalities to require developers to set aside a portion of units in new developments that must be sold or rented at an affordable level, and maintained at an affordable level over a set period of time (i.e. 10 to 30 years). The Town, through a Joint Submission of the Halton Area Planning Partnership (HAPP), provided comments to the Province on the proposed IZ legislation and regulations, noting its benefits as well as its implications from an administrative perspective.

Municipalities wishing to implement inclusionary zoning are required to prepare an assessment report to support the development of official plan policies for

inclusionary zoning. The assessment report must include information related to current and projected trends for housing needs and potential impacts on the housing market and on the financial viability of development or redevelopment in the municipality from inclusionary zoning by-laws.

Housing in Halton Hills: Opportunities for Attainable Housing

Study Report & Recommendations

**Halton Hills Housing Task Force
Community Support Network Halton Hills**

December 2018

Foreword

The Halton Hills Housing Task Force formed in early 2015, made up of individuals who have concern for community residents who need safe, appropriate and attainable housing. This task force is largely made up of individuals working on the front line of service, attending to those who need housing or shelter – sharing the challenges of finding solutions, and seeing the impacts of the housing crisis in our community.

The origins of the Halton Hills Housing Task Force can be easily understood through a brief history. In March 2013, a 111-page plan called “*Imagine Halton Hills – Integrated Community Sustainability Strategy*” documented the thoughts and dreams of Halton Hills citizens, conveying messages of hope for the next 50 years for our community, and resulting in the identification and advancement of four pillars:

- Cultural Vibrancy
- Economic Prosperity
- Environmental Health
- Social Well-being

The torch was thrown to others in the community who identified their areas of interest and strength in advancing the goals of these pillars. Thus, the dream lives on and flourishes, and the social-wellbeing initiatives outlined in the report came into the outstretched hands of committed individuals who formed the Community Support Network Halton Hills.

The premise of the social well-being pillar had been well defined: “a healthy and safe community based on the ethic of caring and social equity”. The individuals of the Community Support Network Halton Hills took this to heart, got to work, and formed the Transportation Task Force, the Food Security Network and the Housing Task Force.

In caring for the social equity and well-being of a vibrant community like Halton Hills, there is a lot of work to do, and all networks are working productively to accomplish various missions and areas of advocacy.

The Housing Task Force has a vision of **appropriate, affordable housing for everyone**, and our mission is to **champion safe, decent, affordable housing solutions in Halton Hills, through research, education, advocacy, and collaboration**.

As the torchbearers, the individuals of the Halton Hills Housing Task Force are partners with our Town, our Region and our province in finding positive solutions to housing. We will continue our work in education, advocacy, and promoting and networking partnerships. We work together for everyone in our community, recognizing that a home is more than just a place to live – it is comfort, security and a place of nurture that springboards not just economic success, but the happiness that comes from healthy well-being.

This report addresses the need for housing across most of the spectrum, bringing forward recommendations and providing both stories and statistics to support them. We have organized the recommendations portion of the report along the lines of the Housing Continuum used by Halton Region, for easy reference to other municipal documents. We also have sought to both underscore housing deficits and provide recommendations for addressing these, including models being used and explored in other municipalities in Ontario.

Members of the Community Support Network Halton Hills Housing Task Force

Cathy Gerrow, Community Support Program Supervisor, Links2Care

Rev. Ray Vander Kooij, Pastor, Bethel Church, Acton

Heather Thompson, Manager Age-Friendly Initiatives, Community Development Halton

Gerry Byrne, Citizen Advocate

Jackie Rickards, Community Housing Program Manager,

Summit Housing & Outreach Programs

Emily Harman, Community Ministries, The Salvation Army Georgetown Community Church

Cherelle Webbe, Support Coordinator, Support & Housing Halton

Faren Hale, Intensive Case Manager, Halton Housing Help

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Introduction

The United Nations Universal Declaration of Human Rights (1948), to which Canada is a signatory, includes this clause:

*25.1. Everyone has the right to a standard of living adequate for the health and well-being of himself and of his family, including food, clothing, **housing** and medical care and necessary social services, and the right to security....*

The Ontario Provincial Policy Statement, 2014 (Section 1.4, PPS, 2014) requires municipal planning authorities to provide for an appropriate range of housing types and densities to meet projected requirements of current and future residents. These policies also require the establishment and implementation of affordable housing targets.

Planning authorities must also establish development standards for residential intensification, redevelopment and new residential development which minimize the cost of housing and facilitate compact form, while maintaining appropriate levels of public health and safety.

The Town of Halton Hills Council approved Integrated Sustainability Strategy states:

Adequate housing is a basic necessity of life and an essential component of good living for everyone. How and where we live is important to all residents of Halton Hills. In 2060, Halton Hills will be admired for the availability and easy access to a variety of quality and affordable housing throughout the community, ensuring that the housing needs of all residents are met at all stages of life.

The Housing Task Force, a committee of the Community Support Network of Halton Hills, has a vision of “appropriate, affordable housing for everyone,” and its mission is “to champion safe, decent, affordable housing solutions in Halton Hills, through research, education, advocacy, and collaboration.” This *Housing Opportunities Report* was written by members of the Housing Task Force in part to pursue its vision and mission.

To make the future we envision real, calls for creativity and commitment today.

The Housing Continuum¹

- The Region of Halton has acknowledged that a range of housing types is necessary in any complete community to meet the needs of residents throughout various stages of their lives and at any level of income;
- The continuum includes market based housing supply, affordable housing, assisted housing and special needs housing
- 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.

The Housing Deficit

With the exception of high end, market driven single family and condominium dwellings, deficiencies exist in all types of housing in Halton Hills. The housing continuum is not complete and our community is losing its residents, particularly seniors, singles and young families to other communities where the housing supply is greater and is more affordable. The exceptionally high cost of accommodation in Halton Hills creates instability, hardship and is forcing some of our residents to sacrifice other necessities. Further, individuals and families are inappropriately housed and some reside in unsafe, illegal dwellings because there are no other options for them.

The most extreme deficiency is purpose built rentals, with the resultant vacancy rate in Halton Hills shrinking to an unconscionable 0.1%.

¹ 2017 State of Housing Report, Halton Region

Response to the Housing Deficit

To be sure, inadequate housing supply and lack of affordable housing are issues throughout both urban and rural Canada. Solutions are neither simple nor inexpensive. However, there are many tools available to municipalities to create incentives for the provision of appropriate housing for our residents.

It is hoped that this report will stimulate action by the Town to become “open for affordable housing business”, and seek out opportunities to collaborate with non-profits, the Region and other levels of government and the development industry. The need is urgent.

The following **recommendations for action** in Halton Hills are programs and policies that are supported by provincial legislation and have been successfully employed by Ontario **municipalities**.

Deficit A. Housing supply including detached single family, semi-detached, and multi-unit dwellings. Residential properties which are rental, co-operative or owner occupied (owned).

Need & Current Status	Recommended Action
<p>Regional benchmark from the Provincial Policy Statement is that at least 50% of new housing units will be townhouses or multi-storey buildings.</p> <p>However, in Halton Hills, 2013-2017, only 27% of housing completions were townhouses or multi-unit dwellings. There were no apartment style housing completions in the five year period.</p> <p>Single and semi-detached housing continues to dominate the local housing market ¹</p> <p>Households moving within the same municipality have a greater impact on housing turnover than those moving in from outside the municipality. In 2016 over half the movers in Halton Hills came from other municipalities in Ontario.²</p> <p>Rental housing supply benchmark is 3% vacancy rate. Halton Hills rental apartment vacancy rate in 2017 was the lowest in Halton at 0.1% ³ Available rental housing stock is virtually none.</p>	<ul style="list-style-type: none"> • Mixed use and other zoning measures and incentives for Intensification in older neighbourhoods, particularly in existing commercial corridors and transit hubs (Halton Hills Town Intensification Study is underway with completion expected in 2019) • Establish <i>minimum</i> and maximum density and height standards in areas identified for intensification ⁴ • Design Community Improvement Plans as a multi-unit housing construction incentive • Encourage approval and construction of medium and high density product early in the construction phasing of Vision Georgetown lands • Fast-track reviews and planning approvals for construction of multi-unit buildings • Review Development charge rates to maximize the incentive to multiunit construction over single family • Review Development Permit System to integrate zoning, site plan and minor variance into one application and approval process ⁵ • Review the tax rates for multiple unit dwellings vs single to confirm the effectiveness of the incentive, particularly for purpose built rental

¹ 2017 State of Housing Report, Halton Region

² Community Development Halton Community Lens, Nov 2018

³ 2017 State of Housing Report, Halton Region

⁴ Municipal Tools for Affordable Housing, p. 16

⁵ Municipal Tools for Affordable Housing, p. 20

Easy Win! Secondary Units¹

- Promote secondary unit construction, including basement renovations and ground level additions, to property owners throughout Halton Hills
- Halton Hills zoning and other by-laws should be reviewed and revised to fast track applications and support and encourage secondary units, including increasing maximum size restrictions.
- Fees and charges associated with building a legal secondary unit should be reviewed to remove disincentives
- Use Community Improvement funds to assist with remediation of existing non-compliant secondary suites.
- Challenge the Region to resume the Halton Second Unit Pilot Program.

Deficit B. Affordable housing has a market price for purchase or rent that requires spending no more than 30 per cent of gross household income for housing.

Need & Current Status	Recommended Action
<p>Halton Region target: At least 30% of new housing units constructed annually in Halton Hills to be affordable.</p> <p>2017 affordable price threshold is \$362,950 for purchase or \$1531-\$2297/ month rental ²</p> <p>However, HH average high rise (condo) new home price in 2017 was \$772,223 and HH average low rise (single or semi) new home price in 2017 was \$1,143,432 ³</p> <p>Virtually no new housing units are being constructed in HH which are affordable.</p> <p>41% of renters in Halton Hills spend more than 30% of their income on housing.⁴</p>	<ul style="list-style-type: none"> • See recommendations under Housing Supply • Purpose built affordable rental housing should be a planning priority, as is now the case in many Ontario municipalities⁵ • Inclusionary zoning is a new planning tool that can be used to require affordable housing units in residential developments of 10 units or more. IZ should be adopted by Halton Hills and used to ensure attainable, affordable housing in both infill and green housing sites. • Specific measures should be in place to ensure that the 30% target is reached in Vision Georgetown and other housing developments • Bonusing, or density exchange should be considered to promote affordable housing⁵ • Investigate available /potential partnerships with federal, provincial, regional, local charitable and non-profit land owners for affordable housing projects • There may be a particular opportunity for affordable housing in the development of the Town owned Civic Centre lands.

¹ See Appendix A, “Secondary Units” (p. 19)

² 2017 State of Housing Report, Halton Region

³ BILD Halton, Build for Growth in Halton 2018

⁴ Community Development Halton Community Lens, Jan 2018

⁵ See Appendix A, especially “Incentivizing New Rental Construction” and “Secondary Units” (pp. 19-20)

⁶ Municipal Tools for Affordable Housing

Deficit C. Assisted housing is affordable for low and moderate-income households for rent or purchase, where part of the housing cost (capital, operating or portable client based) is subsidized.

Need & Current Status	Recommended Action
<p>The current wait list for government sponsored and subsidized housing in Halton Hills is approximately 4 years.</p> <p>Rental stock for working poor and other low income earners is extremely limited.</p> <p>41% of renters in Halton Hills spend more than 30% of their income on housing.¹</p>	<ul style="list-style-type: none"> • Seek out recently developed Region of Halton new housing capital assistance programs which are designed to build sector capacity • Actively Investigate available land/potential partnerships with federal, provincial, regional, local charitable and non-profit land owners for assisted and affordable housing projects including possible sites in brownfield, Intensification lands and Vision Georgetown • Identify surplus municipal properties which could be used or leveraged for assisted housing • Refer to the MAH Affordable Housing Toolkit for additional municipal measures such as Community Design Solutions • Make use of opportunities cited in September 7, 2018 staff memo to Town Council, namely: <ul style="list-style-type: none"> ○ Discounting, exemptions, deferring of development charges ○ Waiving of planning fees ○ Assistance with cash flow ○ Flexibility in parkland dedication fees and/or conveyance ○ bonusing to promote assisted housing

¹ Community Development Halton Community Lens, Jan 2018

Deficit D. Special Needs Housing may require direct funding and programs to help those with special needs, and Includes supportive housing, transitional housing and emergency shelter.

Need & Current Status	Recommended Action
<p>Safe shelter and transitional spaces are needed within Halton Hills for youth, families and adults so that existing social supports, education and employment can be maintained.</p> <p>In Halton Hills, people dealing with housing upheaval and emergency homelessness are referred to shelters in other municipalities which are often full.</p> <p>Those dealing with health issues requiring support due to aging or other reasons often have to move substantial distances outside of the community to access the housing and care needed.</p>	<ul style="list-style-type: none"> Existing town-owned property or buildings might be effectively utilized to create shelter for temporary safe spaces Incentivizing purpose built affordable rentals would provide for transitional housing to again be a short term solution, rather than the long periods of occupancy due to inordinately low vacancy rates. Facilitate and participate in partnerships between social services and developers. An example is the recent partnership between Habitat for Humanity and Community Living North Halton on Mill St. W. in Acton.

Leadership and Local Action is Needed

The time is right to make a difference and stimulate needed housing in our community. The newly announced National Housing Strategy offers funding opportunities and the Region of Halton Housing Department is poised for partnerships and support to create a better mix and continuum of housing stock for residents of Halton Hills. Halton Hills municipal government has direct influence over where new housing will go and the mix of housing options that will be built. Leaving housing decisions and development too much to the market and the direction of developers leaves people behind.

To make the future we envision real, calls for creativity and commitment today.

Stories -- The Critical Need for Attainable Housing in Halton Hills

Many people experience difficulty finding affordable housing and once housing is found, many are spending a significant portion of their income on rent or mortgage payments. Paying an inordinately high portion on housing for some leaves little left over for food, utilities, and other essential needs. The number of people who use food and utility programs continues to increase, which speaks to the fact that housing costs are taking a significant portion of many people's income. Even where the needs can be met, less money is available to spend in the community on retail purchase, restaurants, sport and recreation.

Another very common theme that social service clients talk about is the state of the rental housing that is available. Many complain about problems with rodents, mold, appliances that do not work, broken toilets, and landlords who do not act on repairs that need to be done. Many people are paying significant amounts of rents for units that are in need of essential repairs. When the vacancy rate is so low and so few rental places are available, the situation of poor quality rentals in need of repair are often a result.

For those with mental health and addictions, the challenge of finding housing becomes even more difficult. When the competition for rentals is high, many people with anxiety are not able to effectively communicate with landlords and compete for limited rental units.

Most of the following stories are actual cases from those on the Housing Taskforce with professional roles on the front lines of attending to those who need housing or shelter in Halton Hills. Some stories are from personal connections of taskforce members. Names and some details have been changed for privacy. These stories illustrate the human component of need. Data can tell us much of what we need to know. The human situations make the need real.

Deficit A – Housing Supply

- For another year, the Smiths are still living in the small, mortgage-free old Brampton home where they raised two children. Newly retired, they have purchased a condo in Georgetown on the site of the Memorial arena. They have paid their deposit and locked into a pre-construction price of \$675,000 for a one bedroom plus den unit. Anticipating at least \$950,000 for the sale of their current home, they are confident that they will enjoy a financially worry-free future. International travels combined with quiet, comfortable small town living are on the horizon. It's only a 30 to 45 minute drive to their familiar shops and services in Brampton.

In our market-driven housing environment, the Smiths are typical of people moving from the GTA to purchase less expensive housing in Halton Hills. This is one reason why demand is strong in Halton Hills and real estate values have increased significantly in the past five years. This situation will continue as both retirees and move-up buyers relocate, often from the western GTA or Oakville.

- The marriage of a middle aged employed couple ended and their home was sold. Neither could find suitable housing in Halton Hills (either purchase or market rent), and both had to leave the area to live in other communities, creating extended family dislocation and leaving supports and connections behind.

Deficit B – Affordable Housing

- A young couple, one of whom grew up in Georgetown, is expecting a baby and they want to purchase their first home in Halton Hills. One is a teacher, the other an engineer. Their household income is \$110,000 /year. They have a down payment and would qualify for a home priced below \$400,000. The cheapest townhouse or bungalow listing in Halton Hills is currently \$450,000. That property needs structural repairs that they could not afford, so they are now looking in Milton. The commute to their jobs in Mississauga will be at least an hour each way.

- An elderly individual currently lives at home with estranged family and is looking for affordable housing. With no private pension, the individual relies on CPP and GAINS for financial support. Affordable housing is severely limited in the area of preference and where this individual has community ties. Additionally, the individual faces barriers on ageism, financial discrimination and minimal skills utilizing various forms of technology.

Deficit C – Assisted Housing

- A woman who is about to turn 65 years old lives in an agency-sponsored subsidized apartment which makes it affordable on her income from ODSP. Unfortunately, the building is up for sale by the owners and she is very concerned about her housing stability. She is completing an application for subsidized housing at a seniors' building but the wait list is several years long. She cannot afford market rent, and the vacancy rate is so low, it yields no rental options. She is in a state of unhealthy distress.
- A senior who is recovering from surgery is living in an apartment building and can pay her rent adequately. Her mobility has declined and she is relying on help from her neighbours and the services of home care to remain in her apartment. Her needs are challenging for her neighbours who are spending increasing amounts of time with her. She is being urged to apply for supportive housing or long-term care, and the wait times are extremely long.

Deficit D – Special Needs Housing

- A teen who has been physically beaten by his father requires a safe space to live, and has been staying with friends, sometimes sleeping in garages or unheated spaces during cold winter months. He has requested the assistance of a Housing First case manager and is eligible for a subsidy. He searches for a rental unit but landlords are not willing to rent a space to him. He is aware that intensive case management, monitoring his situation may help him find a rental space, but it is too difficult to have everything work for him. He drops out of school since he has no stable housing and continues to live wherever he can find a place to stay and is in a state of declining emotional and physical health.
- John is in a blended family and he does not get along with his mom's new partner and is kicked out. Cedar Springs motel only has two days available, which is becoming more common. Even a few years ago a week was easy to book, but that is no longer the case. Additionally this is bare-bones emergency shelter and leaving *youth unattended in a motel is not a good fit or inclusive to helping all youth. Back to John's story, after the 2 days and with no other options, he is taken to the Lighthouse Shelter in Oakville. This means he is unable to attend his school or get to his workplace while his situation is being assessed and addressed.*
- An early 30's individual has been homeless in some capacity for over 13 years. The individual has had multiple soft touches with housing, mental health and community supports throughout this time period. This individual has barriers stemming from mental health, financial, lack of familial supports and from falling through the cracks with medical supports. Due to high levels of transiency throughout several municipal regions and multiple hospitalizations, the individual faces considerable barriers in reconnecting with resources and finding stable housing to match identified needs.

Halton Hills Housing Statistics

Deficit A. Housing Supply

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.

The Region's housing mix target calls for at least 50% of new housing units produced annually to be in the form of townhouses or multi-storey buildings (higher density housing). For Halton Hills, this is also an identified goal.

Realities for the Town of Halton Hills -- 2013 – 2017 Key Trends

Source: Halton Region State of Housing 2017, p. 8-9

- 67.9% of the unit completions 2013-2017 were single and semi-detached dwellings. This type of housing form dominates and continues to dominate the Halton Hills housing market.
- From before 2013 through 2016 no apartment units were completed. Higher density housing in Halton Hills is primarily related to townhouse units. At the end of 2016, 56 apartment units were identified as under construction, the most apartment development activity since 2010. However, in 2017 there were once again no apartment units under construction and 93.1% of the 159 units under construction were single and semi-detached dwellings.

Percentage of Annual Housing Completions in Halton Hills, 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%

Rental Housing

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. 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% in 2017, from 1.3% in 2016 and from 1.4% in 2015. This is the lowest vacancy rate compared to other Regional Municipalities in the Greater Toronto Area. Halton's average monthly rent ranks highest. These rates make it difficult for households searching for rental housing to find a suitable unit, especially in Halton Hills.

The vacancy rates for townhouses and apartments among the Local Municipalities were as follows:

- **Oakville: 0.9%**
- **Milton: 0.7%**
- **Burlington: 1.3%**
- **Halton Hills: 0.1%**

Source: CMHC Rental Market Report, 2013 - 2017

The vacancy rate for townhouses and apartments in Halton Hills decreased from 1.8% in 2015 to 0.6% in 2016 to 0.1% in 2017, the lowest of all local Municipalities – far below 3%, which again is widely regarded as a healthy vacancy rate. This reflects ongoing trends of very little purpose-built rental being added to the housing stock in Halton Region in general and in Halton Hills in particular.

Deficit B. Housing Affordability

Source: Halton Region State of Housing 2017, p. 3, 12, 14

An adequate supply of new affordable housing units is an important element in Halton's vision for suitable growth, as set out in the Regional Official Plan.

Halton Region's Housing Affordability Target calls for at least 30% of new housing units produced annually in Halton to be at or below the affordable threshold. For Halton Hills this is also an identified goal and the focus of this identified goal is purpose-built rentals.

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

Halton region households with an income between the **Assisted and Affordable Income Thresholds** (\$50,900 - \$103,700) have options to purchase a house priced below the affordable housing cost threshold of \$362,950 or rent with monthly total housing costs between \$1,531 - \$2,297 without government assistance.

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. The threshold can also be used as a benchmark for current planning purposes.

New and Resale Housing

In 2017, average resale home prices continued to increase at a greater rate than the average incomes to a point where the number of affordable housing options are limited. This has resulted in an increase of the range of required affordable housing units.

Average resale price by municipality in 2017 was:

Oakville:	\$1,150,504 (+19.1% compared to 2016); 3,829 units
Burlington:	\$ 750,603 (+18.9% compared to 2016); 3,453 units
Milton:	\$ 722,678 (+16.6% compared to 2016); 2,351 units
Halton Hills:	\$ 715,331 (+16.0% compared to 2016); 1,084 units

Source: Calculated from MPAC Sales Data, 2017

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.

Halton Hills - New Housing Sales by Dwelling Type, 2017

	≤ \$362,950	> \$362,950
Apartment	0.0%	0.0%
Townhouse	0.0%	51.8%
Semi-detached	0.0%	0.0%
Single	0.0%	48.2%
	0 units – no new sales in Halton Hills were below the affordable threshold	112 units

Deficit C. Assisted Housing

Halton Region administers several programs for assisted housing. These include rent-geared-to-income (RGI) assistance, Halton In-situ Program (HIP) housing allowances, and rental assistance (HRAP) (more details are in Appendix B, Halton Region Programs, p. 26).

Although programs exist and funding is allocated to assist individuals and families with housing, the need for affordable housing and attainable rentals is overwhelming. Housing inventory is low. The quantity and quality of rental units is inadequate. Halton Hills require more quality rental spaces that are affordable and attainable if the Halton Region programs are to make a real difference in addressing the housing deficits in Halton Hills.

Deficit D. Special Need Housing

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.

Shelter Initiatives and 2016 Achievements in Halton Region

Emergency Shelter - 807 single clients were served (32 emergency shelter beds for singles supported by Salvation Army and the Canadian Mental Health Association)
113 families were served (27 beds in 12 apartments for family emergency shelter)

Housing Stability Fund - 1,725 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

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

Halton Region Point in Time Count 2016 Survey Results*

264 individuals experiencing homelessness were identified in Halton

35 individuals declined to participate

229 individuals participated in the survey

Reasons for Housing Loss - multiple reasons were provided in some cases.

Family conflict – 63 individuals (27.4 %)

Fleeing domestic violence – 24 individuals (10.5%)

Illness or medical condition – 56 individuals (19.4%)

Job loss – 23 individuals (10%)

Unsafe housing conditions – 25 individuals (11%)

Housing affordability – 58 individuals (25%)

Other – 39 individuals (17%)

* For the Point in Time Count in 2018, the definition of individuals experiencing homelessness was expanded to include individuals staying with others temporarily (“couch-surfing”).

While the homelessness count is not particular to Halton Hills, homelessness is an issue in our community that front-line social workers and churches can attest to. Halton Region has no emergency shelter provision in Halton Hills.

CONCLUSION

The Housing Task Force of the Community Support Network of Halton Hills provides this report of deficits and recommendation, supported by stories and statistics, in part to pursue our vision and mission. Our vision is “appropriate, affordable housing for everyone,” and our mission is “to champion safe, decent, affordable housing solutions in Halton Hills, through research, education, advocacy, and collaboration.”

We are guided by The Town of Halton Hills Council approved Integrated Sustainability Strategy, which states:

Adequate housing is a basic necessity of life and an essential component of good living for everyone. How and where we live is important to all residents of Halton Hills. In 2060, Halton Hills will be admired for the availability and easy access to a variety of quality and affordable housing throughout the community, ensuring that the housing needs of all residents are met at all stages of life.

In putting these words into action, the town of Halton Hills is enacting the Ontario Provincial Policy Statement, 2014 (Section 1.4, PPS, 2014), which requires municipal planning authorities to provide for an appropriate range of housing types and densities to meet projected requirements of current and future residents. These policies also require the establishment and implementation of affordable housing targets. Planning authorities must also establish development standards for residential intensification, redevelopment and new residential development which minimize the cost of housing and facilitate compact form, while maintaining appropriate levels of public health and safety.

As part of Canada, this contributes to living out The United Nations Universal Declaration of Human Rights (1948), clause 25.1:

*Everyone has the right to a standard of living adequate for the health and well-being of himself and of his family, including food, clothing, **housing** and medical care and necessary social services, and the right to security....*

Again, to make the future we envision real, calls for creativity and commitment today. It is hoped that the Town of Halton Hills and the Region of Halton will take action and use the resources and examples described in this report to ensure an adequate supply of appropriate housing for the people of Halton Hills.

References and Resources

Imagine Halton Hills – Integrated Community Sustainability Strategy

2017 State of Housing Report, Halton Region

Municipal Tools for Affordable Housing, Ontario, 2011

Registration of Two-Unit Houses Guide, Town of Halton Hills

Promoting Affordable Housing Act

Ontario's Fair Housing Plan

Halton Region Point in Time Count 2016 Survey Results

www.visiongeorgetown.ca

BILD, Build for Growth in Halton, 2018

Community Development Halton, Community Lens, January, 2018

Community Development Halton, Community Lens, November 2018

Ontario Provincial Policy Statement, 2014

Appendix A. What is Being Done?

Innovative Housing Solutions / Models to be Considered **(Local, Provincial, National and Global Initiatives)**

The Halton HomeShare Program (Local Initiative)

HomeShare is a living arrangement generally between two people who reside together in the same residence. The Home Provider offers the opportunity for an individual to live in his/her home, while each person has his/her own private space, they will typically share common areas, such as the living room and kitchen. Household responsibilities can be shared, or services exchanged for reduced accommodation expenses. Services could include: gardening, household cleaning, shopping, and taking care of pets and more. HomeShare can be good solution for many older adults who wish to remain in their own homes for as long as possible but may find it difficult to maintain household responsibilities. It enables older adults to remain independent and active, while developing meaningful relationships. There are many individuals who may seek housing and due to a lack of available and affordable housing options, HomeShare would serve as a good solution. HomeShare can offer companionship, reduce isolation and provide safety and security.

The Halton Housing Help with Halton Region adopted the model and currently operates The Halton HomeShare Program in all four Municipalities within Halton; Burlington, Halton Hills, Milton and Oakville. Although not a new concept in many parts of the world, it is unique to Halton and it is recognized that HomeShare can be good for many people but not for everyone. HomeShare empowers home providers and home seekers the ability to live in affordable, shared accommodation inclusive of respect, choice, dignity and is of mutual benefit to all.

Co-Housing

Definition taken from the Canadian Co-Housing Network (<http://cohousing.ca/about/>)

Co-housing Neighbourhoods -- some people call them a return to the best of small-town communities. Others say they are like a traditional village or the close-knit neighbourhood where they grew up, while futurists call them an altogether new response to social, economic and environmental challenges of the 21st century. Each holds a piece of the truth. Co-housing is a concept that came to North America in 1988 from Denmark where it emerged in the early 1960's. It describes neighbourhoods that combine the autonomy of private dwellings with the advantages of shared resources and community living.

Residents usually own their individual homes, which are clustered around a "common house" with shared amenities. These amenities may include a kitchen and dining room, children's playroom, workshops, guest rooms, home office support, arts and crafts area, laundry and more. Each home is self-sufficient with a complete kitchen, but resident-cooked dinners are often available at the common house for those who wish to participate. In some communities, participants will join a cooking team once or twice a month – then sit and enjoy meals cooked by fellow residents the remaining evenings of that month.

Co-housing residents participate in the planning, design, ongoing management and maintenance of their community, meeting frequently to address each of these processes. Cohousing neighbourhoods tend to offer environmentally sensitive design with a pedestrian

orientation. They typically range from 10-35 households emphasizing a multi-generational mix singles, couples, families with children, and elders.

In North America approximately 160 cohousing communities have been completed since 1991 and there are currently more than 100 new communities in various stages of development. The level of social interaction and shared resources varies among communities. A co-housing development seems limited only by the imagination, desire and resources of the group of people who are actively creating their own neighbourhood. Co-housing groups are based in democratic principles that espouse no ideology other than the desire for a more practical and social home environment.

Co-Housing Initiative (Local)

Oak Hill Co-Living (<https://oakhillcoliving.wordpress.com/>)

The Oak Hill Co-Living concept was born when Janette Ledwith, a Rockwood, Ontario resident and homeowner, attended a Rockwood Co-Living Interest Group information session and later decided she wanted her home to be the first co-living home in Rockwood. Co-living at Oak Hill provides interested parties the opportunity of co-ownership in a shared home with shared decision making and shared expenses. Owners can ‘age in place’ together sharing the cost of care supports as needed and benefiting from neighbourly mutual support or co-care that can help reduce the social isolation of living alone promoting positive, active aging. In a co-living community, giving and receiving co-care is entirely voluntary. Residents may choose to support each other by doing errands, driving, cooking, or going for a walk together.

Co-living focuses on a genuine sense of community and creates a more convenient, supportive and fulfilling lifestyle. The household will consist of six like-minded adults who share ownership of the shared property. While the kitchen, dining room, living room and laundry room will be shared, each member of the household will have their own private bed/sitting room and bathroom, which can be furnished by the owner to suit their personal style. This combination of common and private spaces preserves privacy while valuing community. Additional amenities include energy efficient appliances, ample parking, mature trees and perennial garden, and full accessibility.

Secondary Units

A secondary unit is a self-contained unit with sleeping, kitchen and bathroom facilities and a separate entrance. It is usually located in the basement of a single home and is also referred to as a secondary suite or accessory dwelling unit. A secondary unit must meet applicable zoning, building code, fire code and property standards. To create a secondary unit, a building permit issued by the local municipality is required.

In the Municipal Tools for Affordable Housing published by the Ministry of Municipal Affairs and Housing (Ontario – 2011), second units are championed as “one of the most inexpensive ways to increase the stock of affordable housing throughout the community, while maintaining neighbourhood character” (15). The report also expresses numerous community benefits from second units. These include: increasing the stock of rental units; providing homeowners the opportunity to earn additional income to meet the costs of homeownership; support changing demographics by providing more housing options for extended family or elderly parents; maximize densities and help create income-integrated communities, which can support and enhance public transit, local businesses and the local labour market; create jobs in the construction/renovation industry.

Based on the provincial pressure to intensify existing neighbourhoods and hesitation from home owners to create legal units because of financial costs and 'red-tape', some municipalities are easing some requirements and costs as well as accelerating permit procedures. Kitchener has 'fast-track Tuesdays' where an owner can bring in the paperwork for a legal unit and walk out the same afternoon with permit in hand. The City of Burlington is evolving its guidelines around fire separation requirements. The costs to create fire and sound separations can be a deterrent to some owners. Smart decisions around by-laws will be the catalyst to the creation of affordable and accessible housing, especially in our municipality which has seen extremely limited purpose-built rentals and has the lowest vacancy rate of all municipalities in Halton Region.

Halton Second Unit Pilot Program

The *Halton Second Unit Pilot Program* was launched in August 2016 for a 16-month period till November 2017 and provided eligible Halton homeowners with a 15-year forgivable loan to encourage the creation of second units. To create a second unit, a building permit issued by the local municipality is required.

The term of the pilot program has ended and all of the funding has been committed. The program is currently being evaluated and more information will be available when the evaluation has been completed.

Incentivizing New Rental Construction

With new rental housing needed more than ever, Ontario's political leaders at all levels must work with industry to identify and implement policies needed to ensure a resurgence in new rental construction. Failure to do so will put more pressures on vacancy rates, continue to inflate housing prices, and further strain transportation infrastructure as people are forced to commute further and further to find more affordable options outside the GTA.

Many municipalities in Ontario are implementing policies to incentive new purpose-built rental construction. Sault Ste. Marie was profiled in *Municipal World* (Oct. 2018) as an example of the local city council incentivizing new rental construction. In 2014 their town council adopted a Rental Housing Community Improvement Plan. The financial incentive is a Tax Increment Equivalent Grant (TIEG) that provides registered owners with a municipal property tax rebate based on the post-development increase in property assessment. Additional incentives are provided to developments that exceed the minimum number of barrier-free units (currently 15% of all units in a residential development) and for projects that provide assisted living facilities, such as space for social workers or health professionals. In the 5 years prior to 2014 no new rental units had been built. Since the incentivizing program was put in place in 2014 there were 10 supported projects with the creation of 219 rental units, resulting in a 3-5% vacancy rate between 2014-2017.

An incentivizing options open until 2021, is through the Canada Marketing and Housing Corporation (CMHC) which has up to \$3.75bln to finance rental construction with low-cost loans in locales throughout the country that demonstrate dire need. The National Housing Strategy (NHS), unveiled late last year by the federal government, gives CMHC a central role in financing the construction of much-needed rental units.

Pocket Housing (Winnipeg)

An alternative to rooming houses on infill lots provides privacy and independence
(<https://www.cmhc-schl.gc.ca/en/inpr/afhoce/afhoce/tore/hoawpr/upload/Pocket-Housing-Nov12.pdf>)

Working with data from the 2001 Census, the City of Winnipeg identified its Spence and Centennial neighbourhoods as areas for major improvement: they have high proportions of one-person households and low-income households. There was a clear need for affordable housing, and the City had several infill lots that might be able to accommodate low-income singles and students, given the right design choice and “fit” with the neighbourhood.

Meanwhile, the Province of Manitoba, through the Winnipeg Housing and Homelessness Initiative (WHHI), put out a call for affordable housing proposals. S.A.M. Properties, a non-profit corporation that has 30 years’ experience in managing social housing, and MMM Group advanced the idea of “pocket housing” as an alternative to rooming houses. These were two-storey houses with eight studio-sized units, including one fully accessible and three barrier-free suites; each unit would have a separate entrance, ventilation, kitchen and washroom facilities, providing a measure of privacy and independence that traditional rooming houses lack.

To secure WHHI funding, the proposal had to gain the approval of the communities themselves—so S.A.M. Properties and MMM Group talked to community organizations, who were able to help identify available lots where the width and zoning would work for pocket housing.

Building on infill lots often requires unique design solutions, so there were approval challenges to overcome: for example, some of the suites did not meet the minimum area required by the zoning by-laws, nor were there enough parking stalls to meet the by-law requirements. However, with demonstrated community backing, MMM Group made a strong case to the City of Winnipeg for allowing these variances. This led to an approval for funding from WHHI, while the City sold the lots to SAM Properties for \$1 each. Today, four pocket houses add colour and character to Winnipeg’s Spence and Centennial neighbourhoods, while providing an attractive, affordable and private space for 32 single individuals.

Coach Houses (Ottawa)

Ottawa is giving serious consideration to Coach Houses (<http://ottawacitizen.com/news/local-news/explainer-coach-houses-are-coming-to-ottawa-heres-what-you-should-know>)

The City of Ottawa is considering Coach Houses, an apartment outside an existing residence. The city’s official plan and zoning bylaws already allow for secondary dwelling units in detached houses, duplexes and townhouses. Coach houses are something different — an apartment outside an existing residence. Commonly called “granny flats,” garden suites are temporary units, often a trailer, permitted for a limited time. A coach house has a foundation — it’s permanent. Coach houses bring more housing into established areas without affecting public spaces like streets or sidewalks. They’re also a good way to encourage a mix of ages and income levels and broaden the population base for efficient use of city resources such as recreation facilities.

It could be purpose-built or a retrofit of an existing structure such as a garage or shed. Either way, it must have services including water, sewer or septic, electricity and gas, and it must conform to the Ontario Building Code. The city is considering urban, suburban and rural areas, and detached lots, semi-detached lots and duplex lots. Townhouse lots are small and may not be suitable. The coach house could face a rear yard laneway, or it could be located in a rear yard, a side yard or a corner yard facing the street. It must be smaller and lower than the main house and can't detract from its character. Under current regulations, a detached shed or garage can't be more than 592 square feet or use more than 50 per cent of the yard. This may or may not be appropriate for a coach house. Zoning bylaws can't dictate style and building materials, but the city could create "design guidelines" that include elements such as window locations. (Taken from the Ottawa Citizen, October 26, 2015).

Laneway Homes/Tiny Houses (Hamilton and the United States)

Housing Solution – Laneway Homes? (<http://www.cbc.ca/news/canada/hamilton/laneway-tiny-units-1.3998639>)

Research shows smaller units are more cost effective than high-rise buildings. When paired with Hamilton's multiple laneway properties, it's a unique local fix. The project has been in the works for about seven years, but the logistics have been challenging. There were laneway-related challenges, namely how emergency vehicles would get back there to service the property. As of this month, the city has given the all clear on the emergency service front. Now, they look for sponsors and donors. Wetselaar envisions brightly coloured structures of donated steel with innovative designs that make the most of the space.

There are many examples from the U.S. In Madison, Wisc., for example, Occupy Madison built a tiny village with houses as small as 99 square feet. Its inhabitants are formerly homeless.

One of the earliest examples of the concept is Second Wind Cottages in Newfield, NY, where mechanic Carmen Guidi built a dozen 320-square-foot cottages for homeless men. Each costs \$12,000 US.

School Building Conversions into Affordable Housing Units

Examples of school building conversions into affordable housing units in the United States. (http://www.multifamilyexecutive.com/design-development/school-conversions-breathe-life-into-affordable-housing_o)

Several schools across the United States are being adapted into affordable housing. As more schools are mothballed—1,822 public schools were closed in 2009–10—the potential for conversions remains strong.

An example is a school, built in 1914, in Clendenin, W.Va., neighborhood. But just as children grow up, towns change and buildings age. The once-proud school sat abandoned for years until recently, when it was resurrected as affordable housing for seniors. In its rebirth, Riverview at Clendenin School provides 18 units of housing and serves as home for an expanded health clinic, a combination that allows its elderly residents to age in place.

Appendix B. Government Policy & Programs Regarding Housing

The Ontario Provincial Policy Statement

1.4 Housing

1.4.1 To provide for an appropriate range and mix of housing types and densities required to meet projected requirements of current and future residents of the regional market area, planning authorities shall:

- a) maintain at all times the ability to accommodate residential growth for a minimum of 10 years through residential intensification and redevelopment and, if necessary, lands which are designated and available for residential development; and
- b) maintain at all times where new development is to occur, land with servicing capacity sufficient to provide at least a three-year supply of residential units available through lands suitably zoned to facilitate residential intensification and redevelopment, and land in draft approved and registered plans.

1.4.2 Where planning is conducted by an upper-tier municipality:

- a) the land and unit supply maintained by the lower-tier municipality identified in policy 1.4.1 shall be based on and reflect the allocation of population and units by the upper-tier municipality; and
- b) the allocation of population and units by the upper-tier municipality shall be based on and reflect provincial plans where these exist.

1.4.3 Planning authorities shall provide for an appropriate range and mix of housing types and densities to meet projected requirements of current and future residents of the regional market area by:

- a) establishing and implementing minimum targets for the provision of housing which is affordable to low and moderate income households. However, where planning is conducted by an upper-tier municipality, the upper-tier municipality in consultation with the lower-tier municipalities may identify a higher target(s) which shall represent the minimum target(s) for these lower-tier municipalities;
- b) permitting and facilitating:
 - 1. all forms of housing required to meet the social, health and wellbeing requirements of current and future residents, including special needs requirements; and
 - 2. all forms of residential intensification, including second units, and redevelopment in accordance with policy 1.1.3.3;
- c) directing the development of new housing towards locations where appropriate levels of infrastructure and public service facilities are or will be available to support current and projected needs;
- d) promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation and transit in areas where it exists or is to be developed; and
- e) establishing development standards for residential intensification, redevelopment and new residential development which minimize the cost of housing and facilitate compact form, while maintaining appropriate levels of public health and safety.

Ontario Long-Term Affordable Housing Strategy (Previous Liberal Government)

New research and best practices that support Ontario's transformation towards a better housing system are reflected in the updated provincial housing strategy.

Ontario is taking action and making investments to achieve the vision of a province where:

Every person has an affordable, suitable and adequate home to provide the foundation to secure employment, raise a family and build strong communities.

Ontario passed the Promoting Affordable Housing Act on December 6, 2016, helping to ensure that the people of Ontario have better access to affordable and suitable housing.

The Promoting Affordable Housing Act amends four acts to help increase the supply of affordable housing and modernize social housing by:

- Giving municipalities the option to implement inclusionary zoning, which requires affordable housing units to be included in residential developments (in force on proclamation).
- Making second units such as above-garage apartments or basement units in new homes less costly to build by exempting them from development charges. Second units are a potential source of affordable rental housing and allow homeowners to earn additional income (in force on proclamation).
- Giving local service managers more choice in how they deliver and administer social housing programs and services to reduce wait lists and make it easier for people in Ontario to access a range of housing options.
- Encouraging more inclusive communities and strengthening tenant rights by preventing unnecessary evictions from social housing and creating more mixed-income housing.
- Gathering data about homelessness in Ontario by requiring service managers to conduct local enumeration of those who are homeless in their communities, so that Ontario can continue to work towards its goal of ending chronic homelessness by 2025.

Elements of the updated strategy include:

- a framework for a portable housing benefit that would give people more flexibility to choose where they want to live
- a modernized framework for social housing that will be developed with partners to align with our focus on poverty reduction and better manage legacy social housing programs
- a Supportive Housing Policy Framework to guide program improvements and support coordination across sectors to improve client outcomes
- an Indigenous Housing Strategy that is being developed with Indigenous partners
- next steps toward ending homelessness, reflecting recommendations made by the Expert Advisory Panel on Homelessness report released in late 2015
- amendments to the Residential Tenancies Act, 2006 that expand rent controls and strengthen protections for tenants

Ontario Paving the Way for More Affordable Housing (Previous Liberal Government)

April 11, 2018

Ministry of Housing

Ontario is paving the way for more affordable housing by giving municipalities the ability to require that affordable units are created in new residential developments.

Inclusionary zoning is a planning tool that allows municipalities to require developers to include affordable housing units in residential developments. The province has worked with municipalities, housing advocates, and developers to create regulations that give municipalities the flexibility they need to maximize the benefit of this new tool.

Under the new regulations, municipalities will be able to mandate that affordable units for low- and middle-income families are included in new housing developments to create mixed-income communities.

Municipalities will have the flexibility to:

- Decide the total number of affordable housing units to be included in some residential developments, how long units stay affordable, and what measures and incentives can be used to offset the costs of the development of affordable units
- Determine if, and how many, affordable housing units can be built on another site
- Expand housing options and increase the supply of affordable housing in their communities.

The new inclusionary zoning bylaws will apply to developments of 10 or more units, although municipalities could choose to set a higher threshold based on local circumstances.

Municipalities can also apply inclusionary zoning to any type of residential development--both ownership and rental--based on local needs and priorities.

Quick Facts

- Passed in December 2016, the amendments made under the Promoting Affordable Housing Act help increase the supply of affordable housing and modernize social housing in various ways, including implementing inclusionary zoning.
- Inclusionary zoning legislation will come into effect in Ontario on April 12, 2018.
- This tool has been used extensively by communities around the world, including in the United Kingdom and more than 800 municipalities in the United States.
- Inclusionary zoning is one of the many actions Ontario has taken to address rising housing costs and help families access housing that meets their needs.
- Ontario's Fair Housing Plan, announced in April 2017, includes 16 comprehensive measures to make housing more affordable for homebuyers and renters, while bringing stability to the real estate market and protecting the investment of homeowners.

Halton Region Programs *from 2016 State of Housing, Halton Region*

Halton Region oversees the administration of social housing in Halton. Halton Region provides a range of services, including access to affordable market housing, subsidized housing (rent-geared-to-income), housing with supports, an emergency shelter program, and financial assistance for low-income individuals and families experiencing difficulty with housing costs. All applications for Halton Access to Community Housing (HATCH) and rent supplement programs are administered through Halton Region.

Halton Region has allocated funding through the Community Homelessness Prevention Initiative (CHPI) Investment Plan. For the period April 1, 2017 to March 31, 2018, the allocation was \$5,043,122. Council approval is required for the projected use of CHPI funding, with reported results of actual financial expenditures and performance outcomes provided to the provincial Ministry of Housing, bi-annually. In addition to this provincial funding, Halton Region continues to enhance CHPI funding. Together, the funding supports:

- Emergency shelter solutions
- Housing with related supports
- Other services and supports (Halton Housing Help)
- Homelessness prevention
- Enhancement funding for capital repairs to shelter

Salvation Army Lighthouse Emergency Shelter has a 32-bed capacity as well as on-site crisis and mental health supports provided through the Canadian Mental Health Association (CMHA). In 2016/17, 807 individuals were provided shelter assistance.

The Family Emergency Shelter program provides emergency shelter to families with a goal to successfully secure long-term housing. The Halton Housing First program works in partnership with Wesley Urban Ministries and Halton Housing Help to provide permanent housing with wrap-around supports to chronically homeless households. Funding is utilized to integrate Family Shelter programming with existing Housing First, and other prevention initiatives. Wherever possible, families are assisted to remain in existing housing, with community supports.

The Housing with Related Supports program funded 152 beds across the Region in 2017/2018, housing vulnerable residents including individuals with disabilities, cognitive impairments and the frail elderly. Halton Region provides a per diem rate to providers.

Halton Housing Help, now in its fifth year, is accessible to Halton residents in-person, on-line and by phone, providing a rental listing service, information and system navigation supports to Halton based tenants and landlords, as well as landlord education and support. In 2016, Halton Hills residents accounted for 10.6% of usage (which included phone support, in-person support, and landlord engagement).

The Housing Stability Fund assists in homelessness prevention, providing financial support to families at risk, assisting with rental or utility arrears, last month's rent deposits, moving or storage costs, essential furniture, rapid re-housing support, as well as connecting people with existing supports in the community.

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 4,299 assisted rental housing units. Most of these units are governed under social housing legislation (3,997 or 93 per cent). The 4,299 units are located in 58 housing communities, owned and operated by 28 non-profit co-operative and private sector housing providers, including Halton Community Housing Corporation (HCHC). Halton Region provides rent-gear-to-income (RGI) assistance to 3,261 households living in these communities. RGI recipients are selected from the Halton Access to Community Housing (HATCH) wait list.

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.

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 2016, 78 additional HIP housing allowances were provided to Halton residents on the HATCH waitlist. As of December 31, 2016, 229 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 2016, Halton Region acquired an additional 58 rent supplement housing opportunities. Taking into account reductions in time limited Provincial funding, the rent supplement total at the end of 2016 was 614, including 197 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).

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. In addition, Halton Region's Strategic Action Plan 2015-2018 identifies the delivery of new assisted housing opportunities as a key priority.

Halton Hills – Excerpts from the Official Plan

The Town of Halton Hills Official Plan outlines enhancements in quality housing options.

From page A-3:

The new Official Plan assumes that the high quality of life now enjoyed by the Town's residents can be maintained and enhanced if the Town's distinct urban and rural character is maintained and enhanced. However, change is inevitable and it must be managed in an efficient and orderly manner to maximize the benefits of new development and minimize the impacts. It is therefore the intent of this Plan to provide Council with the tools to consider and mitigate the impacts of change on the qualities that make the Town a desirable place to live.

Through a variety of successful initiatives, the Town is taking numerous steps towards achieving a sustainable community characterized by cultural, economic, environmental and social well-being. Sustainable development is an important component of achieving this objective. Sustainable development is often defined as development meeting the needs of the present generation, without compromising the ability of future generations to meet their own needs. The benefits of sustainable development include a reduction in the environmental footprint through a variety of measures that include reducing water, energy and land consumption, minimizing construction waste and contaminants, and improving air quality and the natural environment. Additional benefits include improved community design, support of active transportation, efficient infrastructure use, stormwater management and lower long-term building operating costs.

As part of achieving a sustainable community there has been recognition of the need for sustainable building and development practices to use fewer resources during the construction process, and to reduce the greenhouse gas emissions and long-term operating costs of buildings.

From page A-15:

A2.9.1 Goal

To provide an adequate housing supply and range of housing choices to meet the needs of present and future residents.

A2.9.2 Strategic Objectives

- a) To ensure that there is an adequate supply of land for residential development subject to the availability of water and wastewater capacity;
- b) To assist in the achievement of residential intensification and affordable housing by encouraging opportunities for mixed-use development in appropriate locations;
- c) To encourage the use of surplus public lands for affordable housing only if the site is appropriate for such a use and located where the use would be compatible with adjacent uses;
- d) To ensure that a full range of housing opportunities are available for residents in the Town in accordance with the Town's Municipal Housing Statement;
- e) To encourage the development of seniors housing in the Town;
- f) To carefully control the conversion of rental housing to ownership housing to ensure that a viable amount of rental housing continues to be available;
- g) To encourage the provision of additional rental housing, within the financial capabilities of the Town, through the use of incentives to the private sector and the entering into of public/private partnerships;
- h) To support the Region in its responsibilities as the provider and manager of assisted housing;
- i) To participate in Regional, Provincial and/or Federal housing programs that support appropriate housing development in the Town;

- j) To support the provision of an adequate supply of residential care facilities and emergency housing, subject to appropriate senior government level funding, the provision of adequate community services for future residents of these facilities, and proper land use planning principles; and,
- k) To support universal physical access and encourage the building industry to incorporate such features in new residential structures.

From page D-4

D1.3.1.6. Accessory Apartments

An accessory apartment is permitted subject to the regulations of the Zoning By-law and the following criteria:

- a) the accessory apartment shall comply with the Ontario Building and Fire Codes;
- b) adequate parking is available on the lot for both dwelling units and minimizes the loss of outdoor amenity areas or landscaping;
- c) the accessory apartment is designed and located in such a manner to not have a negative impact on the character of the surrounding neighbourhood and to that end any building addition shall be compatible with the massing, height, and setbacks of adjacent dwelling units; and,
- d) municipal water and wastewater facilities are adequate and available.

Accessory apartments shall not be subject to the density provisions of this Plan. As a condition of approval, the Town shall require that dwelling units containing an accessory apartment be registered in accordance with the provisions of the Municipal Act.

D1.3.1.7. Garden Suites

Garden suites may be permitted in conjunction with a single detached dwelling in the Low Density Residential Area designation provided that:

- a) the suite is located in the rear yard and appropriate buffering and siting of the suite relative to adjacent properties is provided;
 - b) adequate parking is available on the lot for both the single detached dwelling and the garden suite;
 - c) a site-specific temporary use by-law is passed pursuant to the Planning Act;
 - d) the applicant enters into an agreement with the Town which addresses site location, buffering and installation/removal and maintenance during the period of occupancy; and,
 - e) municipal water and wastewater facilities are adequate and available.
- Garden suites shall not be subject to the density provisions of this Plan.

From page D-75:

D5 Built-up Area and Intensification Areas

D5.1 Objectives

It is the objective of this Plan that:

- a) Intensification Areas provide the focus for the majority of intensification within the Built-up Areas of Acton and Georgetown, and cumulatively attract a significant portion of the planned population and employment growth of these Urban Areas to 2031;
- b) Intensification Areas provide an urban form that is compatible with existing development areas, promotes live-work relationships, facilitates social interaction, improves public safety, is transit-supportive and reduces reliance on the automobile, promotes active transportation, and is more environmentally sustainable;
- c) Intensification Areas receive priority for infrastructure investment, including improvements to the road network, storm-water management, and community services to facilitate development and redevelopment in these areas;
- d) consideration is given by Council to financial, planning approval, and other incentives to support development and redevelopment within Intensification Areas, including the use of Community Improvement Plans;

- e) intensification is limited, outside of Intensification Areas, but within the Built-up Area, in accordance with the policies of this Plan;
- f) identified cultural heritage resources within the Built-up Area are conserved through the process of intensification;
- g) the appropriate type and scale of development in Intensification Areas is addressed through detailed area-specific plans for each area;
- h) development or redevelopment through intensification is characterized by high quality urban design;
- i) minimum densities for development and redevelopment are achieved in Intensification Areas; and,
- j) Intensification Areas provide high quality public open spaces with site and urban design that create attractive pedestrian-friendly places for social interaction.