



## Mayor's Taskforce on Building More Homes Advisory Committee Meeting Agenda

Wednesday, May 21, 2025, 12:30 p.m.

MS Teams

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Pages

1. **Mayor's Taskforce on Building More Homes Advisory Committee Meeting 05-2025**  
Chair: Mayor Ken Boshcoff
2. **Members**  
Mayor Ken Boshcoff  
Justyn Desjardins - Representative - Institution Delivering Construction and Trades Training  
Karen Hill - Representative - Real Estate Association  
Harold Lindstrom - Representative - Construction/trades Association involved in Housing Construction  
Paul Magiskan - Representative - Indigenous led Stakeholder with Affordable Housing Development Experience  
Ken Ranta - Representative - Public/Non-Profit Housing Organization involved in Affordable Housing  
John Stephenson - Member of Public with Working Knowledge of Research involvement in Housing and Housing Affordability and Development
3. **Officials**  
John Collin, City Manager  
Krista Power, Director of Legislative Services & City Clerk  
Kerri Marshall, Commissioner - Growth  
Joel DePeuter, Director - Development Services  
Summer Stevenson, Project Manager - Housing Accelerator  
Larry Joy, Policy Assistant to the Mayor  
Cheryl Lamers, Acting Manager - Community Development  
Katie Piché, Council & Committee Clerk
4. **Guests**
5. **Disclosures of Interest**
6. **Agenda Approval**

WITH RESPECT to the May 21, 2025 meeting of the Mayor's Taskforce on Building More Homes Advisory Committee, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

**7. Confirmation of Previous Minutes**

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The Minutes of Meeting 04-2025 of the Mayor's Taskforce on Building More Homes Advisory Committee, held on April 29, 2025, to be confirmed.

THAT the Minutes of Meeting 04-2025 Mayor's Taskforce on Building More Homes Advisory Committee, held on April 29, 2025, be confirmed.

**8. Housing Community Improvement Plan**

8

Memorandum from Project Manager Summer Stevenson, dated May 12, 2025 containing a recommendation relative to the Housing Community Improvement Plan, as discussed at the April Taskforce meeting.

WITH RESPECT to the Memorandum from Project Manager Summer Stevenson dated May 12, 2025, the Mayor's Taskforce on Building More Homes Advisory Committee recommended that City Council approve the Housing Community Improvement Plan Project Area boundary expansion.

**9. Housing Accelerator Fund (HAF) Action Plan Update**

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Memorandum from Project Manager Summer Stevenson, dated May 13, 2025 providing a monthly HAF Action Plan Update, for information.

**10. Work Plan Check-In**

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Updated Workplan attached, for review and discussion.

**11. Member Updates - Information Sharing**

Roundtable opportunity for Taskforce members to provide updates relative to their representative organizations.

**12. New Business**

**13. Next Meeting**

The next meeting date will be held on June 18, 2025 at 12:30 p.m. in the McNaughton Room.

**14. Adjournment**



## **Mayor's Taskforce on Building More Homes Advisory Committee Meeting Minutes**

**Tuesday, April 29, 2025, 12:05 p.m.**

**McNaughton Room - 3rd Floor, City Hall**

### **1. Mayor's Taskforce on Building More Homes Advisory Committee Meeting 04-2025**

Chair: Mayor Ken Boshcoff

### **2. Members**

Mayor Ken Boshcoff

Karen Hill - Representative - Real Estate Association

Harold Lindstrom - Representative - Construction/trades Association involved in Housing Construction

Paul Magiskan - Representative - Indigenous led Stakeholder with Affordable Housing Development Experience

Ken Ranta - Representative - Public/Non-Profit Housing Organization involved in Affordable Housing

John Stephenson - Member of Public with Working Knowledge of Research involvement in Housing and Housing Affordability and Development

### **3. Officials**

John Collin, City Manager

Joel DePeuter, Director - Development Services

Summer Stevenson, Project Manager - Housing Accelerator

Matthew Pearson, Senior Advisor - Growth

Darrik Smith, Housing Accelerator Coordinator

Larry Joy, Policy Assistant to the Mayor

Cheryl Lamers, Acting Manager - Community Development

Katie Piché, Council & Committee Clerk

### **4. Disclosures of Interest**

There were no disclosures of interest declared.

**5. Agenda Approval**

MOVED BY: John Stephenson

SECONDED BY: Paul Magiskan

WITH RESPECT to the April 29, 2025 meeting of the Mayor's Taskforce on Building More Homes Advisory Committee, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

**6. Confirmation of Previous Minutes**

The Minutes of Meeting 03-2025 of the Mayor's Taskforce on Building More Homes Advisory Committee, held on March 19, 2025, to be confirmed was distributed separately on Monday, April 28, 2025.

MOVED BY: Ken Ranta

SECONDED BY: Paul Magiskan

THAT the Minutes of Meeting 03-2025 of the Mayor's Taskforce on Building More Homes Advisory Committee, held on March 19, 2025, be confirmed.

CARRIED

**7. Affordable Rental Housing Funding Program Follow Up**

Draft Amended Policy 02-06-01 - Affordable Rental Housing Funding Program.

Memorandum from Project Manager Summer Stevenson dated April 16, 2025 relative to the Response to Feedback on the Affordable Rental Housing Funding Program.

Memorandum from Project Manager Summer Stevenson dated April 17, 2025 containing a recommendation relative to the Amended Policy 02-06-01 – Affordable Rental Housing Funding Program.

Project Manager Summer Stevenson provided an overview of the revisions and housekeeping adjustments to the Affordable Rental Housing Funding Program Policy, as per discussion at the March Taskforce meeting, including:

1. Housekeeping adjustments to the definition of an “Affordable Unit” to provide greater flexibility and variety of housing types. The revised definition uses regional renter household income percentiles as the benchmark for affordability,

as opposed to Canada Mortgage and Housing Corporation's (CMHC) regional Average Market Rent (AMR).

2. Housekeeping adjustments to the definition of "Market Unit" to remove AMR and allow for greater flexibility.
3. Revisions to Section 9.0, 9.1 Preferred Evaluation Criteria – Magnitude and depth of affordability, to remove AMR and include core housing need.
4. Revisions to Section 9.0, 9.1 Preferred Evaluation Criteria – Sustainability, to include Projects that result in a reduction in operational carbon emissions.

It was noted that the above noted policy would expire when the Housing Accelerator Funding Program has concluded.

The following items were also discussed:

- land ownership requirements
- seed funding
- long term vs. short term lease
- evaluation criteria

Discussion was held regarding the reduction of carbon emissions and a request was made that the following paragraph be added to the policy:

"Revisions to Section 9.0, 9.1 Preferred Evaluation Criteria – Sustainability, to include Projects that result in a reduction in operational carbon emissions."

MOVED BY: John Stephenson  
SECONDED BY: Ken Ranta

WITH RESPECT to the Memorandum from Project Manager Summer Stevenson dated April 17, 2025, the Mayor's Taskforce on Building More Homes Advisory Committee recommended that City Council approve the amended Affordable Rental Housing Funding Program (Policy 02-06-01).

CARRIED

## **8. Construction Assistance Grant Program**

Memorandum from Housing Accelerator Coordinator Darrik Smith, dated April 29, 2025 relative to the Construction Assistance Grant Programs – Review and Recommended Adjustments, for information.

Coordinator Darrik Smith provided an overview of the operational experience over the past year, including the grant value overview and responded to questions. There are 14 applications currently under review for 2025. It was noted that there are no changes to the program recommended at this time.

## **9. Housing Community Improvement Plan Grant Programs**

Memorandum from Housing Accelerator Coordinator Darrik Smith, dated April 29, 2025 relative to the Housing Community Improvement Plan Grant Program Review and recommended adjustments.

Housing Accelerator Coordinator Darrik Smith provided an overview and responded to questions. The following items were discussed:

- overview of primary and secondary grants
- value of grants
- 2024 applications approved and waitlisted
- current number of applications for 2025

The Taskforce was advised that it is being recommended that the Housing Community Improvement Plan Project Area be expanded to include the neighbourhoods meeting the full-urban servicing requirement. A recommendation will be provided at the May Taskforce meeting relative to the adjustment/boundary expansion. A report and associated by-laws will be presented to Council at the June 16, 2025 Committee of the Whole meeting.

Darrik Smith advised that the response to the program has been extremely positive and the City is building on last year's momentum. Many (77) applications have been submitted for 2025. It was noted that the HAF team must focus on analysis when reviewing applications and can also focus on quality of applications.

The following items were also discussed:

- housing stock in city/range of housing needed
- business vs. personal applications
- Building Above Code Workshop with Enbridge - good session, well attended
- lawn signs for properties who have received Housing Accelerator Funds (Let's Build Thunder Bay)

**10. Central Avenue Development Lands - Request for Feedback**

Memorandum from Project Manager Summer Stevenson, dated April 17, 2025 relative to the Central Avenue Development Lands - Request for Feedback.

Project Manager Summer Stevenson provided an overview and responded to questions.

A discussion was held relative to the previous presentation by Manager-Engineering Aaron Ward held at the January Taskforce meeting. A development plan for the property is currently being developed. Feedback from the Taskforce and from within the housing industry is welcome. It was suggested that a visioning exercise would be helpful for these lands. The Development Plan will be presented to Council later in the year.

Concerns regarding the protection of the (endangered species) black ash trees on the property was discussed. The City is currently looking into the matter with the Province and will report back once a resolution is determined.

**11. Housing Accelerator Fund (HAF) Action Plan Update**

Memorandum from Project Manager Summer Stevenson, dated April 17, 2025 relative to the monthly HAF update, for information.

Project Manager Summer Stevenson provided an overview and responded to questions. The following items were discussed:

- received funding for enhanced Vacant and Dilapidated Building Program
- assessment of current by-laws
- identifying/addressing priority buildings
- new targets
- milestones
- grant intake, currently reviewing applications
- five (5) City surplus lots purchased

**12. Next Meeting**

The next meeting will be held on May 21, 2025 at 12:30 p.m. in the McNaughton Room.

**13. Adjournment**

The meeting adjourned at 1:26 p.m.

## MEMORANDUM

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**TO:** Mayor's Taskforce on Building More Homes Advisory Committee

**FROM:** Summer Stevenson, Project Manager – Housing Accelerator

**DATE:** May 12, 2025

**RE:** **Housing Community Improvement Plan Project Area Expansion**

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A Community Improvement Plan (CIP) is a strategic municipal planning and economic development tool that encourages revitalization for the designated Community Improvement Project Area (CIPA) of the municipality.

The Housing CIP adds density to Thunder Bay and contributes to a more diverse housing stock by reducing the barriers to creating multi-unit residential homes and assisting property owners with creating additional units.

Funding is available to properties within the Housing CIPA. The Housing CIPA is intended to capture the fully serviced urban area, thereby making best use of existing infrastructure. The existing boundary unintentionally excludes some adjacent pockets of residential neighbourhoods that are fully serviced to the urban standard.

On June 16, 2025, Administration is recommending that City Council adopt the Housing CIPA boundary expansion in order to reduce barriers for property owners in neighbourhoods meeting the full urban servicing requirements.

As such, the following motion is presented for the Committee's consideration:

WITH RESPECT to the Memorandum from Project Manager Summer Stevenson dated May 12, 2025, the Mayor's Taskforce on Building More Homes Advisory Committee recommended that City Council approve the Housing Community Improvement Plan Project Area boundary expansion.



## MEMORANDUM

**TO:** Mayor's Taskforce on Building More Homes Advisory Committee

**FROM:** Summer Stevenson, Project Manager – Housing Accelerator

**DATE:** May 13, 2025

**RE:** **Housing Accelerator Fund Action Plan Update – May 2025**

The purpose of this memorandum is to provide an update on the progress made towards achieving the Housing Accelerator Fund (HAF) targets and Action Plan milestones.

### **Housing Target: Progress Update**

Thunder Bay's housing supply growth target from March 1, 2025, to February 28, 2026, is 708 net permitted units.

*Table 1. Net permitted units since March 1, 2025, by target type, as of May 12, 2025.*

Target Type	Target	Net	Remain	Progress
<b>Total Units</b>	<b>708</b>	<b>51</b>	<b>657</b>	<b>7%</b>
Missing Middle	320	41	279	13%
Other Multi-unit	147	0	147	0%
Affordable Units	337	0	337	0%

### **Grant Intake 1 Update**

All projects that receive funding through the Housing Community Improvement Plan (HCIP) Grant Programs receive provisional approval conditional on applying for a building permit within 60 days. Applicants may be granted an extension if they demonstrate that the delay is due to Planning Approvals or designer availability.

As of May 13, 2025, 36 HCIP grant projects awarded funding are complete or have an issued building permit (129 units), 7 projects have been cancelled (10 units) and 23 projects have either not applied for a permit or have applied and not been issued a permit (111 units). 18 projects have received an extension to fulfil their building permit application condition.

No Affordable Rental Housing Funding Program projects have been issued a building permit at this time (222 units). One organization has applied for their permit (8 units). Therefore, should all previously funded projects proceed this year, we can expect an additional 333 units.

*Table 2. Status of provisionally approved Additional Dwelling Unit (ADU) grant projects from intake 1.*

<b>ADU</b>	<b>Prov Approved</b>	<b>Cancelled</b>	<b>Awaiting Permit</b>	<b>Issued Permit</b>	<b>Completed</b>
<b>Projects</b>	48	6	14	27	1
<b>Units</b>	52	6	15	30	1

*Table 3. Status of provisionally approved Construction Assistance Grant (CAG) projects from intake 1.*

<b>CAG</b>	<b>Prov Approved</b>	<b>Cancelled</b>	<b>Awaiting Permit</b>	<b>Issued Permit</b>	<b>Completed</b>
<b>Projects</b>	4	0	1	3	0
<b>Units</b>	24	0	16	8	0

*Table 4. Status of provisionally approved Multi-Unit Residential (MUR) grant projects from intake 1.*

<b>MUR</b>	<b>Prov Approved</b>	<b>Cancelled</b>	<b>Awaiting Permit</b>	<b>Issued Permit</b>	<b>Completed</b>
<b>Projects</b>	14	1	8	3	2
<b>Units</b>	174	4	80	82	8

### **Grant Intake 2 Update**

CAG and MUR Grant evaluations have been completed (table 5). Administration is in the process of assessing project scores and available funding to inform the final funding decisions. Decisions are expected to be sent to applicants at the end of May/early June. Due to demand, not all projects will be receiving funding. These projects may be held for future intakes or waitlisted in a queue to be approved as more funding becomes available through project cancellations.

*Table 5. Revised application results for the Construction Assistance Grant (CAG) and Multi-Unit Residential Grant (MUR) from intake 2.*

<b>Grant Type</b>	<b>Total Apps</b>	<b>Eligible Apps</b>	<b>Min Score</b>	<b>Max Score</b>	<b>Avg Score</b>	<b>HAF Units</b>	<b>Revised Funding Request</b>
CAG	13	9*	25	100	60.6	187**	\$ 1,960,000.00
MUR	24	20	24	75	49.0	181	\$ 1,152,500.00
<b>Total</b>	<b>37</b>	<b>29</b>				<b>368</b>	<b>\$ 3,112,500.00</b>

\* Excludes three projects that propose new units in mixed-use buildings that will not result in HAF eligible permits (17 units).

\*\* Includes two projects receiving funding through the Affordable Rental Housing Funding program (132 units).

# Work Plan

UPDATE - May 14, 2025

## Mayor's Taskforce on Building More Homes Advisory Committee



OBJECTIVE	ACTION	LEAD	DELIVERABLE(S)	2025												2026											
				Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Inform the creation of the Development Plan for the Central Avenue Development Lands	Participate in consultation led by the Administration and provide feedback, guidance, and advice to inform Plan development.	Central Avenue Development Lands Steering Committee; Mayor's Taskforce	Written or verbal feedback for Administration.																								
	Provide a recommendation to City Council.	Mayor's Taskforce	Memorandum																								
Review HAF Annual Report and reflect on successes and opportunities	Review HAF Annual Report in advance of presentation to City Council.	Mayor's Taskforce	Minutes																								
Review grant program performance and recommend adjustments	Review 2024 grant program results.	Project Manager; Mayor's Taskforce	Written or verbal feedback for Administration.																								
	Review program definition of "affordable".	Project Manager; Mayor's Taskforce	Written or verbal feedback for Administration.																								
	Review tools to incentivize affordable, accessible, and sustainable housing within existing grant programs.	Project Manager; Mayor's Taskforce	Updated Evaluation Scorecard; Written or verbal feedback.																								
	Provide a recommendation to City Council for adjustments to the Affordable Rental Housing Funding Program (if required).	Mayor's Taskforce	Memorandum																								
	Provide a recommendation to City Council for adjustments to the Construction Assistance Grant Program (if required).	Mayor's Taskforce	Memorandum																								
	Provide a recommendation to City Council for adjustments to the Housing Community Improvement Plan Grant Programs (if required).	Mayor's Taskforce	Memorandum																								
Review taxation policies	Best practices review of taxation policies and their impact on vacant land development.	Project Manager	Best Practices Review																								
	Review and compare existing scenario to Ontario municipal best practices. Provide feedback and complete consultation if required.	Project Manager; Mayor's Taskforce	Written or verbal feedback for Administration; Consultation Summary																								
	Provide a request for Administration, or recommendation to City Council, should changes to existing policies be recommended.	Mayor's Taskforce	Memorandum																								
Support and promote housing variety, including affordable, accessible, and sustainable housing solutions	Promote HAF program materials within member networks and share resources amongst Taskforce members.	Mayor's Taskforce	Resource List																								
	Host a public Mayor's Taskforce Open House to promote work of the Taskforce, including affordable, accessible, and sustainable housing principles.	Mayor's Taskforce	Open House																								
	Best practices review of municipal tools for incentivizing diverse, affordable, accessible, and sustainable housing.	Consultant	Best Practices Review																								

Review tools to incentivize affordable, accessible, and sustainable housing of all types (Project: Housing Affordability Strategy & Action Plan)	Review and compare existing scenario to Ontario municipal best practices. Provide feedback and complete consultation if required.	Consultant; Mayor's Taskforce	Written or verbal feedback for Administration; Consultation Summary															
	Provide a recommendation to City Council, should changes to existing policies/programs, or new policies/programs be recommended.	Mayor's Taskforce	Memorandum															
Identify other sources of funding	Share housing related grant opportunities amongst Taskforce members.	Mayor's Taskforce	NA															
	Review of alternative funding options, or tools, to support grant programs beyond term of the HAF.	Project Manager; Mayor's Taskforce	Best Practices Review															
Engage in proactive advocacy on labour related issues	Support the Intergovernmental Affairs Committee, or other partners, with advocacy efforts on labour related issues.	Intergovernmental Affairs Committee; Mayor's Taskforce	Memorandums as Requested															
Support Taskforce members and their organizations on housing related issues	Provide fellow members with support on housing related issues through cross promotion, networking, and/or letters of support as required.	Mayor's Taskforce	NA															