

**THE CORPORATION OF THE MUNICIPALITY OF NORTH GRENVILLE**

**BY-LAW NO. 2-19**

*A By-Law to Establish the Terms of Reference for the  
Affordable Housing Task Force*

**WHEREAS** the *Municipal Act 2001* enables the municipality to govern its affairs as it considers appropriate and to enhance the municipality’s ability to respond to municipal issues;

**AND WHEREAS** the Council of the Corporation of the Municipality of North Grenville deems it necessary and desirable to establish an Affordable Housing Task Force and to establish terms of reference for the Task Force;

**NOW THEREFORE** the Council of the Municipality of North Grenville hereby enacts as follows:

1. That an Affordable Housing Task Force be established as per the Terms of Reference, attached as Schedule “A” and forming part of this by-law.
2. The Clerk of the Municipality of North Grenville is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantically or descriptive nature or kind to the by-law and schedule(s) as may be deemed necessary after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.
3. This by-law shall come into force and effect on the date of passing.

PASSED AND ENACTED  
THIS 14<sup>th</sup> DAY OF JANUARY, 2019.

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NANCY PECKFORD  
Mayor

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CAHL POMINVILLE  
Clerk

# **Mayor's Task Force on Affordable Housing**

## **Terms of Reference**

### **Introduction**

The establishment of the Mayor's Task Force on Affordable Housing has been prioritized by the current Mayor and Municipal Councillors as a means of identifying priority short term and longer term objectives and implementation strategies aimed at advancing affordable housing availability and options for the residents of North Grenville.

### **Mandate**

The Task Force will examine the current state of affordable housing in the Municipality of North Grenville and make recommendations for strategies and opportunities to expand access for residents. The recommendations will include actions that may be taken by the Municipality to increase access to non-profit and subsidized housing, affordable rental housing and affordable home ownership for low and moderate income households. Recommendations will take into account the needs of residents at different stages of life and the range of housing options designed to lift individuals and families out of unaffordable or substandard housing and minimize risks for chronic homelessness.

### **Scope of Work**

- Research and recommend a definition of affordable housing
- Identify current and projected needs for affordable housing within the Municipality
- Identify existing affordable housing units/developments within the Municipality
- Understand the Municipal government's current approaches to increasing access to affordable housing, including the review of applicable North Grenville Official Plan policies and Zoning By-Law provisions
- Identify enablers and inhibitors in current Municipal government by-laws, policies and procedures (i.e. Development Charges By-Law) related to the goal of increasing access to affordable housing
- Determine strategies to improve Municipal access to programs and/or funding for the development of affordable housing available through the United Counties of Leeds & Grenville
- Research effective models of affordable housing and best practice strategies found in other municipalities, including secondary dwelling housing, coach houses, redevelopment, and mixed housing in new developments
- Identify potential partners and partnership strategies with the private, non-profit and government sectors to assist in the development of affordable housing
- Identify vacant development lands within the Municipality with the potential to be used for the development of affordable housing
- Identify strategies to promote the conversion of non-residential and residential buildings for use as affordable housing
- Review the Federal Government's *National Housing Strategy* and identify opportunities to seek funding through the National Housing Co-Investment Fund
- Review the Provincial Government's *Long Term Affordable Housing Strategy* and identify partnership and/or funding opportunities

## **Membership**

- The Mayor (Chair)
- One Municipal Council member
- Six to eight community members with a range of knowledge, skills and experience relevant to the work of the task force

The Task Force will invite additional content experts to attend and present at specific meetings in order to meet its mandate.

The Task Force will receive technical and administrative support from Municipal staff.

### **Responsibilities of Members**

- Collaborate on agenda items and priority areas of work for the Task Force
- Regularly attend and actively participate in meetings
- Prepare for meetings and review and/or contribute to reports, as indicated

## **Meetings**

The Task Force will meet a minimum of twelve times over the course of its mandate, averaging one meeting per month. Additional meetings may be held at the call of the Chair and as indicated to ensure the work of the Task Force is completed within the established timelines.

A majority of the members of the Task Force in attendance in person at the meeting will represent a quorum.

Task Force meeting minutes will be placed on the Committee of the Whole agenda.

## **Timelines**

An interim report will be completed by September 30, 2019.

The Task Force will complete its current mandate and author its final report by January 31, 2020 with a presentation to the Committee of the Whole to follow.