

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

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234-2024-3201

June 24, 2024

Your Worship
Mayor Darrin Canniff
Municipality of Chatham-Kent
darrin.canniff@chatham-kent.ca; ckmayor@chatham-kent.ca

Dear Mayor Canniff,

I am pleased to be writing to you today with important details regarding the Corporation of the Municipality of Chatham-Kent's ("Municipality of Chatham-Kent") funding under the 2024 Building Faster Fund (BFF) program year for performance achieved between January 1 and December 31, 2023.

As detailed in my letter of February 14, 2024, our records show that your municipality exceeded the 80% threshold for 2023. I would like to congratulate you on this important achievement towards meeting your 2031 target and our shared housing supply goals.

Given the above, I am pleased to inform you that the Municipality of Chatham-Kent is eligible for \$440,000 in total funding in the 2024 BFF program year based on performance in 2023.

To receive this funding, the municipality must enter into a Transfer Payment Agreement (TPA) with the Ministry of Municipal Affairs and Housing (MMAH) and submit an Investment Plan (IP) for ministry approval. Please find attached the TPA, IP and Program Guidelines that will govern the program. A brief summary is also included below. This letter will serve as the Allocation Notice for the Municipality of Chatham-Kent for the first Program Year under the TPA. Any questions can be directed to Charlene Cressman, Director, Housing Supply Strategy at 416-418-4643 or via email at charlene.cressman@ontario.ca.

Program Overview – Building Faster Fund

Funding from the BFF is intended to support further growth in housing supply, particularly through housing-enabling infrastructure (e.g., site servicing, roads, and public utilities) and other expenses. At the same time, funding is intended to be sufficiently flexible to avoid administrative overhead and other restrictions for municipalities that might undermine the BFF's primary purpose of creating an incentive for municipalities to deliver on their annual housing targets.

To balance these considerations, eligible categories of expenditures include the following:

- Capital expenditures on housing-enabling core infrastructure and site servicing (e.g., roads, bridges, water and wastewater, including sanitary and stormwater facilities) to accommodate future residential development (e.g., through new construction, reconstruction, rehabilitation/repair or expansion of existing infrastructure). Eligible expenditures could also include capital maintenance for the renewal, rehabilitation and replacement of core infrastructure owned by the municipality to preserve existing housing supply, as well as site servicing / preparation expenses to support the direct creation of more housing (e.g., preparing a site for disposition for the purposes of housing development).
- Operating or capital expenditures that support the creation of new affordable housing. Affordable housing will be defined as a unit that meets the definition of an affordable residential unit set out in section 4.1 of the *Development Charges Act, 1997* or is a unit also supported by stacking with funds through a provincial affordable housing program (e.g., Homelessness Prevention Program). Eligible expenses must create a net increase in affordable housing stock.
- Operating or capital expenditures that support the creation of attainable ownership housing, including through modular construction.
 - Attainable housing will be defined as a unit that meets the definition of attainable ownership housing set out by the ministry through an attainable housing program or agreement with MMAH or meets the definition of an attainable residential unit as defined in section 4.1 of the *Development Charges Act, 1997*.
 - Modular is defined as a home that is built using one or more prefabricated components or modules. It is constructed partially or completely off-site in a manufacturing facility then transported to a property and assembled there, like building blocks.
- Capital expenditures for homelessness services centers. This could include capital expenses for shelter space or municipal homelessness service hubs.

Next Steps:

To receive your municipality's 2024 BFF allocation, your municipality is required to submit the signed BFF TPA to confirm your agreement to the terms and conditions of the program. Your municipality is also required to complete and submit the enclosed IP to demonstrate how your funding allocations will be used to achieve the objectives of the program.

As BFF funding must be kept in a separate interest-bearing savings account, a void cheque or official bank letter from the financial institution is required to allow for the flow of funds and must display the following:

- The legal name of the municipality/business.
- The business address.
- The branch number, institution number, and account number.

The legal name of the municipality must match the legal name as it is registered under the Canada Revenue Agency (CRA) business number and the legal name on the void cheque or official bank letter.

A void cheque will only be accepted in the municipality's operating name if it is a registered name under their CRA business number. A bank letter must be on official letterhead and include a bank stamp.

Please return the banking information by **June 28, 2024** and the signed TPA and IP by **July 19, 2024**.

Your municipality may submit your signed TPA, IP and banking documents via e-mail to BuildingFasterFund@ontario.ca. Upon approval, the Ministry will proceed to initiate your first payments. Please let us know if you would like a French version of the Program Guidelines.

I look forward to continuing our work together to ensure that more people can afford a place to call home.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Paul Calandra', written in a cursive style.

Hon. Paul Calandra
Minister of Municipal Affairs of Housing

Enclosures

c: Michael Duben, Chief Administrative Officer, michael.duben@chatham-kent.ca
Judy Smith, Clerk/Director of Municipal Governance, judys@chatham-kent.ca
Hon. Vijay Thanigasalam, Associate Minister of Housing
Michael Klimuntowski, Chief of Staff, Minister's Office
Martha Greenberg, Deputy Minister
Sebastian Franks, Assistant Deputy Minister, Market Housing Division

Appendix "A"

Transfer Payment Agreement – Building Faster Fund

Please see attached.

Appendix “B”

Program Guidelines – Building Faster Fund

Please see attached.

Appendix "C"

Building Faster Fund Investment Plan

Please see attached.

Appendix "D"

Building Faster Fund Year End Report

Please see attached.