

BOX GROVE COMMUNITY HOUSING DEVELOPMENT COMMUNITY LIAISON COMMITTEE

TERMS OF REFERENCE

Purpose

The purpose of the Community Liaison Committee (CLC) is to provide a collaborative forum consisting of members of the project team and a broad cross-section of the community to advise and provide input (where possible) on planning and construction processes for the 7085 14th Avenue community housing development in the City of Markham.

Background

Housing is the foundation of strong, caring, safe communities and a key social determinant of health. Safe, secure and affordable housing is essential for everyone. Unfortunately, finding affordable housing in York Region is often difficult, with limited options for many residents. In early 2021, York Regional Council passed a [resolution declaring a housing affordability crisis](#).

Together with Housing York Inc. (HYI), the Region's housing corporation, the Regional Municipality of York remains focused on helping residents find and keep appropriate housing, aligning with our vision to create strong, caring and safe communities. Increasing the supply of affordable housing and helping people find and keep housing are key goals in [York Region's 10-Year Housing and Homelessness Plan](#) as well as [Housing York Inc.'s 2021 to 2024 Strategic Plan](#).

A full mix and range of housing options, including affordable ownership and rental, is essential for communities where people of all ages, stages and incomes can live, work and play. In August 2021, York Region applied for the Rapid Housing Initiative (RHI), a new federal funding program aimed at delivering new affordable housing units across Canada in a one-year timeframe. The site at 7085 14th Avenue was included in the Region's RHI application due to its sufficient size, supportive planning framework, and the local housing need within Markham. While York Region did not secure funding, the Region intends to secure land use permissions to permit a future community housing development.

The proposed development at 7085 14th Avenue is in the early stages of planning and is subject to required municipal planning approvals and federal and/or provincial funding assistance. The Region is considering a multi-phase development with 154 units. The exact size of the future development will be determined by balancing the need to help as many residents in need of housing as possible with the impact on the surrounding neighbourhood and natural areas.

YORK REGION

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With this work underway, the Region is engaging the local community and gathering input to refine the redevelopment plans, including the final design, to ensure the project is successful and supports the goal of strengthening the housing system.

Goals

The goals of the CLC are to:

- Advise the project team, facilitate information sharing, and participate in open dialogue to support the development of new affordable housing
- Leverage opportunities for collaboration and proactively identify and resolve any issues or concerns related to the new development
- Build and maintain positive relationships amongst the community, contractors, and program partners
- Act as project ambassadors and support the successful integration of the new building and its future residents into the surrounding community

Committee Composition

The CLC will be comprised of approximately ten to 15 community members, including:

- Neighbouring residents
- Local business owners
- City of Markham staff
- Local school representatives
- Local faith-based organizations
- York Regional Police
- Community organizations

CLC membership is determined through an application process, with final approval determined by a selection committee. The selection committee is comprised of members of York Region's project team for the 7085 14th Avenue Community Housing Development, who will evaluate and select applicants based on the following criteria:

- Experience with local community organizations/groups/activities
- Knowledge of the need for affordable housing and/or experience with construction developments
- Ability to meet membership requirements (as noted on the application form)
- Diverse representation from the community

Meetings

The CLC will meet two to four times per year until the development is complete. The frequency will be based on the project's progression and need. The meetings will be tentatively held on the fourth Thursday of the month, starting May 26, 2022.

CLC meetings will be chaired by the Community Liaison for the duration of the project. Representatives from York Region will support the chair to ensure an inclusive table with diverse voices and viewpoints. York Region will be responsible for scheduling all CLC meetings, soliciting agenda items, and

preparing and distributing meeting agendas and minutes. Meetings will be held virtually on Zoom or in-person, pending York Region Public Health COVID-19 guidelines.

Accountability Framework

York Region will ensure that all information provided to the CLC is up to date, accurate and recorded through meeting minutes.

CLC members should:

- Be willing and able to give the necessary time to attend meetings (approximately one to two hours per meeting)
- Review the agenda and background materials before each meeting
- Participate in discussions and respect the viewpoints of others
- Be objective, constructive and open-minded
- Participate in evaluating requests by the public for additional CLC discussion topics
- Assist in keeping your neighbours and community networks/groups apprised of information on the project
- Be willing to be recorded (audio and visual) during CLC meetings and be aware that your comments could be made public

If a committee member is unable to attend meetings consistently or resigns from the CLC, they are required to notify the Community Liaison as soon as possible so that a replacement member may be appointed.

We are committed to creating a safe and welcoming space for everyone involved in the CLC. Disruptive or inappropriate comments and/or behaviour will not be welcome in CLC meetings. Respectful conduct during meetings is required at all times. Members may be removed from the committee if respectful behaviour is not practiced during CLC meetings.

Amendments to Terms of Reference

The Terms of Reference will be reviewed at the first CLC meeting and amended as required. Further updates will take place as needed to support the project's progression.