

COMMUNICATION 136041

Received From: Diane Smithson, Chief Administrative Officer
Addressed To: Committee of the Whole
Date: April 22, 2025
Topic: Summary Report – Supports for Affordable Housing

BACKGROUND

On August 13, 2024, Communication 135165 was presented by the Director of Development Services seeking Council's authority to submit an application under the second intake of the Housing Accelerator Funding (HAF) Program being administered by the Canada Mortgage and Housing Corporation (CMHC). In the report, the Director outlined the seven (7) initiatives that she and the CAO had shortlisted based on the HAF eligibility criteria as follows:

1. Comprehensive Fees Review to streamline processes, reduce overall cost of growth, and encourage affordable and missing middle housing
2. Ending Exclusionary Zoning and implement municipality wide Four Units As-of-Right Zoning
3. Cloud Based Planning Application Software
4. Adopt a Community Planning Permit By-law to streamline approvals process
5. Intensification through the Franktown Road Secondary Plan
6. Residential Integration in Highway District Lands to expand as-of-right permissions along key corridors
7. Partnering with Private and Non-Profit Housing Providers

The application was submitted by the September 13, 2024 deadline. In December, the Town was advised that it was successful with its application, which provided \$5.6 million. As part of its application, the Town committed to seven (7) local initiatives:

COMMENT

This report will partly address the Initiative of Partnering with Private and Non-Profit Housing Providers as outlined to CMHC as follows:

“Initiative 7 – Partnering with Private and Non-Profit Housing Providers

This initiative involves the Town working in partnership with both private and non-profit housing providers to discuss their plans for housing development within Carleton Place, determine what they require from the Town to ensure their plans become a reality, and obtaining Council and Board buy-in to formalize the partnerships and working towards assisting them where possible in the identified required areas.

Currently, non-profit affordable housing is provided by Carebridge Community Support Corporation, Carleton Place Non-Profit Housing Corporation, and the County of Lanark. Lanark County Interval House also provides second stage housing for at-risk individuals and families. The Town will commence this initiative by working with these non-profit developers while actively seeking additional opportunities to collaborate with new non-profit housing providers.

Additionally, the Town has several significant home builders who have expressed an interest in working with CMHC and the Town to develop affordable and equitable housing within the Town of Carleton Place. This option is viewed to be the best sustainable and long-term opportunity to provide affordable units in a de-centralized and integrated manner within the provision of market rental and owned housing stock.

Prior to the HAF funding announcement, the Town had not previously considered working in partnership with non-profit housing providers within the community. Any measures the Town had undertaken in the past to encourage affordable housing developments were done in an ad hoc manner with limited resources and information. The HAF program is encouraging the Town to work in partnership with other agencies to help create more truly affordable housing in our community.

It is envisioned that this initiative will entail a review and identification by the Town of available land/properties within the community either for new greenfield residential housing, renovation of existing housing and/or commercial properties that can be converted to residential housing.

In collaboration with the partners, the Town will review if additional initiatives are required in order to provide meaningful assistance to non-profit housing developers in order to help increase the development of missing-middle housing. The Town presently offers a suite of financial incentives under the Community Improvement Plan including development charge rebates, building permit fee rebates, tax increment equivalent rebates, accessory unit rebates and accessibility co-application.

The cost for this initiative reflects an estimation of staff resources to foster a formal partnership charter between the private and non-profit sector and local levels of government. It does not include any additional funding that may be provided to developers or the cost of any required land acquisitions or development applications.”

Meetings were organized with private and non-profit developers in February. The attached Summary Report outlines what was heard from these two (2) groups and recommends 11 actions.

It is clear that if we want to create affordable housing in the community, it will take greater involvement from the Town. The Town has an opportunity with the funding it received through the HAF program to help provide financial support to creating affordable housing without it initially costing the taxpayers of Carleton Place. In addition, not all the recommendations outlined in the Summary Report have financial implications however, they can go a long way in helping to support the private and not-for-profit developers who wish to help broaden the housing mix in Carleton Place.

FINANCIAL IMPLICATIONS

The recommendations contained within the Summary Report include increasing the Town’s current annual allocation to the Community Improvement Plan to support

Affordable Housing from \$50,000 to \$200,000 with this initial increase to be funded from the Housing Accelerator Fund grant funding. On an ongoing basis, Council should consider topping up the amount used in the previous fiscal year to this \$200,000 level and consider increasing the amount by an additional amount each year, where feasible. In order to accomplish this, staff recommend that Council utilize \$500,000 of the HAF funding to put into a reserve to help top-up the annual allocation under the program.

In Communication 135165, the estimate provided to undertake the seven (7) initiatives was \$560,000 which would be paid from the \$5.6 million received through the HAF program. Some of the actual costs for these initiatives actually came in significantly lower than the estimated costing i.e. Comprehensive Fees Study estimate at \$125,000 with the actual cost at \$60,981.72 leaving a surplus of \$64,018.28 and the \$25,000 allocated to this project which will likely not be utilized. These savings can be used to help offset the proposed increase to support Affordable Housing.

STAFF RECOMMENDATION

THAT Council receive the Summary Report – Supports for Affordable Housing as outlined in the report by the CAO dated April 22, 2025; and

THAT staff be instructed to meet the requirements of the Partnering with Private and Non-Profit Housing Providers Housing Accessibility Fund initiative by:

1. authorizing the creation of an Affordable Housing Committee;
2. approving an annual funding level for affordable housing; and
3. considering the disposal of available Town-owned land that could be utilized for the creation of Affordable Housing units that staff will bring forward at a future meeting.

ATTACHMENT

Summary Report – Supports for Affordable Housing