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Report To: Council

Date of Meeting: July 3, 2018

Report Number: CAO-009-18 **Resolution:** #C-251-18

File Number: **By-law Number:**

Report Subject: Clarington Task Force on Affordable Housing

Recommendations:

1. That Report CAO-009-18 be received;
2. That the Terms of Reference for the Clarington Task Force on Affordable Housing (Attachment #1) be approved;
3. That the following individuals be appointed to the Clarington Task Force on Affordable Housing:

Councillor Partner
Councillor Hooper
Henry Wildeboer, Former Pastor
Bob Malone, Newcastle & Bond Head Ratepayers Association
Sylvie Parker, Orono Community Collective
Selena Blake, DAFRS
Milt Dakin, Forestree Place
Anthony Adrien, CMHC
Mary Bone, CEO, Habitat for Humanity
Charlie Trim, Parkview Lodge
Joyce Kufra, Parkview Lodge

4. That all interested parties listed in Report CAO-009-18 and any delegations be advised of Council's decision.

Report Overview

The purpose of this report is to provide Terms of Reference for the Clarington Task Force on Affordable Housing for Council's consideration.

1. Background

- 1.1 On June 18, 2018, General Governance Committee passed Resolution #GG-352-18 which provided as follows:

Whereas the Council of the Municipality of Clarington is committed to addressing the increasing issue of providing suitable and affordable housing needs for their residents; and

Whereas more affordable rental housing for both low and moderately-low income households is required; and

Whereas the requirement for seniors housing needs should be broader to support and address seniors financially and physically;

Therefore be it resolved:

That the Council of the Municipality of Clarington support the implementation of the Regional Municipality of Durham's Affordable and Seniors' Housing Task Force;

That the Chief Administrative Officer or a designate be directed to take part in the Interdisciplinary Tactical Team (referenced in the Regional Municipality of Durham's Affordable and Seniors' Housing Task Force Report);

That the Council of the Municipality of Clarington form a Clarington Task Force on Seniors' and Affordable Housing which will assist with the support, creation and maintenance of affordable housing;

That Councillor Wendy Partner and Councillor Ron Hooper be appointed as representatives to the Clarington Task Force on Seniors' and Affordable Housing; and

That Staff report back with proposed Terms of Reference for the Clarington Task Force on Seniors' and Affordable Housing.

- 1.2 This report responds to the direction given to staff in this resolution.

2. Discussion

- 2.1 The Terms of Reference for the Clarington Task Force on Affordable Housing (Attachment #1) are based on the Municipality's standard terms and are generally consistent with the Terms of Reference for the Regional Municipality of Durham's Affordable and Seniors' Housing Task Force.

2.2 The Terms of Reference provide for a maximum of 14 voting members, with at least 2 but not more than 3 Council members.

3. Concurrence

Not Applicable

4. Conclusion

It is respectfully recommended that the Terms of Reference (Attachment #1) be approved and that the individuals listed be appointed to the Task Force.

5. Strategic Plan Application

Not applicable.

Submitted by:



Andrew C. Allison, B. Comm, LL.B,
CAO

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Attachments:

Attachment #1 – Draft Terms of Reference for Clarington Task Force on Affordable Housing

Term of Reference

Clarington Task Force on Affordable Housing

Background

Following an Official Visit and Roundtable Discussion with the Lieutenant Governor Elizabeth Dowdeswell on January 29, 2018, a Task Force on Affordable Housing was formed.

Mandate

The Clarington Task Force on Affordable Housing shall provide advice, comments and recommendations to Council on issues related to affordable rental housing for both low and moderately-low income households and seniors housing needs to support and address seniors both financially and physically.

Scope of Activities

- Assist with the support, creation and maintenance of affordable housing with particular emphasis on affordable housing for seniors;
- Provide advice, comments and recommendations on issues related to affordable housing;
- Build relationships between Municipal staff, Regional staff, developers and the community;
- Foster a greater understanding of the need and commitment to address the issue of providing suitable and affordable housing for our residents;
- Provide an opportunity to meet with various partners to raise awareness and address barriers;
- Consult with other groups and/or Task Forces on issues of mutual interest.

Membership and Representation

The Task Force shall be comprised of a maximum of 14 voting members including at least 2, but not more than 3, members of Council.

A maximum of 11 citizen members may be appointed. Citizen appointments should represent a broad range of interests in the community.

Responsibilities and Obligations of Members

All Task Force members shall abide by these Terms of Reference. Members must also be willing to commit the time required to understand and evaluate the information provided, as well as be open-minded to various options and perspectives.

The Task Force and its members shall not act outside of the mandate and advisory capacity of the Task Force. Should a Task Force member wish to comment on an issue that is within the mandate of another Council Task Force, the Chair shall consult with the responsible liaison and the Chair of the other Task Force.

Chair and Vice-Chair

The Task Force shall select a Chair and Vice-Chair from among its members.

The Chair shall provide leadership to the Task Force, ensure that the Task Force carries out its mandate and act as liaison between the Task Force and staff. The Chair shall set the agenda for each meeting.

In the Chair's absence, the Vice-Chair shall assume the position and responsibilities of the Chair during this time.

The Chair may speak on behalf of the Task Force to Council or the public. Other members shall not act or speak on behalf of the Task Force without prior approval of the Task Force.

Conflict of Interest

Members of the Task Force must abide by the *Municipal Conflict of Interest Act*.

Public Participation

All Task Force meetings are open to the public. Members of the public are not permitted to participate in Task Force discussions but may appear as a delegation before the Task Force. Delegations shall be for a maximum of 10 minutes. Those wishing to appear as a delegation at a Task Force Meeting must advise the staff liaison.

The Chair may eject any member of the public from a meeting if, in the opinion of the Chair, that person is being disruptive and disrespectful.

Meetings

Task Force meetings will generally be held in the Municipal Administrative Centre, although meetings may occasionally be held elsewhere if deemed necessary or appropriate by the Chair.

The Task Force will generally meet monthly. Additional meetings may be required based on the work of the Task Force.

This is an ongoing advisory Task Force, therefore, no set timelines have been established.

Quorum shall consist of a majority of sitting members.

Staff Support

Heather Keyzers, Community Coordinator, Mayor's Office will liaise and attend Task Force meetings to take minutes and assist further as needed. Minutes of the Task Force meetings shall be provided to Council.

The CAO or designate shall be the liaison between the Task Force and the Region of Durham's Affordable and Seniors' Housing Inter-Disciplinary Tactical Team.

Other members of Municipal staff will provide support as necessary.