

KK/
Windsor, Ontario March 19, 2014

A meeting of the **Housing Advisory Committee** is held this day commencing at 9:00 o'clock a.m. in the Town of Walkerville Meeting Room, 3rd floor, City Hall, there being present the following members:

Marina Clemens, Chairperson
Anna Angelidis
Frank Duralia
Elayne Isaacs
Gary McNamara
Heather McNamara
Cheryl Porter
Paul Renaud
Lorena Shepley (arrives at 9:20 a.m.)
Linda Wilson
Kirk Woodall (for Jim Steele)

Regrets received from:

Bill Bijl
Steve Govette

Also present are the following resource personnel:

Chris Aspila, Policy Planning
Judith Binder, CMHC
Dawn Bosco, Manager of Residential Support Services (A)
Debbie Cercone, Executive Director of Housing & Children's Services
Rob Oleynik, Program Coordinator, Housing & Children's Services
Karen Kadour, Committee Coordinator

1. CALL TO ORDER

The Chairperson calls the meeting to order at 9:14 o'clock a.m. and the Committee considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

2. DECLARATIONS OF CONFLICT

None disclosed.

3. **MINUTES**

Moved by A. Angelidis, seconded by H. McNamara,
That the minutes of the Housing Advisory Committee of its meeting held
November 5, 2013 **BE ADOPTED** as presented.
Carried.

4. **BUSINESS ITEMS**

4.1 **2014 Update of the Investment Affordable Housing (IAH) Program**

R. Oleynik distributes a document entitled “Data Summary March 2014
2013 IAH Program Component Implementation – April 1, 2013 to December 31, 2014”,
attached as Appendix “A”. The salient points of discussion relating to the document are
as follows:

IAH Rent Supplement Component Allocation \$6,451 M over 10 years
Overall target to March 31, 2014: 163 units – Actual take-up to date: 166 units
Program Year 3 April 3, 2013 to March 31, 2014
Unit allocation at full take-up
Funding not all full take-up due to ramp up and lower than budgeted per unit subsidy
Budgeted for average subsidy of \$400 per month
Actual to-date average of \$364 per month
Program Response City @ 92% County @ 8%

IAH Homeownership Downpayment Assistance Program – Total \$748,630
2013 Original Allocation plus Round 2 revolving funds and Ontario Renovates Transfer
\$692,230 IAH plus \$54,400

Maximum Assistance	\$17,300
Final Approvals	53 applications
Average Amount	\$14,144 per transaction
Remaining balance	\$0
Program Response	City at 58% County at 42%
App return ratio	10%

Ontario Renovates

Program Allocation	Homeowner \$913,120	Multi-Res \$214,000
Approved Apps	39	4 apps (13 units)
Average amount	\$23,413	\$16,462 per unit
Remaining funds	\$0	\$0
Program City	69%	100%
Response County	31%	0%
App return ratio – 10% to 15%		

2014 IAH April 1, 2014 to March 31, 2015

A housing allowance program will be introduced in 2014 to determine the benefits and challenges when compared to a rent supplement program.

2014 HOP Program Allocation effective April 1, 2014 - \$0.00

The Homeownership Down Payment Assistance Program will not be offered in 2014. This was known from the onset of the IAH program and is not an unexpected development.

2014 Ontario Renovates Program effective April 1, 2014 - \$1,115,831

The 2014 Ontario Renovates Program for Homeowners was released on March 8, 2014. The program runs until December 10, 2014 or when funds are depleted, whichever occurs first.

In response to a question asked by E. Isaacs if statistics are available relating to the sales of homes including bankruptcies, R. Oleynik responds this information can be provided for the next meeting.

In terms of the Ontario Renovates program in the County, J. Binder suggests the creation of small units in buildings as there are challenges locating housing for low income families.

P. Renaud questions if commercial properties can be converted to residential housing to which R. Oleynik responds commercial/residential conversions are not eligible under the program.

F. Duralia asks if there is a component for recipients who apply for the various programs, i.e. age. R. Oleynik states the programs are driven by a “crisis, adverse exceptional circumstances” criteria which can be applied to persons of any age.

F. Duralia indicates it appears the City of Windsor is an aging population growing into poverty. J. Binder states in a 2011 National Household Survey, the results showing the area of concern were women over 85 years of age.

4.2 Final Review of Local Rules – Housing Services Act

R. Oleynik advises the *Housing Services Act* came into force on January 1, 2012 and notable changes in the Act include that Service Managers have more flexibility and are responsible to develop 10-year housing and homelessness plans to be submitted to the Ministry of Municipal Affairs and Housing. As it relates to the Windsor Essex Summary – Areas of Local Service Manager Flexibility to adopt Local Rules – 2014, the following highlights relating to the *Housing Services Act* Recommendations (HSA) are provided:

1. *Time Period for Household to Report changes in come of household composition:*

Recommendation: Adopt 30 day calendar notification period. Housing provider or service manager may extend the notification period either before or after the period has expired in individual cases.

2. *Requirement to pursue certain types of income:*

Recommendation: Status Quo – adopt existing Pursuit of Income Rule.

3. *Maximum Housing Income Limits*

Recommendation: Adopt one set of housing income limits (HIL) for the entire Windsor Essex Service Area using the minimum Windsor HIL limits. The HILs for all municipalities in Windsor Essex will remain the same with the exception of Kingsville and Leamington. The HILs for Kingsville and Leamington will increase.

4. *Asset Limit*

Recommendation - Adopt Status Quo for now but complete a review of this matter and explore and identify the impact of adopting an Asset Limit.

5. *Previous Rent Geared-to-Income (RGI) Criminal Conviction Ineligibility*

Recommendation - Status Quo- Households with a criminal code conviction or a Tribunal decision confirming RGI fraud not eligible for rent geared-to-income assistance for two years.

6. *Maximum Absence from Unit*

Recommendation - Status Quo – adopt Local Absence Rule in place prior to the HSA.

7. *Overhoused Rule*

Recommendation - Adopt amended local Overhoused Rule providing clearer direction to tenants and housing providers.

8. *Refusal of Three Offers – Ineligibility*

Recommendation – Status Quo – retain and adopt the three refusal rule.

9. *Occupancy Standards*

Recommendation – Adopt amended Occupancy Standards to include kinship arrangements, improve child visitation rules and, improve reporting standards required by housing providers.

10. *Annual Income and Occupancy Review Intervals*

Recommendation – Status Quo – continue with 12 month annual reviews and more frequently, if required for both Central Housing Registry applicants and RGI households.

11. *Deferral or Forgiveness of RGI Rent*

Recommendation – Establish a rule to defer or forgive RGI rent to address dual rent circumstances and retroactive RGI rent adjustments in certain cases.

12. *Conflict of Interest*

Recommendation – Adopt existing Conflict of interest provisions in place prior to the HSA with added provision to address tenant Board members in arrears.

13. *Review of Certain Decisions*

Recommendation – Establish one central review body but allow the Community Housing Corporation to continue to conduct internal reviews generated within their portfolio. Defer the development of a review system for decisions made by the service manager until such time as the type of decision eligible for review is identified in the Regulations by the province.

14. *Ranking and Selection System*

Recommendation – Status Quo – retain existing centralized waiting list systems and application selection rules for now. Explore changes throughout 2014 and 2015 to address and improve applicant ranking to recognize need rather than ranking solely by date of application and include changes to achieve implementation of recommendations in the Ten Year Housing and Homelessness Plan.

As referenced in Item 9.4 Kinship Service Care Arrangement, E. Isaacs suggests the wording as it relates to “kinship arrangements” be amended. She distributes an excerpt from the Ministry of Children and Youth Services “Formal Customary Care – A Practice Guide to Principles, Processes and Best Practices”, attached as Appendix “C”.

Moved by G. McNamara, seconded by A. Angelidis,

That the Local Rules Windsor Essex 2014 pursuant to the *Housing Services Act* and Related Regulations Draft – Subject to City Council Approval” document **BE APPROVED**, and further that Topic #9.4 – Kinship Service Care Arrangement **BE AMENDED** to include the Formal Customary Care provisions.

Carried.

4.3 Review HAC’s Role under the 10 Year Housing & Homelessness Plan

The “Proposed Structure for the Implementation of Windsor Essex 10 Year Housing Homelessness Plan” document is distributed and attached as Appendix “B”. D. Cercone provides an overview of the proposed strategies for HAC to oversee as follows:

- The Housing Advisory Committee will be responsible for championing the implementation of the Plan.
- Develop outcome measures for key strategies in the Plan and engage in ongoing monitoring and reporting, including publishing an annual report card and semi-annual homelessness management information system reports once implemented,

as well as reporting quarterly and annually on municipally, provincially and federally prescribed performance measures.

- Establish a strategy for regular performance evaluation of the 10 year Plan and its strategies and invest in continuous improvement of housing and homelessness services.

D. Cercone also reviews the Proposed Strategies for the City of Windsor to Oversee, the Proposed Strategies for the Access Working Group to Oversee and the Proposed Strategies for the Housing First Working Group to Oversee.

G. McNamara states the housing issue should be a national strategy in Canada as the burden of providing housing to the community falls to the municipality.

4.4 Updates from HAC Members

None.

5. DATE OF NEXT MEETING

The next meeting will be held on Wednesday, May 21, 2014 at 9:00 o'clock a.m. in the Town of Walkerville Meeting Room, 3rd floor, City Hall.

6. ADJOURNMENT

There being no further business, the meeting is adjourned at 11:05 o'clock a.m.

CHAIRPERSON

COMMITTEE COORDINATOR