

London Housing Advisory Committee

Report

4th Meeting of the London Housing Advisory Committee
April 10, 2019
Committee Room #4

Attendance PRESENT: B. Odegaard (Chair), J. Coley Phillips, D. Nemeth, J. Peaire, D. Peckham, N. Reeves, K. Kaill; and P. Shack (Secretary)

ALSO PRESENT: J. Browne, G. Matthews and D. Purdy

REGRETS: A. Galloway, M. Inthavong, J. Malkin and J. Stickling

The meeting was called to order at 12:20 PM

1. Call to Order

1.1 Disclosures of Pecuniary Interest

That it BE NOTED that no pecuniary interests were disclosed.

2. Scheduled Items

2.1 People's Forum on Housing

That the following action be taken with respect to the People's Forum on Housing:

that J. Browne, Chief Executive Officer, London and Middlesex Community Housing, S. Giustizia, Chief Executive Officer, Housing Development Corporation, D. Purdy, Manager, Housing Services and O. Katolyk, Chief Municipal Law Enforcement Officer BE REQUESTED to attend a future meeting of the London Housing Advisory Committee (LHAC) to address the concerns raised by J. Thompson, Life Spin, with respect to the lack of affordable housing and property standard by-law enforcement;

it being noted that the attached presentation and handouts from J. Thompson, Life Spin, with respect to the People's Forum on Housing, were received.

2.2 Age Friendly London Housing Initiatives Update

That it BE NOTED the attached presentation from M. Dellamora, Specialist II Municipal Policy(Age Friendly London), was received.

3. Consent

3.1 3rd Report of the London Housing Advisory Committee

That it BE NOTED that the 3rd Report of the London Housing Advisory Committee, from its meeting held on March 13, 2019, was received.

3.2 Municipal Council resolution adopted at its meeting held on March 26, 2019 with respect to the 2019 appointments to the City of London Advisory Committees (ACs)

That it BE NOTED the Municipal Council resolution adopted at its meeting held on March 26, 2019 with respect to the 2019 appointments to the City of London Advisory Committees, was received.

3.3 Notice of Planning Application - Official Plan and Zoning By-law Amendments - 146 Exeter Road

That it BE NOTED that the Notice of Planning Application Official Plan and Zoning By-law Amendments-146 Exeter Road, from N. Pasato, Senior Planner,were received.

3.4 Public Meeting Notice - Zoning By-law Amendment - 536 and 542 Windermere Road

That it BE NOTED that the Public Meeting Notice- Zoning By-Law Amendment- 536 and 542 Windermere Road, from M. Campbell, Planner II, was received.

4. Sub-Committees and Working Groups

None.

5. Items for Discussion

5.1 (ADDED) Housing Mediation Report - G. Matthews

That it BE NOTED that the London Housing Advisory Committee heard a verbal update from G. Matthews, Housing Mediation Officer, with respect to the Housing Mediation Annual Report.

6. Deferred Matters/Additional Business

None.

7. Adjournment

The meeting adjourned at 1:30 PM.




LIFE SPIN


AFFORDABLE HOUSING

A COMMUNITY PERSPECTIVE

LEGISLATIVE TOOLS

Housing Policy for Affordable Housing





2

DEFINITION OF AFFORDABLE HOUSING

- “For **affordable rental housing projects**, the maximum rent levels for affordable rental units will be set annually at **70% or below** of the CMHC average market rent for rental housing within the City of London. The CMHC core need income thresholds are adjusted to include utilities.”

(By-law No. CPOL-75-307);
Amended June 26, 2018 (By-law No. CPOL-356-347)





3

HOW MUCH SHOULD WE BE BUILDING?

Affordable New Residential Development

- London has a target of 25% of housing to be **affordable to Low- and Moderate-income households** as defined in this Plan and the Provincial Policy Statement may be met through **new residential development and residential intensification** through the conversion of non-residential structures, infill and redevelopment.

25%

(Clause iv) deleted and replaced by OPA 438 Dec. 17/09





4

WHAT SHOULD WE SEE?



BONUSING

Provide density bonuses, where suitable, to proposals which have an affordable housing component **above** the 30% minimum in larger residential developments (generally greater than 5 hectares)





INCLUSIONARY ZONING

25% minimum of all additional units added when developers request additional units per hectare

To be counted as affordable, they must be 70% of market rents or lower.



5

INNOVATIVE DESIGN AND SERVICING STANDARDS



APPROVAL PROCESS







STAFF ASSISTANCE





6

NEW AFFORDABLE HOUSING



LIFE SPIN

2

AFFORDABLE HOUSING RESERVE FUND

50% FOR TRANSITIONAL HOUSING WITH SUPPORTS



Must be a not-for-profit that can demonstrate the housing and the support services are sustainable



50% of the Affordable Housing Reserve funds to build affordable permanent housing targeted to low income individuals or families

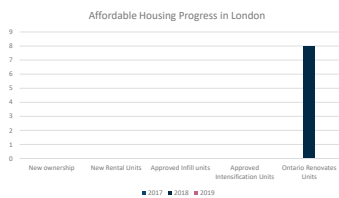


50% FOR NEW AFFORDABLE HOUSING

LIFE SPIN

3

ANNUAL HOUSING MONITORING REPORT



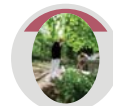
Units that meet 70% of Market Rate Criteria



LIFE SPIN

4

WHAT ELSE CAN LONDON DO?



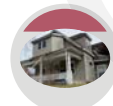
COMMUNITY LAND TRUSTS

A land trust works by buying property and removing it from the speculative market, then building or rehabilitating and maintaining the building as affordable housing.



HOME OWNERSHIP

Between 2008 and 2013, 254 low-income households received down-payment assistance to purchase a home. The Affordable Homeownership Reserve Fund already exists



ONTARIO RENOVATES

In 2013, 36 households received grants for accessibility repairs. The funding for these grants was not used again until 2018. It was depleted in two weeks and may have only helped 8 families.



REPAIR VACANT SOCIAL HOUSING

There are many vacant units of social housing, with a wait list of more than 4,400 families in desperate need.

LIFE SPIN

5

PROPERTY STANDARDS BYLAW ENFORCEMENT



LIFE SPIN

6

Absentee Landlord - Speculators

Leaking roof causes mould

Rain shingles on to Neighbouring properties



Vent for gas stove sealed

Sewer pipe burst & was not repaired



Only one tenant remains, living in unsafe conditions. The CMHC-supported tenant was also relocated. Property Standards By-law not enforced.

LIFE SPIN

7

PROPERTY STANDARDS BYLAW ENFORCEMENT FOR LAND SPECULATORS IS NEEDED TOO.

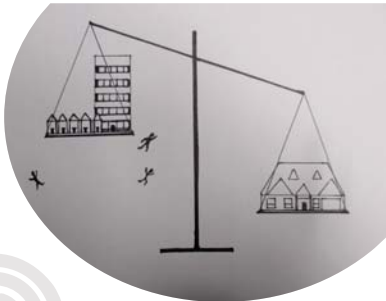


BUSINESSES, LAND AND HOMES



LIFE  SPIN

LONDON NEEDS
RIGHT'S- BASED
AFFORDABLE HOUSING
ACTION



LIFE  SPIN



LIFE  SPIN

THANK YOU

 LIFE@EXECULINK.COM

 [HTTP://WWW.LIFESPIN.ORG](http://WWW.LIFESPIN.ORG)

ORIGINAL ART BY: MYRNA PRONCHUK

**LIFE*SPIN Submission
to the London Housing Advisory Committee
April 10, 2019**

LIFE*SPIN welcomes the opportunity to place its concerns about affordable housing before the London Housing Advisory Committee.

INTRODUCING LIFE*SPIN

LIFE*SPIN is an independent agency with a wide range of programs for low-income individuals and families. These include advocacy, income-tax help, a free summer day camp, a free store, the organization of Christmas sponsorships that match donors with families in need, a free recreational program for girls, and more.

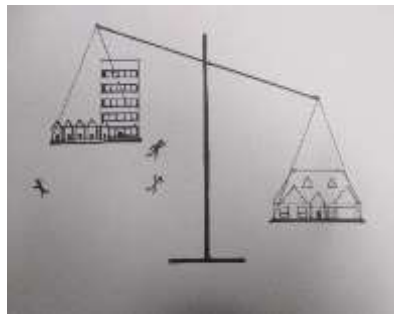
Most significantly in this context, we have 10 affordable apartments for long-term tenants in our well-maintained and lovingly restored heritage building in the Old East Village.

Working with more than 5,000 low-income families every year, including both tenants and home-owners, we witness too many low- and moderate-income Londoners forced to live in substandard housing, often having to choose between feeding their families and paying rent. Results of a survey of more than 200 LIFE*SPIN clients on housing issues will be found later in this submission.

Change is needed, and it is disheartening that despite clear visions, plans, objectives, and monitoring criteria, London is losing ground.

Low Income Family Empowerment * Sole-support Parents Information Network

“Building Community Foundations for Self-Reliance”



Myrna Pronchuk

“Housing rights are human rights and everyone deserves a safe and affordable place to call home” –
Prime Minister Justin Trudeau, November 2017.

By introducing a National Housing Strategy (NHS) and making a commitment to a rights-based approach to housing, the federal government is taking a significant step towards tackling Canada’s housing crisis. LIFE*SPIN is one of the many organizations, citizen groups, and concerned Londoners who welcome a national plan. Yet, we recognize that there is a long way to go to overcome the systemic issues that have led to so many homeless and under-housed Canadians. In our own community, we have not seen a substantial report on affordable housing since 2013. A staggering 1.7 million Canadian families are without housing that meets their basic needs. Over 24 percent of Canadian households spend more than a third of their income on shelter costs.

In London, the waiting list for subsidized housing is over 4,400. London’s plan for affordable housing development should be producing 25% of new developments as affordable, yet no department is seeing this through. The result is that nearly all the new housing being developed is for upper income earners. Those with moderate incomes have had to buy the less costly housing available in the east end, displacing low-income families there. The Old East is already far along the road to complete gentrification and SoHo is next in line. Meanwhile, social housing locations increasingly target those who need high levels of clinical and social supports, which are not suitable for vulnerable seniors, families, or those with disabilities. Diverse neighbourhoods are disappearing and low-income families are forgotten by this City.

We are pleased that the federal government is taking leadership to address the critical issue of housing. We are looking at ways our community can find opportunities to provide feedback that will inform the federal strategy and its implementation through our municipality. In this submission, LIFE*SPIN will present key suggestions for a rights-based approach, from the perspective of our low and moderate-income families.

RIGHT-BASED APPROACH

A rights-based approach to housing must include the following key elements.

1. Legislation

We support London’s commitment to embedding the creation of new affordable housing in our bylaws to ensure that it is an ongoing priority. This is an important step, but more is needed to protect the right to housing by ensuring the monitoring is enforced or find an accountable mechanism to deliver action.

Definition of Affordable Housing

a) London City Council's policies underwent a complete review in 2018¹

The Affordable Housing Reserve Fund has very specific criteria for it to be used, including this a clear definition of affordable housing: "For affordable rental housing projects, the maximum rent levels for affordable rental units will be set annually at 70% or below of the CMHC average market rent for rental housing within the City of London. The CMHC core need income thresholds are adjusted to include utilities."²

- Policy Name: Affordable Housing Reserve Fund Implementation
- There are currently no reports since 2013 available whether any projects have met these criteria. It may be that some churches and/or community groups have met this criteria, but no reports are available of actual built/occupied projects.

b) "The City will, within its legislative powers and policies, pursue opportunities for no less than half of the affordable housing units created through new residential development, as required in policy 12.2.1. (iv), to be affordable to the lowest 30th percentile of household incomes in the City of London".³

- Policy Name: Housing Policies
- This requires 50% of affordable housing projects to be available to residents in receipt of social assistance. Currently, they are being told they do not qualify for any housing that is not designated as a social housing, with a waiting list greater than 4,400.

Measures to Increase the Supply of Affordable Housing

- 25% of new residential developments is supposed to be affordable.
- "A target of 25% of housing to be affordable to Low- and Moderate-income households as defined in this Plan and the Provincial Policy Statement may be met through new residential development and residential intensification through the conversion of non-residential structures, infill and redevelopment."
- Policy Name: 25% Requirement⁴

¹ <https://www.london.ca/city-hall/city-council/AZ%20Documents/Affordable%20Housing%20Reserve%20Fund%20Implementation%20Policy.pdf>

² Policy Legislative History: Enacted August 22, 2017 (By-law No. CPOL.-75-307); Amended June 26, 2018 (By-law No. CPOL.-356-347)

³ www.london.ca/city-hall/by-laws/Documents/Chapter-12.pdf
Clause xi added by Ministry Mod #26 Dec. 17/09

⁴ www.london.ca/city-hall/by-laws/Documents/Chapter-12.pdf
Clause iv deleted and replaced by OPA 438 Dec. 17/09

The tools to achieve these targets are also clearly defined and achievable.⁵

The problem, again, is no monitoring, reporting, and accountability. Does the Housing Advisory Committee have to make a submission on every zoning request, or is staff required to report the tools used to meet the targets on each zoning amendment and development application? London is not meeting its obligations, so we ask that the City enforce its clear obligations in the area of affordable housing, and delineate who is responsible to report our implementation successes or failures.

- a) Existing tools available to the City to increase the supply of affordable housing
 - 1. New Areas for Intensification (Clause ii) amended by OPA 438 Dec. 17/09)
 - 2. Bonusing (Clause iii) amended by OPA No. 88 - OMB Order No. 2314 - approved 99/12/23)
 - 3. Approval Processes
 - 4. Assistance
 - 5. Innovative Design and Servicing Standards (Clause vi) added by OPA No. 88 - OMB Order No. 2314 - approved 99/12/23
 - 6. Surplus Municipal Lands (Clause vii) added by OPA 438 Dec. 17/09)
 - 7. Surplus Provincial and Federal (Clause viii) added by OPA 438 Dec. 17/09

This toolbox is not being utilized and we are, therefore, losing ground and the resources to meet the housing needs in our community are being depleted without consideration of the actual plans in place to ensure we can meet changing housing needs. The external forces of outside investors buying property for speculation, rising property costs, and the growth needs for housing are getting the upper hand because the official plan is being picked apart, piecemeal, without consideration for the long-term impacts on our community.

2. Monitoring

Enough visions and plans! For years we have gathered, spent hours and lots of money on deep engagement with staff to identify systemic barriers, make formal recommendations for remediation, and devise plans and legislative tools to implement the various plans, including the *Affordable Housing Task Force Report*, *Exploring Sustainable Housing Development*, *the Strategic Plan for the City of London 2015-2019*, *Homeless Prevention and Housing Plan*, *Rethink London*, *The London Plan*, and the *Official Plan* (1989).

It is not fair or reasonable to ask London to do another round of consultations that suggest staff will come up with another revised and improved plan; not until we receive

⁵ (Subsection 12.2.2 amended by OPA No. 88 - OMB Order No. 2314 - approved 99/12/23) (Section 12.2.2. amended by OPA 438 Dec. 17/09).

the required progress and monitoring reports. There is no updated or relevant information in any written reports.

The **Community Engagement Policy**, amended on June 26, 2018 (By-law no. CPOL-279-270) states:

- 4.3 “Information and communications are easy to find, access and understand.”
- 4.5 “All processes will be open, understandable, transparent and inclusive.”
- 4.9 The City’s responsibility is to “keep the public informed by providing timely, accurate and accessible information”

Housing Monitoring Report

The City is not meeting the requirements of monitoring and reporting to the community. Every two years, “the City, through a biennial Housing Monitoring Report, shall update and assess its residential land supply; evaluate housing conditions, the supply of affordable housing, development trends and densities; analyze other housing supply and demand factors; review the recommendations of the Affordable Housing Strategy (2005); and assess the demand for Affordable Housing.”⁶

Affordable Housing Monitoring

The City will undertake **annually**, an assessment of the following:

- a) Proportion of new ownership and rental houses, by housing form, which satisfies the definition of Affordable Ownership Housing and Affordable Rental Housing of this Plan. (Clause (a) amended by OPA 438 Dec. 17/09)
- b) Proportion of resale housing forms which satisfies the definition of Affordable Ownership Housing of this Plan. (Clause (b) amended by OPA 438 Dec. 17/09)
- c) Rental vacancy rates, and the anticipated trend in vacancy rates.
- d) Vacant lands capable of providing affordable housing by housing form.
- e) Infill and Intensification projects approved and refused by Council.
- f) A review of neighbourhoods and current zoning to identify potential areas which can be pre-zoned to allow increased intensification.
- g) Supply of available rooming and boarding units.
- h) An analysis of land and building costs for new residential construction.
- i) Potential surplus municipal lands to be evaluated for the suitability for the development of affordable housing as per the requirements of policy 12.2.2. vii) of this Plan.
- j) Potential surplus Provincial and Federal government lands to be evaluated for the suitability for the development of affordable housing as per the requirements of policy 12.2.2. vii) of this Plan.

⁶ (Subsection 12.2.4 amended by OPA No. 88 -OMB Order No. 2314 -approved 99/12/23)
(Section 12.2.4. amended by OPA 438 Dec. 17/09).

- k) Wait list for subsidized housing.
- l) Homelessness data.
- m) Demolition and conversion statistics. (Clauses (i) to (m) added by OPA 438 Dec. 17/09)

While law should not be seen as the only way to ensure housing rights, it is unique in its ability to both establish and define clear municipal obligations in the area of affordable housing. Moreover, it offers advocates at all levels an important tool that can be used as part of a larger movement aimed at positive and progressive change. This will also better enable our municipality to carry out the programs and directives of the National Housing Strategy. Without these details, there will simply be more wealth accumulation by dispossession of land, resources, and neighbourhoods.

POLICY FAILURES

With no clear delineation of responsibility, mistakes are being made.

1. Secondary Suites

A single detached dwelling, semi-detached dwelling or a street townhouse dwelling may be permitted to contain a secondary dwelling unit as an ancillary and subordinate use in accordance with policy 3.2.3.9 Secondary Dwelling Units of this Plan.⁷

However, The Official Plan Amendment and Zoning By-law Amendment of July 25, 2017 permits secondary dwelling units, but “affordability” of these units were not stipulated. How did this happen? How can we rectify this omission?

2. Inclusionary Zoning

We know how this mistake is being made. Council directed staff in July 2018 to implement affordable housing in an Inclusionary zoning agreement. Staff and Council deferred to a recommendation from the Housing Development Council that met none of the criteria of affordable housing. Council was given the report late at night and not one member referred to the council manual before accepting a watered down concession that provides no units of affordable housing. This makes all reports from the Housing Development Corporation suspect, except there are no actual reports.

3. ACTION

Action requires leadership. Without a dedicated Housing Leadership Team on City Council, London has made little progress on developing affordable housing.

⁷ (Section 12.2.2.1. added by OPA 438 Dec. 17/09) (section amended by OPA 645).

Housing Advisory Committee

The London Housing Advisory Committee must be equipped with the necessary tools to conduct deep interaction with the community, identify systemic barriers which are thwarting the progress promised in our bylaws. Council once had a Council Housing Leadership Committee, made up of City Council members, that stayed informed about residential development, affordable housing targets and the implementation of affordable housing. The last significant report on accomplishments in this regard was in 2013, six years ago, when there were fewer staff implementing the programs, but with outcomes we have not seen since.

The London Housing Advisory Committee has an opportunity to ensure the right to housing is again truly participatory and that concerns are responded to by City staff/corporations/Council promptly and with transparency. We believe that the community needs to be kept informed in order for the Committee to have real power to hold Council to account and make recommendations that address the systemic barriers to creating new affordable housing in our community. We hope to begin a process to identify community members who are well-resourced with understanding of social justice, to provide research and support the Committee, to ensure that you can use our experiences as a powerful tool to inform Council on the delivery and monitoring of progress to ensure accountability.

People's Forum on Housing

Community members have begun to assemble and research the policies and progress concerning affordable housing action in our community. We are setting a vision and goals to gather our resources and voices in a coalition for neighbourhood sustainability that maintains and builds affordable housing and diversity. Transparent and effective mechanisms of accountability are needed now.

Through the National Housing Strategy, the federal government is promising billions of dollars for affordable housing and social housing repairs. We welcome this much-needed investment, but we want more than simply maintaining the status quo. We want to see local decisions that benefit our local neighbourhoods. We want to see the toolbox being used and more tools added.

What is getting lost in the staff-directed "visioning" is action to deal with the fact that affordable housing already in place is being lost at a very fast rate. We see social housing being utilized for transitional housing without replacement of the affordable units being taken. We see our neighbourhoods being gentrified as rental properties are purchased by families that cannot find new-built housing within their budgets. We see intensification with no affordable housing. We see infill, sometimes even on protected areas, for single-detached housing. We see farmlands being replaced with single

detached homes; 3-car-garages with living quarters attached. We see entire communities being constructed with no diversity or affordable housing.

We are tired of consultation with no action and no accountability.

WHAT CAN LONDON DO NOW?

1. Build Supportive Housing Units

- Housing 1st has three cornerstones. The Affordable Housing Reserve Fund can help meet one, but the other two must be in place and be sustainable.
- 50% of the Affordable Housing Reserve funds to build transitional housing that will facilitate the movement of individuals and families from homelessness or the risk of homelessness to longer-term, independent housing.
- Must be a not-for-profit that can demonstrate that the housing and the support services are sustainable.

2. Home Ownership Program

- Between 2008 and 2013, 254 low-income households received down-payment assistance to purchase a home.
- The Affordable Homeownership Reserve Fund already exists.
- We can find no reports of the delivery of this program from 2014 to 2019, nor evidence of Council's decision to dismantle this affordable housing mechanism.

3. Ontario Renovates

In 2013, 36 London households received grants for accessibility repairs. The funding for these grants was not used again until 2018. There is no report on how many people applied for the grants, whether they were for seniors or disabled, and how many were granted. The program was not advertised, but the money was gone in two weeks. Clearly we are not meeting the need.

4. Community Land Trusts

A land trust works by buying property and removing it from the speculative market, then building or rehabilitating and maintaining the building as affordable housing. The largest land trust project is in Vermont (see <https://www.youtube.com/watch?v=KFZFCxdry9g>). This is not a new concept and we have "visioned" this in London before. Some Canadian cities are doing this in a big way, Vancouver, for example, (see <https://www.theglobeandmail.com/real-estate/vancouver/how-community-land-trusts-could-help-build-affordable-vancouverhousing/article34026679/>).

5. Limited Equity Co-operatives

Co-op members first obtain a "blanket" or collective mortgage. Each household purchases a share by paying a relatively small up-front fee, similar to (but much lower

than) a down payment on a conventional mortgage. They then make modest monthly payments toward the building's maintenance, mortgage, and taxes. (Research shows these payments average roughly half of market-rate rents.) When a member moves, a new member purchases their share, and the original member receives their initial down payment plus a modest appreciation. The City could utilize the Affordable Housing Reserve Fund to help build new Co-op Housing.

6. Property Standards Bylaw Enforcement

Because 25% of residential development has not provided new affordable homes for families with moderate incomes, they have moved into the housing market by purchasing homes that once provided reasonable rents for low-income families. Low-income families have no access to social housing unless they can enter the "Urgent Need" category by going into a shelter.

A survey of 205 families conducted by LIFE*SPIN in November 2018 found that:

- 33% live with a disability
- 100% have at least one child living with them
- 9% also have a senior dependent
- 37% live in subsidized housing
- 15% are on the waiting list for subsidized housing
- 5% are home-owners
- 95% pay their own water/hydro costs
- 50% pay for gas

As to property standards:

- 21% have issues with their electrical service
- 47% have issues with their plumbing services/fixtures
- 53% need flooring or walls repaired
- 56% need windows or doors replaced or repaired
- 20% live in a house that needs a new roof
- 30% share their home with bugs, pests or rodents
- 11% have missing or broken fire/carbon-monoxide detectors
- 90% notified their landlord about the repair needs

Low-income families are the hidden poor. They do not want officials to see them living in unsafe dwellings or in over-crowded conditions, because they fear having their children taken away. They are thus systemically silenced and have no voice to demand change. It is easy to spot some of the property standard violations with a quick drive around our city.

The City recently approved a \$1.25 million bylaw enforcement project to move those "living-rough" off the streets and out of parks. These people are not being moved anywhere specific (except on the Juno weekend), but chances are the safety of isolation in units available to them is less than the safety of being visible on the street. Without supportive housing options, there is no safety or security for people who make up the

high-risk population. We have seen no evidence that 50% of the affordable housing reserve fund has been utilized to build them new affordable housing with supports.

Regardless of who has to accept derelict housing, simply because it is all they can afford, these conditions should not be acceptable by our community standards. Indeed, just as the policies and bylaws for affordable housing exist, so do the property standards bylaws. Again, who is charged with the responsibility for implementing, enforcing and monitoring these in our neighbourhoods.

There is great power within our municipal government to make housing decisions that benefit our local communities. How do we get action instead of another consultation?

CONCLUSION

We urge the London Housing Advisory Committee to take an active role in holding government officials accountable for implementation of the official plan and bylaws, which include affordable housing development. We are seeking accountability to the community for the investment of our housing dollars, into building affordable housing.

In particular, we urge that the Committee and Council:

- review planning/zoning requests to ensure they meet the 25% affordability criterion, or request that Council direct planning staff to make this part of every planning application report;
- Limit development on “environmental easements” to multi-residential affordable housing or community farming initiatives (fee-simple land trusts).;
- review the structure, budgets, responsibilities, monitoring and accountability for housing in London, including, but not limited to: Housing, Social Services and Dearness Home (Social and Family Services), City of London Housing Division (Social Housing), Housing Development Corporation & London Middlesex Housing Corporation
- bearing in mind the definition of an “affordable rental housing project”, request a report from the City of London regarding the actual number of units built that fit the definition, from September 2014 to March 2019, also setting out the actual number of units in planning and under construction, with the estimated occupancy date. This report should also clearly delineate the units that apply to London and those which apply to Middlesex County.
- review the bylaws to ensure that mechanisms are in place to implement those that relate to affordable housing construction and maintenance.

Submitted by Jacqueline Thompson
Executive Director

April 10, 2019

Exercise in Accountability

(draw a line connecting the program to the management level responsible for the program)

City of London Housing Division

New Build Affordable Housing

Ontario Renovates

Housing Services

Housing Administration & Support

Middlesex London Housing Corporation

New Build Transitional Housing

Capital for Social Housing Maintenance

Rent Supplement & Tenant Selection

Housing Development Corporation

Emergency Shelter Funding

Social Housing Operations

Development & Sustainability of Social Housing

Housing, Social Services & Dearness Home

Strategic Programs & Partnerships

Home Ownership Program

London Housing Advisory Committee

Report

3rd Meeting of the London Housing Advisory Committee
March 13, 2019
Committee Room #4

Attendance PRESENT: J. Coley Phillips, J. Malkin, D. Nemeth, B. Odegaard, J. Peaire, D. Peckham; and P. Shack (Secretary)

ALSO PRESENT: J. Binder, D. Calderwood-Smith, S. Giustizia and G. Matthews

REGRETS: A. Galloway, M. Inthavong, K. Kaill and N. Reeves

The meeting was called to order at 12:22 PM

1. Call to Order

1.1 Disclosures of Pecuniary Interest

That it BE NOTED that no pecuniary interests were disclosed.

2. Organizational Matters

2.1 Election of Chair and Vice Chair for term ending June 1, 2019

That it BE NOTED that the London Housing Advisory Committee elected B. Odegaard and J. Malkin as Chair and Vice Chair, respectively, for the term ending June 1, 2019.

3. Scheduled Items

3.1 Homeless Prevention and Housing Plan Update

That the following actions be taken with respect to the Homeless Prevention and Housing Update:

a) a working group BE ESTABLISHED consisting of B. Odegaard, D. Peckham and J. Peaire with respect to the Community Conversation Toolkit, as part of the above matter; and

b) that London Housing Advisory Committee members BE ENCOURAGED to complete on-line survey, with respect to the above matter;

it being noted that the attached presentation from D. Calderwood, Manager, Strategic Program and Partnership, was received.

4. Consent

4.1 2nd Report of the London Housing Advisory Committee

That it BE NOTED that the 2nd Report of the London Housing Advisory Committee, from its meeting held on January 9, 2019, was received.

4.2 Public Meeting Notice - Official Plan Amendment - Draft Old East Village Dundas Street Corridor Secondary Plan

That it BE NOTED that the Public Meeting Notice-Official Plan Amendment-Draft Old East Village Dundas Street Corridor Secondary Plan, from K. Killen, Senior Planner, was received.

4.3 Notice of Application - Zoning By-law Amendment - 348 Sunningdale Road East

That it BE NOTED that the Notice of Application-Zoning By-law Amendment-348 Sunningdale Road East, from B. Debbert, Senior Planner, was received.

5. **Sub-Committees and Working Groups**

None.

6. **Items for Discussion**

6.1 Work Plan

That consideration of the London Housing Advisory Committee 2019 Work Plan BE DEFERRED until the City Clerk's office completes the Advisory Committee Review.

6.2 Invite Stakeholders in Real Estate and Development Industries to Discuss Affordable Housing

That the following actions be taken with respect to discussing affordable housing:

- a) Bill Veitch or designate, London Development Institute BE INVITED to a future London Housing Advisory Committee to discuss the above matter; and
- b) a representative from London Builders Institute BE INVITED to a future meeting to discuss the above matter.

6.3 Housing Mediation Report - G. Matthews

That the Housing Mediation Report from G. Matthews BE DEFERRED to the next meeting.

7. **Deferred Matters/Additional Business**

None.

8. **Adjournment**

The meeting adjourned at 1:35 PM.



P.O. Box 5035
300 Dufferin Avenue
London, ON
N6A 4L9

London
CANADA

March 27, 2019

C. Saunders
City Clerk

I hereby certify that the Municipal Council, at its meeting held on March 26, 2019 resolved:

That, the following actions be taken with respect to the 2019 appointments to the City of London Advisory Committees (ACs):

- a) the Civic Administration, who currently serve as non-voting resources to ACs, BE REQUESTED to assist in the ACs work plan development, based on advice or initiatives that are related to work currently being undertaken by the Civic Administration;
- b) notwithstanding the current Terms of Reference for each Advisory Committee, the current voting member recruitment for the abbreviated term of June 1, 2019 to February 28, 2021 (previously approved by Council), BE CONDUCTED seeking only 'members-at-large' for appointment;
- c) the attached communication dated March 15, 2019 entitled "Enhancing the Effectiveness of Advisory Committees - Executive Summary" BE REFERRED for consideration during the Advisory Committee review process; and,
- d) the Civic Administration BE REQUESTED to meet with the Chairs of the Advisory Committees to gain their insight and feedback as part of the Advisory Committee review process;

it being noted that an exception will be required for the accessibility advisory committee based on provincial legislation;

it being further noted the Corporate Services Committee received a communication dated March 17, 2019 from Councillor M. van Holst with respect to this matter.
(2.6/7/CSC) (AS AMENDED) (2019-C12)

C. Saunders
City Clerk
/hw

cc: B. Westlake-Power, Deputy City Clerk
M. Schulthess, Deputy City Clerk
H. Lysynski, Committee Secretary
J. Bunn, Committee Secretary
P. Shack, Committee Secretary

Enhancing the Effectiveness of Advisory Committees - Executive Summary

Good governance in a municipality is heavily dependent upon the effective coordination between Municipal Council, Civic Administration and fully transparent, functional, effective & vibrant Advisory Committees. It is clear that there is a lack of trust, cooperation and coordination between these groups, which over time has rendered many AC's ineffective and underutilized.

The Clerk of the City of London's ongoing Review is the long overdue but critical first step towards rectifying this situation and needs to be supported and brought to a conclusion so that we can begin the hard work of repairing these relationships and providing value for the Citizens of London.

It is with this in mind that we respectfully submit the attached report as well as the following summary of recommendations and offer TAC as a potential test bed to pilot improvements.

Tariq Khan and Dan Foster
2019-03-15

Recommendations

A. Temporary Working Group:

1. A Working Group (WG) should be constituted to review the Clerks Interim Report on Advisory Committees, assist with further review and consultations and to work to finalize this review and report back to the CSC within 120 days. This WG should be fully mandated in terms of coordination with City Staff and external institutions and may be comprised as follows:
 - 2 City Councilors,
 - 2 Advisory Committee Members-At-Large,
 - A representative of the Office of the Mayor, and
 - 1 support person from the Clerk's office.

B. General:

1. Parent Standing Committees should take a more active role in mentoring their Advisory Committees including the introduction of a standard template for Work Plans and periodic presence at Advisory Committee meetings.
2. Standing Committees should also ensure their priorities and expectations are documented and communicated to their Advisory Committees annually in advance of the planning cycle and that senior Staff provide Standing Committees with formalized and timely updates on all relevant Work in Process.
3. Advisory Committee members should be encouraged to have departmental tours and project site visits guided and steered by concerned staff as a component of their ongoing orientation.
4. Standing Committee members should commit to periodic presence at Advisory Committee meetings.

5. Advisory committees should be encouraged to select the most suitable time for their members so this problem causing quorum issue may be avoided.
6. The Advisory Committee Chair/Vice chair should be formally empowered to take a more active role in attendance management.
7. Advisory Committee voting members who fail to attend 3 consecutive meetings should be referred to their parent Standing Committee for review and action up to and including dismissal.
8. The format of the annual reception to recognize the services of Advisory Committee members may be modified. To add value to the event, the reception may be given more formal conference style look. An Advisory Committee Conference would provide an opportunity and platform for AC members to present their experiences and recommendations to their peers as well as receive recognition for outstanding performance. The following may be categories for specific recognition:
 - Sharing 'Best Practices' of best performing Advisory Committees,
 - Recognition awards/certificate to best performing Advisory Committees,
 - Recognition awards/certificate to best performing Chairs/Vice Chairs,
 - Recognition awards/certificate to best performing members, and
 - General attendance recognition awards.

C. TAC Specific

1. Do not merge Transportation (TAC) and the Cycling (CAC) Advisory Committees into the TMAC as recommended by the Clerk in June 2018.
2. Refer the following the following recommendations regarding the Transportation Advisory Committee (TAC) Terms of Reference to the above-mentioned Working Group for review and consideration:
 - a) **Mandate:** None
 - b) **Composition - Voting Members:** Increase the size of the At-Large contingent to at least 8 members. Remove the requirement of Members-At-Large to utilize active modes of Transportation and recruit more members with the capability to devote time to Sub-Committees and Working Groups.
 - c) **Composition - Non-Voting Members:** Invite all current special interest group representatives including CAC to participate in the Non-Voting Member group.
 - d) **Term of Office:** Formalize the current temporary extension by making Advisory Committee appointments effective June 1st of the year following a Municipal Election (4 year term) so as to allow for an improved recruitment cycle which is more reflective of the interests of the incoming Council.
 - e) **Appointment Policies:** City Staff should conduct exit interviews/surveys with all outgoing appointees and report the results to Council periodically.
 - f) **Conduct:** Voting Members who do not attend 3 consecutive meetings will be referred to Civic Works Committee for review and action up to and including dismissal. All Voting Members should expect to be called upon to chair at least one Sub-Committee and/or Working Group over the course of their term of appointment.

Enhancing the Effectiveness of Advisory Committees - Report

1. Background

Ongoing Review of Advisory Committees is defined in Article 2 of the City of London policy document; **General Policy for Advisory Committees**. This document is comprehensive in a sense that it covers almost all topics from formation to operation of Advisory Committees and is currently under review. In last quarter of 2018, public forum sessions were arranged by the Clerk's office and consultations with all existing Advisory Committees related to their respective terms of references are continuing into 2019.

While preparing this document, efforts have been made to be brief, concise and to the point in order to avoid any replication/reproduction of any contents currently available in the **Terms of Reference** of Advisory Committees as well as in the **General Policy for Advisory Committees** document. The focus of this brief document is to discuss & highlight areas to be improved and provide recommendations for the improvement both in general and specific to the Transportation Advisory Committee.

2. The Role of Advisory Committees in Municipal Governance

Good governance in a municipality is heavily dependent on the effective coordination between Municipal Council, Civic Administration and transparent, fully functional, effective & vibrant Advisory Committees. From municipal government's perspective, an Advisory Committee is a group of concerned citizens who bring & contribute unique knowledge, expertise, vibrant public interface and skill sets in order to more effectively guide and steer the organization towards goals embedded in Council's vision and mission statements.

Each municipal council forms Advisory Committees as per their local requirements but unlike the structure for Commissions, there is no provincial oversight to ensure uniformity from municipality to municipality. A properly composed, structured & mandated advisory committee provides a gateway to municipal council for public interaction/relations and can be a tremendous complement to the reach & effectiveness of the council as it works to carry out a specific initiative.

That said, Advisory Committees have no authority to govern and therefore they must not issue directives to Council or Staff. Rather, being a resource, their role is to serve to make recommendations and/or provide key information, materials and public feedback. They also serve to promote municipal policies and programs which fall within their mandate.

Though mentoring is out of the normal ambit of functions of an Advisory committee, in ideal conditions, an Advisory committee comprising of key members with exceptional skill set, experience & exposure in public service programs/project in municipal settings can also offer guidance to staff in order to help them achieve their project/program's specific goals.

3. Advisory Committees - City of London

Advisory Committees in City of London are governed by the City Council's policy document: **General Policy for Advisory Committees**. The document has 23 sections and serves as the guiding document for the constitution and operations of ACs. Furthermore Terms of Reference (TOR) specific to each AC have been framed. The 13 Advisory Committees report to just 3 parent Standing Committees of Council as follows:

Community & Protective Services:	Accessibility AC Animal Welfare AC Child Care AC Community Safety & Crime Prevention AC Diversity, Inclusion & Anti-Oppression AC Housing AC
Planning & Environment:	AC on Heritage AC on the Environment Agricultural AC Environmental and Ecological Planning AC Trees and Forests AC
Civic Works:	Cycling AC Transportation AC

3.1 Committee Effectiveness - TAC Case Study

In the backdrop of Transportation infrastructure improvement challenges, road safety and the projects conceived under Bus Rapid Transit, the Transportation Advisory Committee (TAC) was well positioned to play an important role for Council, Staff and the BRT Project Team.

Reporting to the standing Civic Works Committee (CWC) of Council, it consists of 20 members, including 7 Non-Voting members representing City Staff and 13 Voting members comprised as follows:

1. Four members-at-large
2. One representative from each of the following:
 - a) Cycling Advisory Committee
 - b) Advisory Committee on the Environment
 - c) Community Safety & Crime Prevention Advisory Committee
 - d) Accessibility Advisory Committee
 - e) London Middlesex Road Safety Committee
 - f) Canadian Automobile Association (CAA)
 - g) Urban League of London
 - h) Chamber of Commerce representative
 - i) London Development Institute

3.1.1 The above composition meets all of the requirements of an ideal municipal Advisory Committee: rich and diverse in experience & expertise and equipped with the required skill set to take on any theoretical challenge in the Transportation sector and provide its recommendations in the most efficient and effective way. For analysis of working efficiency purposes, let's apply this assumption by reviewing its role in the Bus Rapid Transit Project (BRT).

3.1.2 In view of the multi-year dialog on BRT (through two Council mandates) and keeping in view the mandate of TAC as per its **Terms of Reference**, the role of TAC was/is more important than generally perceived. TAC should have been able to focus narrowly on the project in order to advise/support the standing committee/council. In ideal conditions, TAC should have reviewed and evaluated the project, gathered input from public and provided feedback to the council through CWC by drafting number of proposals & presentations during 2016-2018. Somehow, we don't see any significant activity from TAC in this regard. Prima facie, from a BRT

project perspective, TAC seems to be an ineffective Advisory Committee but in reality things are altogether different and the apparent 'ineffectiveness' of TAC may not be attributed to its present members by any means. In Sections 4-6 of this document, the root cause will be analyzed in more detail.

3.1.3 There may be similar situations/cases with other Advisory Committees as well. The quorum problems, poor performance on Work Plans, inability to provide timely input, lack of coordination among Advisory Committees, Staff and respective Standing Committees etc are just the symptoms rather the root causes of the apparent 'ineffectiveness' of Advisory Committees. Detailed analysis shows that this is a complex problem and there are many inter-related factors involved which need to be addressed in order to bring about the necessary reforms. The areas which need special attention from the Clerk are discussed in Section 4 of this document.

4. Sustainability and Continuous Improvement

Effective Advisory Committees have clearly defined terms of reference and an effective methodology for its interactions with its parent Standing Committee. This is very important to ensure that its members have a clear purpose and guidelines for their membership and so that they add value and stay aligned with the objectives of Council.

4.1 Recruitment and Selection Processes

People are the building blocks of an effective Civic Administration and likewise they are the main driver of value-added outcomes for Advisory Committees. The recruitment and selection processes need enhancements make them more robust, transparent and free of political intrigue. This is especially true of TAC because the majority of the voting membership is recruited directly (or indirectly via cross-committee appointments) through these processes

4.1.1 Timing: The establishment of Committees currently occurs too early in the mandate of a new council. Due to an anomaly in the new election format in 2018, the Clerk recommended to Council the extension of Committee mandates to June 1st, 2019 in order to allow her more time to execute the Recruitment and Selection processes. We think this was a good idea and should be adopted permanently. In addition to buying the Clerk time, it also allows the new Council to establish its financial and strategic priorities, and Standing Committees prior to the Recruitment Phase, thus improving the chances of success. The other benefit of an offset four-year cycle is that outgoing Committees can continue to add-value to ongoing projects being administered by City Staff and assist in the development of Year One Committee Work Plans.

4.1.2. Effective Advertisement: The Recruitment process needs to be more robust and should include but not limited to, print, electronic & social media, automated calling, public places including shopping areas, libraries, community centres, university/college notice boards, setting up public booths at festivals/events, London Transit infrastructure like bus-stops/shelters, Bus & Railway stations, City Hall and city MP/MPP offices, worship places and so forth. The Recruitment phase should be ongoing and applications should be accepted at any time. *This is the key to the whole process.*

4.1.3 Tapping Retired Expert Resources: This is one of the most important and vital resources seemingly untapped so far as we see a very small faction of retired experts in the Advisory Committees. London is rich in retirement community, if properly approached; retired experts may be willing to contribute their experience and expertise. Reaching out to professional organizations to identify local members might reap considerable benefits.

4.1.4 Redesign of the Application forms: The Present application form is too generic and needs to be redesigned to align with the Selection process. In order to have suitable candidates for specific fields, it is very important that the application form is designed in a way that an interested candidate may identify their strengths, experiences and skills in the context of the required field. A survey type design format may also be adopted in certain sections of form where each question may have certain weighting. The form should be able to help the selection board to allocate marks to candidates for each of the desired requirements during the selection phase. In some cases an Advisory Committee may have its own customized form. If desired, we may help in the redesign of those application forms.

4.1.5 Desired Skill Sets: For certain specified Advisory Committees the Selection criteria should allow for a focus on technical expertise and experience of the candidate in the particular field/subject of the Advisory Committee. (See 4.1.7)

4.1.6 Selection Process - Vacancies – Application Waterfall: If application forms are properly redesigned, the selection process may be reduced significantly or even eliminated through criteria ranking. Council may elect the required slate of candidates and then establish an ongoing waiting list from the remaining candidates. New applications will be evaluated as per pre established criteria as received and placed on selection lists. This should provide an ongoing and immediate supply of potential candidates for appointments by Council to vacancies without being an administrative burden on City Staff.

4.1.7 University, College & Skill Development Institutions: Where applicable (See 4.1.5) it may be advisable to request a faculty member expert in a particular subject, to respective subject specific Advisory Committee. The assignment period may be from one year to four years as suited to the organization. It is general practice in the Universities and Colleges that all tenured staff do research work in their fields of expertise. A subject specific Advisory Committee is an ideal incubator for such research.

Each Advisory committee should have at least one post grad or fourth year student as its member. Board of Governors/Directors may develop an incentive of 2-5% marks for a student who actively contributes to their respective Advisory Committee. It is also observed that new comers have degrees from their country of origin but in most cases their credentials are not readily acceptable hence they go to placement centres and skill development institutes for certification. Recruitment of such students to an Advisory Committee by the concerned agencies at least for one year may be helpful for job placements. Students may be non-voting members but they will be expected to actively participate in Advisory committee meetings and its sub group meetings to add value to work of the Advisory committees.

Recommendation:

- A Working Group (WG) should be constituted to review the Clerks Interim Report on Advisory Committees, assist her with further review and consultations and to work to finalize this review and report back to the CSC within 120 days. This WG should be fully mandated in terms of coordination with City Staff and external institutions and may be comprised as follows:
 - 2 City Councilors,
 - 2 Advisory Committee Members-At-Large,
 - A representative of the Office of the Mayor, and
 - 1 support person from the Clerk's office.

5. Operations: The Business of Advisory Committees

Articles 3 & 15 of the **General Policy for Advisory Committees** describe the modus operandi for the business of Advisory Committees. Article 15 emphasizes that “The parliamentary rules outlined in the Council Procedure By-law shall be observed, as far as applicable, by each advisory committee”. Although observance of parliamentary rules are not mandatory for the business of Advisory committees, they are generally applied..

Articles 17-20 outline the Agenda and Reporting mechanisms. Article 19 provides the complete mechanism for Advisory Committee to follow when offering its opinions or recommendations on a particular subject/topic/project. Similarly Article 20 requires that Advisory Committee prepare and present their respective Annual Report and Work Plan to its parent standing committee.

Finally, Article 21 states that “Council recognizes the value of the impartial and objective advice received from committee members and the challenges and inherent restrictions facing committee members in assessing and recommending various options in a conscientious and ethical manner.”

Applying these articles within the context of the TAC Case Study reveals some very interesting but unusual observations.

5.1 Communication & Consultation: TAC prepared & submitted its 2018 Work Plan in February, but it was not approved by CWC. Rather, it was referred to Staff, in March 2018 for additional input. The Committee as constituted at that time was a group of capable, seasoned and informed members. This impasse and the resulting recommendations submitted by senior Staff may well have left CWC and Council with the unfounded impression the TAC was just another of several ‘inefficient and ineffective’ Advisory Committees. Further analysis will show this is hardly the case and that the root causes of this impasse were:

- a lack of timely **Leadership** on the part of CWC in that they failed to mentor TAC properly,
- the existence of a **Communications** gap - TAC was either unaware of or unwilling to bend to CWC priorities and expectations, and
- a marked lack of **Meaningful Consultation** between senior Staff and TAC.

It is clear that CWC failed in its responsibility to direct TAC by providing them with their priorities and expectations in the development of their annual Work Plan. Furthermore, senior Staff failed to share relevant project plans on an ongoing periodic basis, resulting in a TAC Work Plan which was developed in a vacuum with predictable results.

Further exacerbating the problem was the fact that there were unfilled vacancies amongst the Member-At-Large contingent. This was rectified by Council by March 2018 with the appointment of two new members.

TAC formed a Work Plan Working Group which properly communicated and consulted with all parties, resulting in revised Work Plan in the required template, which was submitted in June and approved by CWC later that fall. It also produced a Work In Process (WIP) document, which clearly communicated Staff project plans and consultation checkpoints and which is a project management stakeholder management best practice.

5.2 Time Boxing: Currently, Staff applies a very rigid form of Consultation with its Advisory Committees. It is very common that a project plan, an environmental assessment or a policy

document which has been in the works for many months is presented at a monthly meeting with the expectation that Committee provide a response in a span of 4-6 weeks. It has also been observed from time to time that these documents were not provided by the specified Agenda mail-out cut-off and/or have referenced Public Information Centre (PIC) meetings which have already occurred. Whether by accident or design, 'time boxing' is disrespectful to Advisory Committees and makes it virtually impossible for them to add value. Furthermore, the rigidity of the current practice of Consultation is in direct conflict with Articles 17 & 21 of the **General Policy for Advisory Committees** which reinforce the value of dialogue and information sharing from the beginning of the consultative process. This too is a project management best practice.

Recommendations:

- Parent Standing Committees should take a more active role in mentoring their Advisory Committees including the introduction of a standard template for Work Plans and periodic presence at Advisory Committee meetings.
- Standing Committees should also ensure their priorities and expectations are documented and communicated to their Advisory Committees annually in advance of the planning cycle and that senior Staff provide Standing Committees with formalized and timely updates on all relevant Work in Process.
- Advisory Committee members should be encouraged to have departmental tours and project site visits guided and steered by concerned staff as a component of their ongoing orientation.

5.3 Quorum: This has been a concern for almost every Advisory Committee. The quorum problem needs to be properly diagnosed and addressed. There are many clues throughout the TAC case study and we are sure that other Committees have their own rationales but in our experience they can be synthesized into two main root causes:

- poor morale caused by the indifference often demonstrated by Council and senior Staff, and
- scheduling conflicts caused by personal/profession commitments and the inflexibility of the current meeting format.

Recommendations:

- Standing Committee members should commit to periodic presence at Advisory Committee meetings.
- Advisory committees should be encouraged to select the most suitable time for their members so this problem causing quorum issue may be avoided.
- Chair/Vice chair should be formally empowered to take a more active role in attendance management.
- Advisory Committee voting members who fail to attend 3 consecutive meetings should be referred to their parent Standing Committee for review and action up to and including dismissal.

5.4 Recognition & Rewards: Article 22 of the **General Policy for Advisory Committees** recognizes the services of members of Advisory committees: “The Municipal Council shall host an annual reception, subject to budget availability, to honour those members-at-large and those agency representatives who have served the Municipal Council, without remuneration by the Municipality, as a voting member of one or more of its advisory committees and whose attendance has been in keeping with set policy.” This is an excellent gesture on the part of Council which is designed to encourage members Advisory Committees. There is an opportunity for participants to take home more than just the value of a “meet & greet” experience. Such events may be made productive and interactive if a performance-highlight component is added which may be structured to recognize and reward high performing teams and allowing them to share their ‘Best Practices’ with their peers and Council. This would also reinforce the value of public service in general and Advisory Committees in particular.

Recommendation:

- The format of the annual reception to recognize the services of Advisory Committee members may be modified. To add value to the event, the reception may be given more formal i.e. conference-style look. An Advisory Committee Conference would provide an opportunity and platform for AC members to present their experiences and recommendations to their peers as well as receive recognition for outstanding performance. The following may be categories for specific recognition:
 - Sharing ‘Best Practices’ of best performing Advisory Committee,
 - Recognition awards/certificate to best performing Advisory Committees,
 - Recognition awards/certificate to best performing Chairs/Vice Chairs,
 - Recognition awards/certificate to best performing members, and
 - General attendance recognition awards.

6. Merger of TAC and CAC into TMAC

We do not think the merger of Transportation (TAC) and Cycling (CAC) Advisory Committees is in the public interest. It is our contention that the City of London benefits from a strong separate voice for Cycling, comprised of passionate advocates which has clearly added value for their community. To water this down in the recommended TMAC structure would be a mistake for cyclists, pedestrians, mobility-challenged citizens and motorists alike.

Similarly, as outlined in the analysis and recommendations flowing out of above mentioned TAC Case Study we feel strongly that TAC has much unrealized potential to add value. There is clearly a need for a voice for the other modes of Transportation. However, there also needs to be a greater commitment on the part of appointees to more actively participate in outside activities such as Sub-Committees and Working Groups.

Recommendations:

- Do not merge Transportation (TAC) and the Cycling (CAC) Advisory Committees into the TMAC as recommended by the Clerk in June 2018.
- Refer the following the following recommendations regarding the Transportation Advisory Committee (TAC) Terms of Reference to the above-mentioned Working Group for review and consideration:
 - **Mandate:** None
 - **Composition - Voting Members:** Increase the size of the At-Large contingent to at least 8 members. Remove the requirement of Members-At-Large to utilize active

- modes of Transportation and recruit more members with the capability to devote time to Sub-Committees and Working Groups.
- **Composition - Non-Voting Members:** Invite all current special interest group representatives including CAC to participate in the Non-Voting Member group.
 - **Term of Office:** Formalize the current temporary extension by making Advisory Committee appointments effective June 1st of the year following a Municipal Election (4 year term) so as to allow for an improved recruitment cycle which is more reflective of the interests of the incoming Council.
 - **Appointment Policies:** City Staff should conduct exit interviews/surveys with all outgoing appointees and report the results to Council periodically.
 - **Conduct:** Voting Members who do not attend 3 consecutive meetings will be referred to Civic Works Committee for review and action up to and including dismissal. All Voting Members should expect to be called upon to chair at least one Sub-Committee and/or Working Group over the course of their term of appointment.



NOTICE OF PLANNING APPLICATION

Official Plan and Zoning By-law Amendments

**Address - 146 Exeter Road (Richardson
Subdivision 39T-15501, Lots 7-18)**



File: OZ-9038

Applicant: City of London

What is Proposed?

Official Plan and Zoning amendments to allow:

- Single detached dwellings on a portion of the site.

LEARN MORE & PROVIDE INPUT

Please provide any comments by **May 1, 2019**

Nancy Pasato

npasato@london.ca

519-661-CITY (2489) ext. 4586

Development Services, City of London, 300 Dufferin Avenue, 6th Floor,
London ON PO BOX 5035 N6A 4L9

File: OZ-9038

london.ca/planapps

You may also discuss any concerns you have with your Ward Councillor:

Elizabeth Pelosa

epelosa@london.ca

519-661-CITY (2489) ext. 4012

**If you are a landlord, please post a copy of this notice where your tenants can see it.
We want to make sure they have a chance to take part.**

Date of Notice: April 2, 2019

Application Details

Commonly Used Planning Terms are available at london.ca/planapps.

Requested Amendment to the Current Official Plan

To change the designation of the property from “Multi-Family, Medium Density Residential” to “Low Density Residential” to permit single detached dwellings; and to amend Section 20.5 of the Official Plan (Southwest Area Secondary Plan), Schedule 4 (Southwest Area Land Use Plan), from “Medium Density Residential” to “Low Density Residential” to permit single detached dwellings; and Schedule 10 (Central Longwoods Residential Neighbourhood Land Use Designations), from “Medium Density Residential” to “Low Density Residential” to permit single detached dwellings.

Requested Amendment to The London Plan (New Official Plan)

As per policy 1565, to amend the Southwest Area Secondary Plan, Schedule 4 (Southwest Area Land Use Plan), from “Medium Density Residential” to “Low Density Residential” to permit single detached dwellings; and Schedule 10 (Central Longwoods Residential Neighbourhood Land Use Designations), from “Medium Density Residential” to “Low Density Residential” to permit single detached dwellings.

Requested Zoning By-law Amendment

To change the zoning from an Open Space (OS1) Zone to a Residential R1 Special Provision (R1-4(29)) Zone to permit single detached dwelling with a minimum lot frontage of 12 meters and a minimum lot area of 360 square meters, with a special provision to limit garages from projecting beyond the façade of the dwelling or façade (front face) of any porch, limiting garages to no more than 50% of lot frontage. Changes to the currently permitted land uses and development regulations are summarized below. The complete Zoning By-law is available at london.ca/planapps.

Current Zoning

Zone: Open Space (OS1)

Permitted Uses: conservation lands, conservation works, cultivation of land for agricultural/horticultural purposes, golf courses, private parks, public parks, recreational golf courses, recreational buildings associated with conservation lands and public parks, campground, managed forest.

Requested Zoning

Zone: Residential R1 Special Provision (R1-4(29))

Permitted Uses: single detached dwelling with a minimum lot frontage of 12 meters and a minimum lot area of 360 square meters

Special Provision(s): limit garages from projecting beyond the façade of the dwelling or façade (front face) of any porch, limiting garages to no more than 50% of lot frontage

Residential Density: one unit per lot

Height: 9.0 meters

This property is also the subject of an application for draft plan of subdivision (39T-15501 - Richardson Subdivision - granted draft approval January 27, 2019).

Planning Policies

Any change to the Zoning By-law must conform to the policies of the Official Plan, London’s long-range planning document. These lands are currently designated as Multi-Family, Medium Density Residential in the Official Plan, which permits [--->insert current permitted uses <---] as the main uses.

The subject lands are in the Neighbourhoods Place Type in *The London Plan*, permitting a range of residential uses, including single detached dwellings.

How Can You Participate in the Planning Process?

You have received this Notice because someone has applied to change the Official Plan designation and the zoning of land located within 120 metres of a property you own, or your landlord has posted the notice of application in your building. The City reviews and makes decisions on such planning applications in accordance with the requirements of the *Planning Act*. The ways you can participate in the City’s planning review and decision making process are summarized below. For more detailed information about the public process, go to the [Participating in the Planning Process](http://london.ca/participating-in-the-planning-process) page at london.ca.

See More Information

You can review additional information and material about this application by:

- visiting Development Services at 300 Dufferin Ave, 6th floor, Monday to Friday between 8:30am and 4:30pm;
- contacting the City's Planner listed on the first page of this Notice; or
- viewing the application-specific page at london.ca/planapps.

Reply to this Notice of Application

We are inviting your comments on the requested changes at this time so that we can consider them as we review the application and prepare a report that will include Development Services staff's recommendation to the City's Planning and Environment Committee. Planning considerations usually include such matters as land use, development intensity, and form of development.

Attend a Future Public Participation Meeting

The Planning and Environment Committee will consider the requested Official Plan and zoning changes on a date that has not yet been scheduled. The City will send you another notice inviting you to attend this meeting, which is required by the *Planning Act*. You will also be invited to provide your comments at this public participation meeting. The Planning and Environment Committee will make a recommendation to Council, which will make its decision at a future Council meeting.

What Are Your Legal Rights?

Notification of Council Decision

If you wish to be notified of the decision of the City of London on the proposed official plan amendment and zoning by-law amendment, you must make a written request to the City Clerk, 300 Dufferin Ave., P.O. Box 5035, London, ON, N6A 4L9, or at docservices@london.ca. You will also be notified if you speak to the Planning and Environment Committee at the public meeting about this application and leave your name and address with the Secretary of the Committee.

Right to Appeal to the Local Planning Appeal Tribunal

If a person or public body would otherwise have an ability to appeal the decision of the Council of the Corporation of the City of London to the Local Planning Appeal Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the City of London before the proposed official plan amendment is adopted, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the City of London before the proposed official plan amendment is adopted, the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party.

If a person or public body would otherwise have an ability to appeal the decision of the Council of the Corporation of the City of London to the Local Planning Appeal Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the City of London before the by-law is passed, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the City of London before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

For more information go to <http://elto.gov.on.ca/tribunals/omb/about-the-omb/>.

Notice of Collection of Personal Information

Personal information collected and recorded at the Public Participation Meeting, or through written submissions on this subject, is collected under the authority of the *Municipal Act*, 2001, as amended, and the *Planning Act*, 1990 R.S.O. 1990, c.P.13 and will be used by Members of Council and City of London staff in their consideration of this matter. The written submissions, including names and contact information and the associated reports arising from the public participation process, will be made available to the public, including publishing on the City's website. Video recordings of the Public Participation Meeting may also be posted to the City of London's website. Questions about this collection should be referred to Cathy Saunders, City Clerk, 519-661-CITY(2489) ext. 4937.

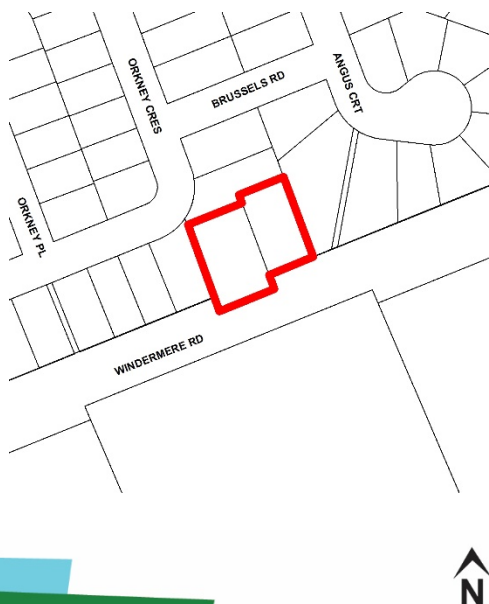
Accessibility – Alternative accessible formats or communication supports are available upon request. Please contact accessibility@london.ca or 519-661-CITY(2489) extension 2425 for more information.



PUBLIC MEETING NOTICE

Zoning By-Law Amendment

536 and 542 Windermere Road



File: Z-8945

Applicant: 2492222 Ontario Inc.

What is Proposed?

Zoning amendment to allow:

- cluster “back-to-back” townhouse dwellings
- reduced minimum front yard depth (after road-widening dedication), reduced (westerly) minimum interior side yard depth, and an increased maximum yard encroachment for porches/patios (after road-widening dedication)

YOU ARE INVITED!

Further to the Notice of Application you received on August 29, 2018 and September 26, 2018, and the Public Meeting Notice you received on December 19, 2018 you are invited to a public meeting of the Planning and Environment Committee to be held:

Meeting Date and Time: Monday, April 15, 2019, no earlier than 5:30 p.m.

Meeting Location: City Hall, 300 Dufferin Avenue, 3rd Floor

For more information contact:

Melissa Campbell
mecampbell@london.ca
519-661-CITY (2489) ext. 4650
City Planning, City of London,
206 Dundas St., London ON N6A 1G7
File: Z-8945

london.ca/planapps

To speak to your Ward Councillor:

Maureen Cassidy
mcassidy@london.ca
519-661-CITY (2489) ext. 4005

**If you are a landlord, please post a copy of this notice where your tenants can see it.
We want to make sure they have a chance to take part.**

Date of Notice: March 27, 2019

Application Details

Commonly Used Planning Terms are available at london.ca/planapps.

Requested Zoning By-law Amendment

To change the zoning from a Residential R1 Zone to a Residential R5 Special Provision Zone. Changes to the currently permitted land uses and development regulations are summarized below. The complete Zoning By-law is available at london.ca/planapps.

Current Zoning

Zone: Residential R1 (R1-6) Zone

Permitted Uses: single detached dwellings

Height: maximum 10.5 metres

Requested Zoning

Zone: Residential R5 Special Provision (R5-7(_)) Zone

Permitted Uses: cluster townhouse dwellings and cluster stacked townhouse dwellings

Special Provision(s): reduced minimum front yard depth of 2.1 metres, reduced (westerly) minimum interior side yard depth of 1.7 metres, increased maximum yard encroachment for porches/patios of 0.2 metres from the front lot line.

Residential Density: maximum 60 units per hectare

Height: maximum 12.0 metres

The City may also consider the Holding Residential R5 Special Provision (h-5•h-•R5-5(_)) Zone. Residential density maximum 45 units per hectare. Special provisions for a reduced minimum front yard depth of 2.1 metres; reduced (westerly) minimum interior side yard depth of 3.0 metres; increased maximum yard encroachment for porches/patios of 0.2 metres from the front lot line; and reduced maximum height of 10.5 metres. Holding provisions for public site plan review and an archaeological assessment.

Planning Policies

Any change to the Zoning By-law must conform to the policies of the Official Plan, London's long-range planning document. These lands are currently designated as Low Density Residential in the Official Plan, which permits single detached, semi-detached, and duplex dwellings as the main use. Infill housing may be in the form of single detached, semi-detached, and attached dwellings, cluster housing and low-rise apartments.

The subject lands are in the Neighbourhoods Place Type in *The London Plan*, permitting a range of residential uses including single detached, semi-detached, duplex and converted dwellings, townhouses, stacked townhouses, triplexes, fourplexes and low-rise apartments.

How Can You Participate in the Planning Process?

You have received this Notice because someone has applied to change the zoning of land located within 120 metres of a property you own, or your landlord has posted the notice of application in your building. The City reviews and makes decisions on such planning applications in accordance with the requirements of the *Planning Act*. If you previously provided written or verbal comments about this application, we have considered your comments as part of our review of the application and in the preparation of the planning report and recommendation to the Planning and Environment Committee. The additional ways you can participate in the City's planning review and decision making process are summarized below. For more detailed information about the public process, go to the [Participating in the Planning Process](https://london.ca/planapps) page at london.ca.

See More Information

You can review additional information and material about this application by:

- visiting Planning Services at 206 Dundas Street, Monday to Friday between 8:30am and 4:30pm;
- contacting the City's Planner listed on the first page of this Notice; or
- viewing the application-specific page at london.ca/planapps.

Attend This Public Participation Meeting

The Planning and Environment Committee will consider the requested zoning changes at this meeting, which is required by the *Planning Act*. You will be invited to provide your comments at this public participation meeting. A neighbourhood or community association may exist in your area. If it reflects your views on this application, you may wish to select a representative of the association to speak on your behalf at the public participation meeting. The Planning and

Environment Committee will make a recommendation to Council, which will make its decision at a future Council meeting.

What Are Your Legal Rights?

Notification of Council Decision

If you wish to be notified of the decision of the City of London on the proposed zoning by-law amendment, you must make a written request to the City Clerk, 300 Dufferin Ave., P.O. Box 5035, London, ON, N6A 4L9, or at docservices@london.ca. You will also be notified if you speak to the Planning and Environment Committee at the public meeting about this application and leave your name and address with the Secretary of the Committee.

Right to Appeal to the Local Planning Appeal Tribunal

If a person or public body would otherwise have an ability to appeal the decision of the Council of the Corporation of the City of London to the Local Planning Appeal Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the City of London before the by-law is passed, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the City of London before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

For more information go to <http://elto.gov.on.ca/tribunals/lpat/about-lpat/>.

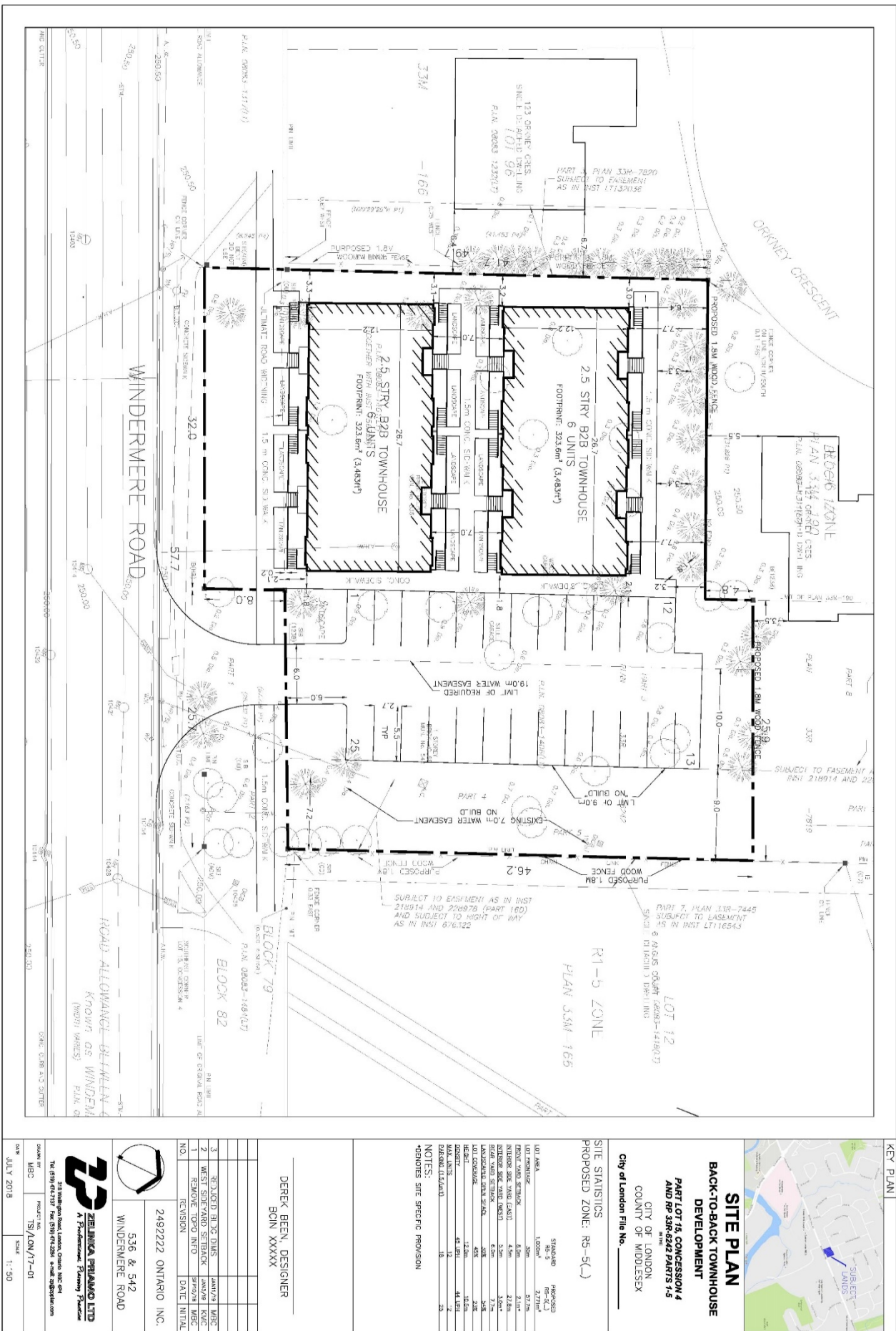
Notice of Collection of Personal Information

Personal information collected and recorded at the Public Participation Meeting, or through written submissions on this subject, is collected under the authority of the *Municipal Act*, 2001, as amended, and the *Planning Act*, 1990 R.S.O. 1990, c.P.13 and will be used by Members of Council and City of London staff in their consideration of this matter. The written submissions, including names and contact information and the associated reports arising from the public participation process, will be made available to the public, including publishing on the City's website. Video recordings of the Public Participation Meeting may also be posted to the City of London's website. Questions about this collection should be referred to Cathy Saunders, City Clerk, 519-661-CITY(2489) ext. 4937.

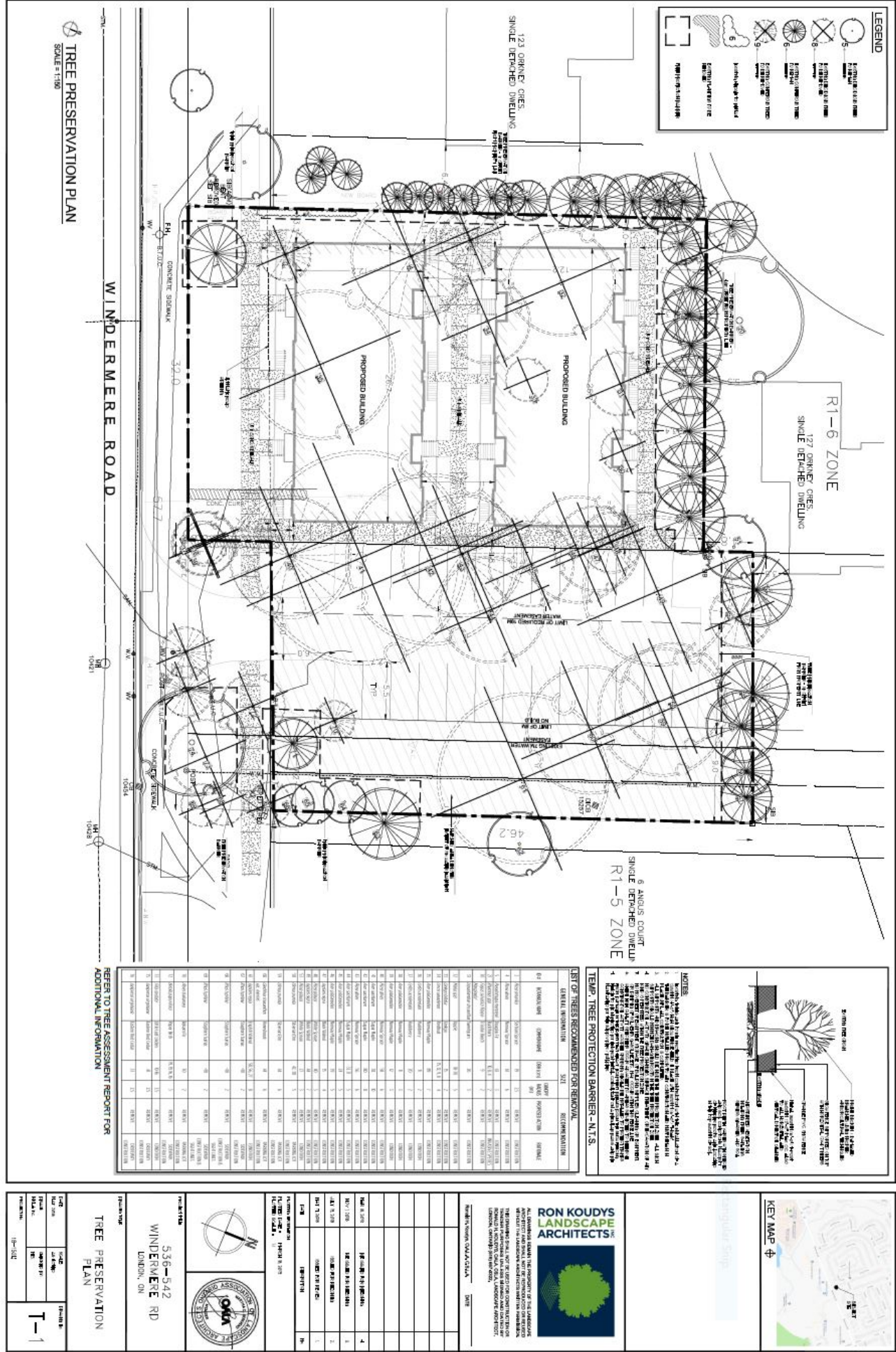
Accessibility – Alternative accessible formats or communication supports are available upon request. Please contact accessibility@london.ca or 519-661-CITY (2489) extension 2425 for more information.

Revised Conceptual Site Plan (January 2019) for 536 and 542 Windermere Road

The above image represents the applicant's proposal as submitted and may change.



Tree Preservation Plan



Revised Tree Preservation Plan (March 2019) for 536 and 542 Windermere Road

The above image represents the applicant's proposal as submitted and may change.

Building Renderings



Conceptual Rendering for 536 and 542 Windermere Road

The above image represents the applicant’s proposal as submitted and may change.