



Wolfville/Acadia Town and Gown Committee

Tuesday, May 24, 2016

12:00 p.m.

Council Chambers, Town Hall
359 Main Street

Agenda

1. Approval of the Agenda
2. Approval of the Minutes of April 26, 2016 (attached)
3. Business arising from previous Minutes:
 - a. Committee Priorities – Action Plan Update:
 - i. Research and Implement Best Practices
 - ii. Promote Neighbourhood Connections
 - iii. Development of Partnership Agreements for Facilities
 - iv. Event Coordination
 - Information Report: Welcome Week Events
 - v. Provide Input on Key Bylaws/Policies
 - Update on Dog Bylaw Ch16
4. ASU/Acadia Updates
 - a. CIS Championships
 - b. Bylaws Review
 - c. CAPPSCA – Long-Term Vision
 - d. Other



5. Conference Update
 - a. Ontario Town & Gown Association Symposium – Chrystal Fuller
6. New Business
 - a. Project Charter: Residential Rental Business Bylaw
7. Roundtable Discussion
8. Question Period
9. Next Meeting: Tuesday, June 28, 2016
10. Adjournment

INFORMATION REPORT

Title: Dog Control Bylaw amendments

Date: 2016-05-28

Department: Community Development



SUMMARY

The Dog Control Bylaw was amended in October 2013 which included a new definition of “Designated Off Leash Areas. Acadia University properties known as the ‘Acadia Green Space” and the playing fields north of the railway tracks were included as designated off leach areas. Acadia has requested to have all its properties removed as off leash areas from the Town of Wolfville Dog Control By-law.

This request has prompted a consideration for the other “Designated Off Leash Areas to be removed from the By-law.

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1) CAO COMMENTS

N/A

2) REFERENCES AND ATTACHMENTS

Municipal Government Act, Sections 172 and 175 (legislative authority)

175 (1) Without limiting the generality of Section 172, a council may make by-laws;

- (a) regulating the running at large of dogs, including permitting the running at large of dogs in certain places or at certain times;
- (b) imposing a registration fee upon the owner of every dog, the amount to be set by policy, for such length of time as is specified in the by-law with the power to impose a larger fee for female dogs than for male dogs, or for unspayed or unneutered dogs than for spayed or neutered dogs;
- (c) requiring tags for the identification of dogs registered under the by-law;
- (d) exempting from any registration fee a dog that is a stray dog and is harboured for up to the maximum period of time set by by-law;
- (e) defining fierce or dangerous dogs, including defining them by breed, cross-breed, partial breed or type;
- (f) regulating the keeping of fierce or dangerous dogs;
- (g) prohibiting the keeping of a dog that persistently disturbs the quiet of the neighbourhood by barking, howling, or otherwise;
- (h) authorizing the dog control officer to impound, sell, kill or otherwise dispose of dogs
 - (i) that run at large contrary to the by-law,
 - (ii) in respect of which the fee or tax imposed by a by-law is not paid,
 - (iii) that are fierce or dangerous,
 - (iv) that are rabid or appear to be rabid or exhibiting symptoms of canine madness,
 - (v) that persistently disturb the quiet of a neighbourhood by barking, howling or otherwise;

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(i) requiring the owner of a dog, other than a dog that is trained to assist and is assisting a person with a disability, to remove the dog's feces from public property and from private property other than the owner's;

(j) requiring the owner of a dog to provide a written statement of the number of dogs owned, harboured or that are habitually kept upon the premises occupied by the owner.

(2) A dog that is trained to assist and assists a person with a disability is exempt from any registration fee.

(3) Where a dog tag is required by by-law, the dog tag shall bear a serial number and the year in which it is issued and a record shall be kept showing the name and address of the owner and the serial number of the tag.

(4) The owner of a kennel of purebred dogs that are registered with the Canadian Kennel Club may, in any year, pay a fee set by council, by policy, as a tax upon the kennel for that year and upon payment of the amount, the owner of the kennel is exempt from any further fee regarding the dogs for that year.

(5) Where required by by-law to do so, the owner of a dog may enter upon private property to remove the dog's feces. 1998, c. 18, s. 175.

3) DISCUSSION

The Dog Control By-law was amended in October 2013 to include a new definition for "Designated off Leash Areas". There have been citizen complaints to Acadia about the "Acadia Green Space", which is designated off leash area, and "legal" off leash dogs are leaving the off leash area intruding on their private property. The town staff have received and investigated some of these complaints. It is not clear where the authorization originated for off leash areas on the Acadia Property, as designated in the Dog Control By-law. Acadia University has requested the removal of the Acadia Green Space and the Acadia University Playing Fields north of the railway tracks from the Dog Control By-law which would make all Acadia University properties dog on leash areas.

Further to the request for removal of the Acadia properties from the Dog Control By-law and based on the number of calls for service in and around the other "Designated Off Leash Areas" a consideration for the removal of all unconfined off leash areas from the Town of Wolfville would be appropriate. A comparison of the reports last year show the majority of serious dog incidents occurred in off leash areas. These included a dog bite of a cyclist, a number of dog physical confrontations, attacks on other animals and the intrusion on private property. There has been a sufficient increase of dog at large complaints from property owners bordering on or near the "Designated Off Leash Areas". These reports are very difficult to investigate for a number of reasons.

INFORMATION REPORT

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Department: Community Development



Staff are considering the following amendments:

- the removal of the Acadia Owned properties from the Dog Control By-law .
- the removal of all or some of the listed “Designated Off Leash Areas”.
- the consideration for a dedicated Off Leash Park for the dog community.

On the consideration to remove all “Designated Off Leash” from the public parks, staff could research an option for a dedicated dog park as an alternative recreation area for dogs and their owners.

4) FINANCIAL IMPLICATIONS

Positive financial implication could be seen by the reduction of human resources to investigate the issues of the Dog Control in the Off Leash Areas.

5) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

COUNCIL’S STRATEGIC PLAN

Council’s Strategic Plan establishes five (5) strategic goals. The Dog Control By-law meets the strategic goals of Council by:

3. A Growing Population Encompassing all Ages and Stages who Live in Safe, Attractive, Cohesive, Neighbourhoods

- Dog Control by-laws inspire cohesive relationships between all stages of life.
- Promotes control in all aspects of canine activities within the community.

4. A Robust Active Living and Cultural Community

- Allows for a balance of reasonable activities within the Community.

5. Efficient and Effective Leadership from a Committed and Responsive Executive and Administrative Team.

- Will allow enforcement officers to be less reactive to person and canine conflicts.

6) COMMUNICATION REQUIREMENTS

- Public consultation has started with the launch of a [Dog Control By-law survey](#) on May 16th, 2016 and is set for a one month period ending on June 16th, 2016.
- Information sheet on the amendment and the survey set to be delivered to all registered dog owners by June 6th, 2016 .

INFORMATION REPORT

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Date: 2016-05-28

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- Two public awareness pop up events at a frequently used park location by July 15th, 2016.
- Report for decision for Committee of the Whole by early September.

7) FUTURE COUNCIL INVOLVEMENT

The amended Dog Control by-law would be brought forward in the future on a report for decision to Council for consideration.



Welcome to the Town of Wolfville’s Dog Control Bylaw survey!

Thank you for agreeing to take part in this important survey as part of the Town’s Dog Control Bylaw review. Today we will be asking for your thoughts and opinions in order to better understand the relationship of the dog population within our community. The Town is looking at options for the Designated Dog Off Leash Areas under the Bylaw. This survey should only take a few minutes to complete. Be assured that all answers you provide will be kept in the strictest confidentiality.

**In the near future, the Town of Wolfville will be making amendments to the Dog Control Bylaw
(Please answer below with your response):**

1. Do you live in Wolfville? **Yes / No**
2. Do you use the public parks in Wolfville? **Yes / No**
3. If you answered “Yes” to Question 2, would you agree that you feel safe using our public parks?
Strongly Agree to Strongly Disagree
4. Please tell us why you answered Question 3 as you did:
5. Are you a dog owner? **Yes / No**
6. Do you know where the Designated Dog Off Leash areas are located? **Yes / No**
7. If you answered “Yes” to Question 5, do you use the Designated Dog Off Leash Areas to walk your dog? **Yes / No**
8. If you answered “Yes” to Question 7, would you agree that you feel safe when walking your dog in any of the Designated Dog Off Leash Areas? **Strongly Agree to Strongly Disagree**
9. Please rank your preferred option for walking your dog off leash. (Rate 1 as best to 3 as worst)
In a designated dog off leash area within a public park.
In a dedicated and fenced off leash dog park.
On private property.
10. Please enter your postal code here. **(optional)** ____ ____
11. Please write any further comments that you may have about the Dog Control Bylaw?

Thank You!

INFORMATION REPORT

Title: Town and Gown Welcome Week Event

Date: 2016-05-13

Department: Community Development



SUMMARY

Acadia Welcome Week

The Town of Wolfville and Acadia University are engaging one another to collaboratively plan and implement an event during, or immediately following, Acadia University's Welcome Week (the first week of September). A second event is being recommended for January as students return from winter break.

INFORMATION REPORT

Title: Town and Gown Welcome Week Event
Date: 2016-05-13
Department: Community Development



1) CAO COMMENTS

2) REFERENCES AND ATTACHMENTS

- Town of Wolfville Operational Plan

3) PURPOSE OF REPORT

This information report has been prepared for the Town and Gown Committee of Council to provide an overview of, and the objectives in regards to, a town sponsored event during Acadia University's Welcome Week, as well as upon the return of Acadia University students from Christmas Break.

4) DISCUSSION

Each fall, Acadia University hosts Welcome Week, which is intended to offer an opportunity for new students to meet one another, learn more about the university, and adjust to life away from home. For the academic year 2016/17, Welcome Week starts on September 3, the move-in day for all new students. By hosting collaborative events during Acadia University's Welcome Week as well as upon the return of Acadia University students from winter break, the Town of Wolfville is seeking to establish a strong relationship between Acadia University students and staff, and Town of Wolfville residents, businesses and town staff.

Town staff are working with Acadia University and the Acadia Students Union (ASU) to plan for an event during or after Welcome Week. This collaborative Welcome Week event will work towards building a strong relationship between all parties through:

- Providing opportunities to socialize, collaborate, and get to know one another on a more intimate level;
- Drawing Acadia University students and faculty off of campus to explore the Town of Wolfville as early as possible in the semester;
- Instilling a sense of belonging and ownership in the Town of Wolfville to new and returning Acadia University students and faculty;
- Providing information on bylaw compliance and the value in being a good neighbour and reciprocating positive behaviours throughout the community;
- Providing information on Town of Wolfville and Province of Nova Scotia social services including, but not limited to, housing, criminal, and medical resources.
- Showcasing the non-alcohol aspects of the Town of Wolfville, including, but not limited to, the art scene, green spaces, shopping, and active transportation opportunities.

At this point, there are no firm ideas for the Welcome Week event, but the intention is to organize something that is fun and engaging for the students, while also incentivizing residents to participate by promoting the objective of developing a more cohesive neighbourhood.

INFORMATION REPORT

Title: Town and Gown Welcome Week Event
Date: 2016-05-13
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While Welcome Week garners the majority of influence in building this relationship, it is recommended that another event, smaller in nature, be run in January as students return from winter break. Hosting a rekindling event at this time will aid in reestablishing the relationship between all parties and ensuring that it continues onwards in the second half of the academic year.

5) FINANCIAL IMPLICATIONS

The Town of Wolfville has committed to a Welcome Week event in the budget for the 2016/17 fiscal year.

6) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

The Welcome Week event and rekindling event in January, and any other such events involving the collaboration between Acadia University and Town of Wolfville, are in keeping with a number of Council's strategic directives for 2016/17:

- Goal #2 – A diverse prosperous, and sustainable local economy:
 - Marketing Wolfville assets to the Acadia University population.
- Goal #3 – A growing population encompassing all ages and stages who live in safe, attractive and cohesive neighbourhoods:
 - Promoting the value of being good neighbours and developing a cohesive and sustainable relationship between Acadia University student and faculty, and Town of Wolfville residents, businesses and town staff;
 - Ensuring Acadia University students are aware of the social services available to them through the Town of Wolfville and the Province of Nova Scotia.
- Goal #4 – A robust active living and cultural community
 - Promoting a stronger relationship between the Town of Wolfville and Acadia University, ensuring that current partnerships can be maintained and new ones can be developed in the future, particularly around the use of Acadia University facilities by Town of Wolfville residents for active and cultural activities.

7) COMMUNICATION REQUIREMENTS

The success of the events outlined in this information report is reliant on strong and effective communication channels being implemented and utilized between Acadia University and the Town of Wolfville. A sub-committee will be formed under Acadia University's Welcome Week organizing team, consisting of representatives from Acadia University, the Acadia Student Union, and staff from the Town of Wolfville. Any planning or changes to the events will be discussed in consultation with all other members of this sub-committee. Town of Wolfville staff have reached out to the Acadia University staff sitting on this committee to enquire about a date for the first committee meeting. Acadia University staff have been focused on convocation as of late. Convocation is scheduled to come to an end May 16, where a date for a first committee meeting will be scheduled for some time shortly.

INFORMATION REPORT

Title: Town and Gown Welcome Week Event

Date: 2016-05-13

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8) FUTURE COUNCIL INVOLVEMENT

Council will receive a follow-up report outlining the successes, challenges, and recommendations for running such events in future years upon the completion of the first event during Welcome Week.

CONFERENCE UPDATE

Title: Ontario Town and Gown Association
Date: May 11-13th
Department: Community Development



1) UPDATE

Chrystal Fuller attended the Ontario Town and Gown Association for the first time. The conference theme Trending to the Future: Open Communities

The conference was focused primarily toward Ontario University and Colleges but there were representatives from Saint Mary's and from an Alberta College.

Mayor learnings from the symposium

- Toronto is undertaking a boarding house review and has run into many of the same problems that we have. Summary of issues:
 - Boarding houses are a significant part of the housing stock
 - Maintenance and management
 - Education and information can help mitigate the problems
 - More affordable housing is needed and boarding houses are often an affordable option
 - Students, especially first years, may struggle with being isolated from the university.
- There are often neighbour integration issues. Housing was a main focus of the conference. Here is a great example of what one university developed as an education tool. [University of Buffalo video](#)
- Many universities have a community relations office or liaison officers and do a significant amount of programming to mitigate problems with permanent residents.
- Guelph has an innovative applied research lab that is cost shared by the city and university
- Guelph has a safe semester program that has a strong police presence during the first month of school in the bar district. It has proven effective.
- Example of student led initiative to encourage civic/voting engagement of students. University was a participant in the project. See this [video](#) for an example of what the students at Guelph did.
- Other universities are partnering around sport, particularly minor sport.
- There is a trend toward purpose built student housing in Ontario, with some success. There are also problems with this model. According to the presenters, it appears students are looking for:
 - Shared amenities
 - Reasonable rents
 - Safety and secured entry

CONFERENCE UPDATE

Title: Ontario Town and Gown Association
Date: May 11-13th
Department: Community Development



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- Smaller units
 - Ottawa use has something called a Living Learning Centres where student live off campus in university housing and the university provides a framework for them to volunteer in the community. The volunteer hours are tracked and are somehow linked to graduation
 - There is a lot of work being done with universities on alcohol policies and we were provided with an action framework from the Canadian Centre for Substance Abuse. For some information on what is going on nationally, look at the [CCSA](#) website.

Conference participants also shared some best practices.

- One university has a detox area on and off campus students can be brought to sober up.
- Another university has an area for on campus student to go to be taken care of.
- Great Examples of where social media is being uses. See Buffalo example above.
- Orientation week is a key time for helping students to make good choices. Examples of that were shared.
- Every year there are innovations in programming to try and make it better. Examples were shared.
- Buffalo has a voluntary apartment inspection process that the university runs.

TOWN AND GOWN SYMPOSIUM
TRENDING TO THE FUTURE: OPEN COMMUNITIES
MAY 9-11, 2016



GUELPH, ONTARIO

Registration Package

We are pleased to have you as a delegate at the 2016 TGAO Symposium! Please take a few minutes to review the information included in this registration package. If you have any questions, please contact us at info@tgao.ca

Registration

Registration for attendees will be offered at the following times:

Monday, May 9 ~ 4:00 pm to 8:00 pm at the Delta Hotel and Conference Centre

Tuesday, May 10 ~ 7:45 am to 8:30 am at Guelph City Hall

Wednesday, May 11 ~ 8:00 am to 9:00 am at Creelman Hall on the University of Guelph campus

Opening Reception

Join us on the evening of Monday, May 9th for our Welcome Reception at the Delta Hotel in Guelph from 6:30 pm to 8:00 pm. This is a casual event that offers the opportunity for networking and a light buffet for those who are arriving in Guelph before the full day program on Tuesday and Wednesday.



2016 TGAO Symposium Program at a Glance

Monday May 9th

4:00 pm – 8:00 pm

Registration

Delta Hotel Lobby

6:30 pm – 8:00 pm

Evening Welcome Reception

Delta Hotel, John McCrae room

Tuesday May 10th ~ City Hall, Guelph

7:45 am

Breakfast / Registration

8:30 am

Opening Remarks

8:45 am

Keynote: Open Communities

Andy Best, Open Government Planning Manager, City of Guelph

Sam Laban, Guelph Lab Facilitator, University of Guelph

Andy Best and Sam Laban will share insights from the Guelph Lab, a civic innovation partnership between the City of Guelph and University of Guelph. The Lab is an innovative way of solving complex problems in a test, learn and prototype environment. They'll share past case studies, what it would take to launch a Lab partnership in other town and gown cities and take a look at the full range of challenging municipal issues it could be used to tackle.

9:45 am

Small Universities and Small Towns: Addressing Housing Challenges

Chrystal Fuller, Director of Community Development, Wolfville, Nova Scotia

Sarah Button, Fotenn Planning and Design, Ottawa, Ontario

Small universities provide significant economic benefits to the small towns where they are located. However, off-campus impacts, particularly on housing, can be significant. This presentation will use Wolfville, Nova Scotia, home of Acadia University, as a case study to explore housing impacts and the



significant community conflict that can result. Issues relating to student rental housing, human rights, land use planning implications and licensing will be discussed. The municipal burden of regulating certain kinds of housing will also be explored.

10:45 am

The Role of University, Industry, and Government in Economic Development: A Preliminary Report on some Proposed Ontario University Campuses

Alia Abbas, York University

Universities and cities have always had a relationship that is in flux. A university's relationship with the city is dependent on its partnership with the government and industries there. Industries, unlike universities, relocate due to outsourcing, liability reductions, competition, and/or mergers of headquarters. Universities rarely relocate but instead expand themselves into satellite campuses. This seminar will discuss my current research project documenting three cases surrounding Ontario's call for expanding post-secondary institutions. The three cases are York University, Wilfrid Laurier University, and the University of Toronto. The reason for examining these universities is that all have taken action to submit proposals in collaboration with local towns and municipalities.

11:30 am

Lunch

12:30 pm

Keynote: Purpose Built Student Housing in Canada: Where we are heading and what we have learned

Darren Vanecko, President and CEO, Places4Students Inc.

Panelist: Ho Tek, Partner, Domus Student Housing Inc.

Panelist: Michel Guilbeault, Associate Vice-President, Student Services, University of Ottawa

Rewind to a decade ago and major REITs would have quickly dismissed student housing as a small niche market with minimal investment potential. The concept of purpose built student housing was almost exclusive to on-campus housing; aside from a few early adopters who helped usher in a new era of student focused accommodations. Outside of on-campus housing, students would by and large rent properties from independent landlords or local apartments. However, since 2015, the student housing sector has seemingly outgrown its status as a small niche market and grown significantly.

1:30 pm

Start the Cycle: A transportation solution for University and College campuses

Shiloh Covey, Director, Start the Cycle

Start the Cycle provides a transportation solution for university and college students through the campus library - students can check out a bike the same way they would check out a book.



Founded in 2014 by two graduate students from McMaster University, Start the Cycle (STC) has grown from a small bike exchange amongst friends to an official bike share program at McMaster University and the exclusive bike exchange of Mohawk College. Utilizing existing borrowing infrastructure from campus libraries the program has generated over 1000 bike checkouts since its inception - a first of its kind anywhere in the world.

2:00 pm

Break

2:15 pm

Best Practices with the International Town and Gown Association (ITGA)

Daniel Ryan, Director, Off Campus Student Services, University of Buffalo

3:00 pm

Best Practices Open Mic

All delegates

3:45 pm

Downtown Walking Tour - A hands on look at Project Safe Semester and Guelph's Entertainment District

Marty Williams, Executive Director, Downtown Guelph Business Association

Garry Male, Inspector, Guelph Police Service

Project Safe Semester began as a city-wide initiative in 2012, with a focus on making downtown Guelph a safe and orderly place at the start of the school year. During this session, we will talk about the nuts and bolts of this project in the downtown core that includes road closures on weekend nights, a changeover in street signage, EMS on site, a late night bus agreement with the student unions, and more.

4:45 pm

Evening Reception at Royal Electric

Join us for light food, social time, and beer tasting with Wellington Brewery at Royal Electric. Royal Electric is located in the heart of downtown Guelph, in the historic Regent Hotel. After an extensive renovation Royal now adds a whole new dimension to Guelph's nightlife. Like it's predecessor, the Trasheteria, Royal has an unwavering commitment to the love of music.



Wednesday May 11th

8:15 am

Breakfast

9:00 am

Welcome and Opening Remarks

Franco Vaccarino, President, University of Guelph

9:30 am

Youth Engagement in Politics

Tyler Valiquette, VoteSavvy

A keynote on how to better engage young people in the political process and encourage them to be more active members in their community. Our speaker brings his vast knowledge of political engagement from the municipal, provincial, and federal level to this session, providing insight into the importance of a youth oriented approach to community and politics.

10:00 am

University/Community Athletic Partnership: Junior Gryphons and facilities

Andy Baechler, Media Relations, Communications & Sports Information, University of Guelph

The University of Guelph, Department of Athletics has partnered with Guelph Minor Hockey (boys and girls), Minor Football and Minor Basketball utilizing the Varsity Brand and Logo (The Gryphon) to transform community sports and the University as one big family. The Jr. Gryphon partnership has transformed into facility discounts, increased retail sales, ticket sales, discounts for children summer camps, student-athlete role models interacting with Jr. Gryphons, increased brand awareness for the University of Guelph when these Jr Gryphon teams travel to over 300 tournaments annually across Ontario. We will discuss the start-up, the challenges and the continuous opportunities that provide value to both partner groups and the community as a whole.

10:30 am

Break

10:45 am

Town and Gown Association of Ontario (TGAO) Annual General Meeting



11:15 am

Bridging the Gap: Off-campus Living Learning Community and engagement within the greater community

Stéphanie Lacroix, Residence Life Coordinator, University of Ottawa

Christina Callingham, Residence Life Coordinator, University of Ottawa

In this interactive workshop, we will provide an overview of an innovative experiential learning approach to Living Learning Communities, allowing students to explore community engagement through intentional and integrated residential programming. Participants will gain insight into ways off-campus housing can help bridge the gap between the university and the greater community. By participating to the workshop, you will have the opportunity to develop and brainstorm community service projects responding to your community needs. A community engagement LLC allows students to explore their community and ultimately better understand the role they can play in society as an agent of change.

12:00pm

Lunch

1:00pm

Keynote: Alcohol and Policy in Post-Secondary Communities

Catherine Paradis, Ph.D., Senior Research and Policy Analyst, Canadian Centre on Substance Abuse

Among the majority of post-secondary education (PSE) students, alcohol is used inappropriately and has high potential for harm. In 2014, key stakeholders took steps to address this shared concern by inviting colleges and universities across Canada to form a PSE partnership to reduce alcohol harms. To date, one of the partnership's main concerns has been to identify the core elements of an effective campus alcohol policy to address high-risk drinking. In response, the Canadian Centre on Substance Abuse (CCSA) facilitated the conceptualization of a framework based on the National Alcohol Strategy that contains 14 broad recommendations that aim to encourage and support universities in their efforts to reduce alcohol-related harms on campus. The framework invites college and universities to make renewed efforts in the areas of health promotion, prevention and education, as well as health services, and to implement policies that address the marketing and supply of alcohol and create safer communities. The framework should allow college and universities to realize in which areas they have deployed the majority of resources and activities so far, and envision where they could act next. It should help universities and colleges to prioritize their actions

1:45 pm

City of Toronto Rooming House Review

Joanna Duarte Laudon, Senior Policy and Research Officer, City of Toronto



2:45 pm
Break

3:00 pm

Frontline Successes in Town and Gown Communities

Doug Godfrey, Manager of Bylaw Compliance, Security and Licensing, City of Guelph

Kathryn Hofer, Manager, Off-Campus Living, University of Guelph

Every post-secondary community has successes in Town and Gown, from local research partnerships with the community, to experiential learning, to economic development initiatives, but what happens on the frontline to pave the way for these marketable successes? During this session we will talk about the day-to-day of frontline town and gown work and what we do in Guelph to be successful so that everyone can shine.

3:45 pm

Closing Remarks



PROJECT CHARTER: Residential Rental Business Bylaw

(Insert date of first Council meeting)

1. GOAL & DESCRIPTION

GOAL

To develop a Residential Rental Business Bylaw

DESCRIPTION

Phase 1 of the Municipal Planning Strategy identified significant community concern regarding rental housing and how it is planned for and regulated. The consultants for Phase 1 recommended the Town develop and implement a Residential Rental Business Bylaw as part of Phase 2 of the MPS review as planning regulations are often not the most effective tool to deal with some of the issues relating to rental housing. The MPS will address the creation of new multi-unit rental housing units and the conversion of existing housing for rental accommodation, and the RRBB will regulate the operation and management of residential rental businesses.

Rental housing is often cited as a type of affordable housing, particularly aimed at low income individuals, seniors and students, though not exclusively for these segments of our community. In Wolfville, it is believed that students are the main group that takes advantage of multi-tenant rental housing. However, seniors are also another group that may take advantage of this kind of tenure. A RRBB would regulate multi-tenant rental situations to ensure the safety of shared rental accommodation and property maintenance standards.

One of the main issues regarding housing relates to the lifestyle differences between the people living in multi tenant rental units and owner occupied dwellings. Although this will not be directly addressed in the bylaw, the hope is that by having quality and safe rental housing stock, that landlords and occupants will better integrate into the surround neighbourhood and the owner occupied properties feel a sense of ease and acceptance when these types of tenured build are located nearby.

2. ALIGNMENT TO COUNCIL'S STRATEGIC PLAN & OTHER TOWN PLANS

COUNCIL'S STRATEGIC PLAN

Council's Strategic Plan establishes five (5) strategic goals. The Residential Rental Business Bylaw will meet the strategic goals of Council by:

2. *A Diverse, Prosperous, and Sustainable Local Economy*
 - Create housing options and opportunity.

PROJECT CHARTER: Residential Rental Business Bylaw



(Insert date of first Council meeting)

3. *A Growing Population Encompassing all Ages and Stages who Live in Safe, Attractive, Cohesive, Neighbourhoods*

- Rental Housing is often an affordable housing choice
- Housing options need to be available for people at different stages of life.
- Create less conflict within the community
- Ensuring that multi-tenant residential buildings are safe and meet all necessary Fire Regulations.

OTHER TOWN PLANS

- What We Have Heard Report – 2016
- Summary Report on Residential Rental Businesses – Fotenn Consulting 2016

3. GUIDING PRINCIPLES:

The guiding principles speak to how this project will proceed and our approach. Council, staff and others involved in this project will base actions on these principles:

- Affordable housing must be available in Wolfville.
- Students are a welcome addition to our community and must be accommodated within community.
- We will strive to hear, respect and learn from all points of view.
- Empirical data and evidence based decision making will guide our thinking.
- We will “name the problem” in order to develop solutions that make our community more inclusive, safer and welcoming.

4. SCOPE

OBJECTIVES

The objectives of the *Residential Rental Business Bylaw* are:

1. To create a bylaw that regulates residential rental businesses (RRBs), including a definition of RRB's
2. To adopt this bylaw at the same time or before the draft MPS is presented to Council.
3. To educate the public on multi-tenant rental housing options and impacts.

DELIVERABLES

The deliverables for the project are:

1. Draft Residential Rental Business Bylaw
2. Communication materials and a Standard Operating Procedures to guide administration.

PROJECT CHARTER: Residential Rental Business Bylaw



(Insert date of first Council meeting)

5. TIMELINES AND MILESTONES

2016/17 Q1 – Project Initiation
2016/17 Q2-Q3 – Research and bylaw development
2016/17 Q3 – Housing Symposium
2016/17 Q4 - Consultation
2017/18 Q1 - Begin Formal approval process

6. ASSUMPTIONS, CONSTRAINTS & RISKS

ASSUMPTIONS

- The bylaw will be developed concurrently with the MPS
- Rental Housing is a valuable housing form in Wolfville
- The Town will receive funding through the Age Friendly Communities Grant and from the Department of Municipal Affairs which will assist in the development of the bylaw
- The bylaw, if adopted, will be within the capacity of the existing staff complement to administer.

CONSTRAINTS

- Staff capacity

RISKS

- The bylaw will be poorly received by landlords and residents
- Without this bylaw, the some of the housing policies contained within the draft MPS will need to be changed.

7. BUDGET, RESOURCES & PROCUREMENT

BUDGET

Grant – Age Friendly Community Grants (will assist with funding for the symposium)
Grant from Department of Municipal Affairs (will assist with research and provide support to project)

RESOURCES

Project Lead – Director of Community Development

Others:

- *Planner*
- *Building Inspector*
- *Development Officer*
- *Compliance Officer*
- *Policy Analyst*



PROJECT CHARTER: Residential Rental Business Bylaw

(Insert date of first Council meeting)

PROCUREMENT

An RFP will be issued according to our procurement policies.

8. ROLES & RESPONSIBILITIES

Staff will draft the bylaw.

PAC will provide input and guidance on planning related issues.

Town and Gown will provide input and guidance on university/student related issues.

COTW/Council will guide and ultimately approve/not approve the bylaw.

9. COMMUNICATION & ENGAGEMENT

Engagement will consist, at a minimum of:

- Housing Forum
- Landlord meetings
- An open house with the public to review the draft bylaw
- Communities of interest meetings: seniors, landlords, students, core area residents, Acadia
- Public Hearing

10. APPROVAL

Approved by Council on *(month, day, year)*.

(insert motion with resolution number)

PROJECT CHARTER: Residential Rental Business Bylaw

(Insert date of first Council meeting)

