

**The Corporation of the Village of Cumberland
Homelessness and Affordable Housing Committee Minutes**

**September 21, 2022 at 9:30 a.m.
Council Chamber, 2675 Dunsmuir Avenue**



Members Present: Kathy Duperron, Chair
Bobby Herron
Jesse Ketler, Councillor
Debbie Bowman

Regrets: Mark Fortin
Lindsay Monk

Staff Present: Courtney Simpson, Manager of Development Services

Guests Present: Nancy Henderson, Urban Systems
Sydney Rankmore, Urban Systems

The meeting was called to order at 9:34 a.m.

1. Approval of Agenda

That the agenda be approved.

Carried

2. Adoption of the Minutes

That the minutes of July 20, 2022 be adopted.

Carried Unanimously

3. Business Arising from the Minutes

None.

4. New Business

4.1 Streamlining Accessory Dwelling Unit Approval Process

Nancy Henderson of Urban Systems provided an update on the project and summary of the Homelessness and Affordable Housing Committee's comments at the previous meeting.

Comments:

- Measures to ensure privacy are good. Privacy is a main concern of neighbours for accessory dwelling units (ADUs)

- Add one-page checklist to Guide. Be very clear on the steps for the applicant.
- For Building Design (page 3) clarify what is required and what is voluntary. For example, the no vinyl siding comment is unclear on if it's a requirement or suggestion.
- There were questions on how much staff time is taken on ADU DPs, what are the cost savings, will the new process increase amount of ADUs, or just save time? Response was that overall, the changes will encourage more affordable housing. Staff time saved will be put to use on other Council priorities.
- There was a comment that it is important that the Vacation Rental regulations were updated recently. We do not need to worry as much that streamlining the ADU process will facilitate a huge uptake in Vacation Rental.
- On page 11 – emphasize that no woodstoves are allowed in new dwellings.
- Make sketches larger.
- Add guidelines for type of heating as a greater investment in a heat pump will lower operating costs over time and helps keep housing affordable for renters.

Moved and Seconded

That the Homelessness and Affordable Housing Committee recommend support of the proposed bylaws to streamline the accessory dwelling unit approval process.

Carried unanimously

Moved and Seconded

That the Homelessness and Affordable Housing Committee recommend the following changes to the Accessory Dwelling Unit How-To Guide: to insert a timeline and checklist, emphasize no woodstoves in new dwellings, and add recommendations for heating systems with lower operating costs.

Carried unanimously

5. Next Meeting

Wednesday, October 19, 2022 at 9:30 a.m. pending a Council referral

6. Adjournment

The meeting was adjourned at 10:13 a.m.

Certified Correct:	Confirmed:
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<hr/> Chair	<hr/> Deputy Corporate Officer