



**Affordable Housing Advisory Committee  
Meeting Agenda  
Tuesday, July 15<sup>th</sup>, 2025 @ 12:00 PM  
West Royalty Room, City Hall  
199 Queen Street, Charlottetown, PE**

**Order of Business:**

- 1) Call to Order
- 2) Declarations of Conflict of Interest
- 3) Approval of Agenda
- 4) Adoption of Minutes
- 5) Business arising from Minutes
- 6) Discussions:
  - a) Appointment of Committee Chair
7. Introduction of New Business
8. Adjournment of Meeting



heard about this opportunity, he developed an interest and is looking forward to being part of the Committee and giving back to community.

### **b) Update on Zoning and Development Bylaw Review**

Digen provided an update on the ongoing Zoning & Development Bylaw Review process. He reported that the first round of public engagement has recently concluded, which included an online survey and three in-person public open houses. While the public sessions have been completed, the survey is still live on the Charlottetown Hall website. To date, the engagement efforts have generated over 600 visits to the website and approximately 300 comments submitted through both the open houses and the online survey. Committee members were encouraged to forward any additional comments or suggestions to Digen or Jason, who will ensure they are shared with the consultants for consideration.

Digen informed that consultant is working on what we heard report from public engagement and first draft of the Zoning & Development Bylaw. Committee suggested to share both link and document of the draft or any further reports.

Mayor Brown asked what the timeline of the Official Plan would be in regard to bringing it to Council. Mike Russ answered that Donna is expecting an update from the consultants, after which she would give an update next week for Councils consideration. It was also stated that the Planning Board meeting is open to the public and the committee are welcomed and encouraged to listen in and/or attend in person at the July meeting.

Mayor Brown inquired about the possibility of deferring the item to the August Planning Board meeting and subsequently bringing it to Council in September. In response, Mike Russ advised that staff recommend proceeding with the item as soon as it is ready, noting that the project is currently months behind schedule in relation to the Housing Accelerator Fund (HAF) requirements.

### **c) Housing Needs Assessment 2025 – Presentation**

Sebastian thanked Mike and Donna for providing the opportunity to do the study in-house, and his colleagues for the assistance rendered. It was stated that policies consulted in preparing the report were the 1999 Official Plan, The Affordable Housing Incentive Policy and The Housing Accelerator Fund Action Plan, Data was sourced from StatsCan, CHMC and locally from the City of Charlottetown. It was also stated that "As the federal government strives to become a more informed investor, evidence-based tools that provide a clear assessment of local needs and gaps will be required to inform decision making. The preparation of HNA's is one such tool. HNAs will help all levels of government understand the local housing needs of communities - how they may relate to infrastructure priorities - by providing the data necessary to determine what kind of housing needs to be built and where. The intent is to promote systematic planning of infrastructure that takes into consideration current and future housing needs."

It was stated that going forward, HNAs will be required for:

- a) Communities with a population of 30,000 and over receiving funding through the Canada Community-Building Fund.
- b) Communities with a population of 30,000 and over receiving funding through permanent transit funding and;
- c) Future federal infrastructure funding applicants, as required.

After presenting the report, the Committee was advised that based on the recommendation of the Planning and Heritage Committee, that report is now available at "charlottetownhall.ca".

Mayor Brown said it was very surprising that 480 persons were earning under \$13,000 a year.

There was some discussion between a committee member and staff about the data source and date. Staff clarified those points.

It was asked if the study took into consideration the current immigration policy regarding the projections. It was answered that while the study acknowledges the current immigration policies, however, the data used for the projection was source from the 2021 StatsCan Census.

It was also asked if the study took into consideration that when one person applies for Permanent Residency, the reality is that a family is accompanying that person. It was answered that the projection formulas applied does consider these scenarios and it is evident in the gradual increase in the number of 2-bedroom units that are projected to be needed over time, instead of one-bedroom units, which suggests that family is considered in the projections, instead of just individuals.

## **7. Introduction of New Business**

A discussion took place between Mayor Brown and committee member Ryan Cooke regarding Ryan's recent appointment to the Habitat for Humanity Board. It was noted that the City has offered a number of donated houses located on Brody Avenue, Maple Avenue, and Mount Edward Road near the Sherwood Rec Hall, which could potentially be relocated to donated land on Beech Street. Ryan indicated that he would bring this opportunity forward for discussion with the Habitat for Humanity Board.

## **8. Adjournment of Meeting**

Moved by Deputy Mayor Jankov and seconded by Mayor Brown that the meeting be adjourned. The meeting was adjourned at 1:06 PM

CARRIED

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**Deputy Mayor Alanna Jankov, Chair**