



**City of Saint John
Growth Committee - Open Session
AGENDA**

Tuesday, February 4, 2025
12:00 pm
2nd Floor Boardroom, City Hall

	Pages
1. Call to Order	
2. Approval of Minutes	
2.1 Minutes of November 19, 2024	1 - 2
3. Approval of Agenda	
4. Disclosures of Conflict of Interest	
5. Consent Agenda	
6. Presentations/Delegations	
7. Business Matters	
7.1 Housing Accelerator Fund Program Update	3 - 11
7.2 Housing Accelerator Fund Grant Update	12 - 21
7.3 Growth at a Glance	22 - 23
7.4 Ethnocultural Grant at a Glance - January to December 2024	24 - 35
8. Referrals from Common Council	
9. Adjournment	



The City of Saint John

MINUTES - OPEN SESSION GROWTH COMMITTEE MEETING
NOVEMBER 19, 2024 @ 12:00 P.M.
2nd FLOOR BOARDROOM, CITY HALL

Present: Deputy Mayor John MacKenzie, Chair
Councillor Barry Ogden
Councillor Gerry Lowe
Councillor Brent Harris

Absent: Mayor Donna Noade Reardon

Also

Present: Chief Administrative Officer B. McGovern
Commissioner Growth & Community Services A. Poffenroth
Director Growth & Community Planning D. Dobbelsteyn
Director Community Planning & Housing P. Nalavde
Project Manager Housing Accelerator Fund C. Smith
Manager Housing A. Reid
Communications Officer E. White
Growth Manager F. Lima
Administrative Assistant K. Tibbits

1. Meeting Called to Order

Deputy Mayor MacKenzie called the Growth Committee open session meeting to order.

2. Approval of Minutes

2.1 Minutes of October 8, 2024

Moved by Councillor Ogden, seconded by Councillor Lowe:
RESOLVED that the minutes of October 8, 2024 be approved.

MOTION CARRIED.

3. Approval of Agenda

Moved by Councillor Ogden, seconded by Councillor Lowe:
RESOLVED that the agenda of November 19, 2024 be approved.

MOTION CARRIED.

4. Disclosures of Conflict of Interest

No disclosures of conflict of interest but Councillor Harris acknowledged that he is involved in the Vacant and Vibrant initiative.

5. Consent Agenda (Recommendation: Receive for Information)

6. Presentations / Delegations

6.1 Gap Analysis – Municipal Housing Entity – Governance Reform Review

C. Smith, Project Manager, Housing Accelerator Project provided a brief background on this governance reform initiative and introduced the consulting team, K. Foulds and E. Starr from Re/Fact Consulting. The consultants reviewed the submitted presentation “Governance Reform for Housing Study.”

Moved by Councillor Lowe, seconded by Councillor Ogden:

RESOLVED that that submitted presentation entitled “Governance Reform for Housing Study” be received for information.

MOTION CARRIED.

(Councillor Harris withdrew from the meeting)

6.2 Industrial Opportunities in Saint John

J. Cyr, Envision Saint John, reviewed the submitted presentation “Envision Saint John Always Moving Forward” and discussed challenges, opportunities, and the importance of the city’s industrial base to the overall economy in the region.

Moved by Councillor Lowe, seconded by Councillor Ogden:

RESOLVED that the submitted presentation entitled “Envision Saint John Always Moving Forward” be received for information.

MOTION CARRIED.

7. Business Matters

7.1 Affordable Housing Action Plan Update

A. Reid, Housing Manager, reviewed the submitted presentation “Affordable Housing Action Plan 2024 Progress Update.”

Moved by Councillor Ogden, seconded by Councillor Lowe:

RESOLVED that the submitted report entitled "Affordable Housing Action Plan – 2024 Progress Update" be received for information.

MOTION CARRIED.

7.2 Growth Updates

D. Dobbelsteyn, Director Growth & Community Planning, reviewed the submitted presentation “Growth Updates” and commented on the Succeed and Stay Immigration Strategy, the Saint John Local Immigration Partnership, upcoming special events, and the City Market Strategic Plan.

Moved by Councillor Lowe, seconded by Councillor Ogden:

RESOLVED that the submitted presentation entitled “Growth Updates” be received for information.

MOTION CARRIED.

8. Referrals from Common Council

9. Adjournment

Moved by Councillor Lowe, seconded by Councillor Ogden:

RESOLVED that the open session meeting of the Growth Committee be adjourned.

MOTION CARRIED.

The open session meeting of the Growth Committee held on November 19, 2024, was adjourned at 1:40 p.m.



Small City,
Big Heart

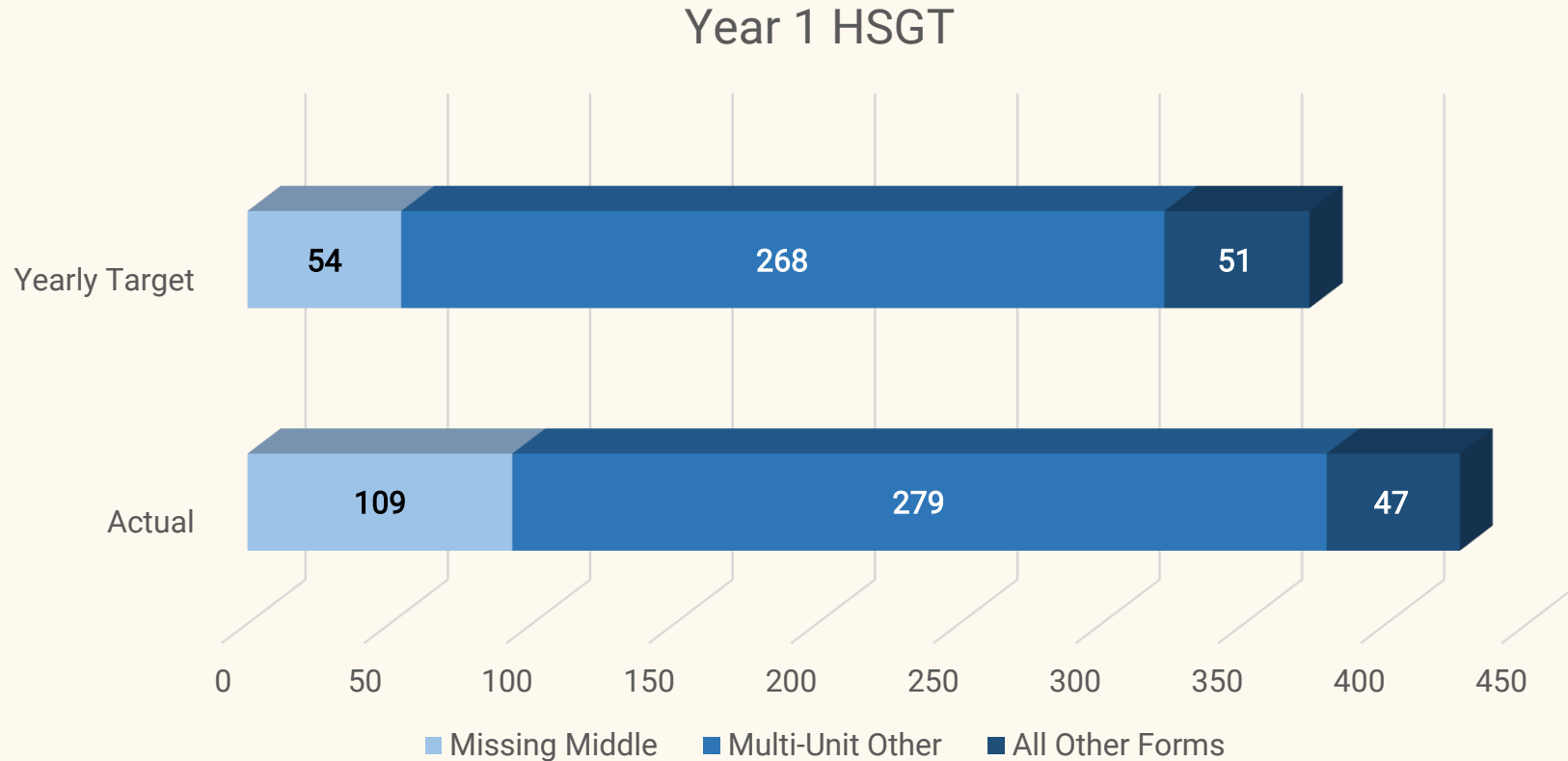
Housing Accelerator Project Progress Update

Growth Committee

February 4, 2025



Housing Supply Growth Progress



Affordable Units YTD Actual: 56
Affordable Units Yearly Target: 34



Initiative 1

North End Plan



Progress to Date

- Visioning workshop with the Neighbourhood Advisory Committee
- Conducted site tour and several community engagement activities

On-Going Activities

- Shape Your City engagement
- Fill open Advisory Committee position
- Draft plan initiated

Year End 2025 Outlook

- Phase 2 engagement/ visioning
- Draft plan review - summer 2025
- Plan refinement - fall 2025

2026 Outlook

- Plan adoption - winter 2026
- Implementation - spring 2026



Initiative 3

Unlock Gentle Density



Progress to Date

- Shift to supporting CMHC catalogue in review of regional designs



On-Going Activities

- Council Approval of Subdivision By-law amendments
- Providing information to support design



Year End 2025 Outlook

- Develop streamlined review process for pre-reviewed designs
- Create builder education package
- Adoption and rollout of the catalogue



Initiative 5

Leveraging Land



Progress to Date

- New Real Estate Manager fully onboarded



On-Going Activities

- Data analysis for GIS Tool
- Review of research for Land Acquisition and Disposition Policy development



Year End 2025 Outlook

- Draft Policy
- Develop and implement initial testing phase for GIS tool
- Policy adoption and implementation



Initiative 7

E-Permitting



Progress to Date

- Onboarding of staff
- Market analysis of existing best practice e-permitting alternatives
- Scheduling of e-permit software demos



On-Going Activities

- New ERP Integration analysis and requirements identification
- Needs analysis begins



Year End 2025 Outlook

- RFP development, issuance and award
- Configuration of selected system



2026 Outlook

- Staff training, public education and implementation



Initiative 8

Governance Reform



Progress to Date

- Stakeholder outreach and background data collection
- Completed Gap analysis



On-Going Activities

- Identification of models to support Governance Reform
- Review of potential models with stakeholders



Year End 2025 Outlook

- Present to Growth Committee and Council for approval
- Implementation of approved model



Housing Accelerator Fund

Completed Initiatives

Initiative 2: Housing Concierge

Program fully operational with:

- continued development community engagement
- next annual Developer Symposium March 2025
- awarding of grants based on fund availability

Initiative 4: Affordable Housing

Program fully operational with:

- continued non-profit engagement
- awarding of grants based on fund availability

Initiative 6: Zoning By-law Reform

By-law amendments adopted Jan.13, 2025.

- Registration of amendments underway
- continued communication and education of enacted changes
- Updated print and on-line materials being made available

**Small City,
Big Heart.**





Small City, Big Heart

2024 Development Grant Report

February 4, 2025



Affordable Housing Grant Program

Adopted in 2023	
Budget	\$800,000 one-time RDC/Federal funding HAF funding
Grant Funds Disbursed	\$265,000 (2023-2024)
Est. Funds Left to Disburse	\$1.9 million (2025-2027)
Geography	City
Targeted Development	Affordable rental housing units where tenants pay no more than 30% of their pre-tax income
Maximum Grant	\$160,000 – private sector \$200,000 – non-profit sector
Total Units Completed	-
Affordable Units Under Construction/Permit	157
Affordable Units Total	319



Portland Commons (Building permit stage)
50 Newport Crescent
95 Units / 39 Affordable Units



Affordable Housing Soft Cost Grant Program

Adopted in 2024	
Budget	HAF funding
Grant Funds Disbursed	\$43,378 (2024)
Est. Funds Left to Disburse	\$25,000
Geography	City
Targeted Development	Affordable housing units developed by non-profit organizations
Maximum Grant	\$25,000
Total Units Completed	-
Units Under Construction/Permit	15
Units Not Started	62



86-88 Waterloo Street (under construction)
6 Affordable Units – Supportive housing



Housing Accelerator Fund (HAF) Grant Program

Adopted in 2024	
Budget	HAF funding
Grant Funds Disbursed	-
Est. Funds Left to Disburse	\$1.5 million (2025-2027)
Geography	City
Targeted Development	<u>Construction Challenges</u> (e.g. rock breaking, conversion of institutional/commercial) <u>Missing middle</u> – townhouse, semi, etc. <u>Vacant building</u> – RRAP or non-profit
Maximum Grant	\$150,000, paid upon completion of foundation except for vacant building - \$40,000 total, 50% upon pre-drywall, 50% upon completion
Total Units Completed	-
Units Under Construction/Permit	50
Units Total	246

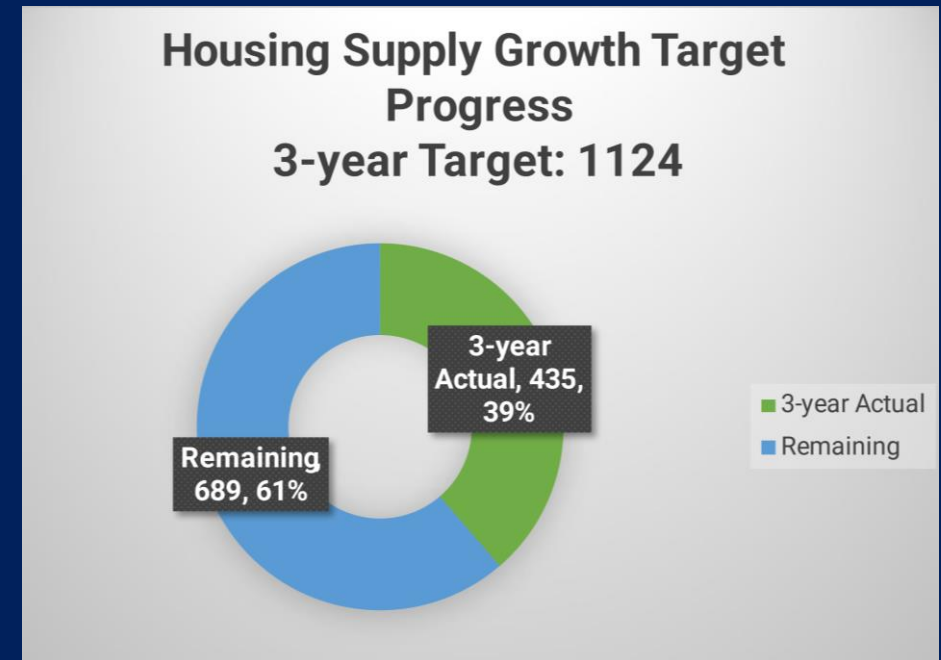


Heatherway Townhouses
10 Units



HAF Target and HAF funded Grants

Total units awarded through HAF-funded grant	518
Multi-unit (apartment)	339
Missing Middle	86
Other	93
Total affordable units toward HAF Target	60% (319)



HAF Targets



Summary

The City is on track to meet the goals and targets of the HAF program and accompanying grants.

The City would largely fill the remaining HSGT gap of 689 units if all 518 HAF-funded units were issued building permits.

A high proportion of units awarded funds are affordable (319 units). A review of the Affordable Housing Grant Program will be needed in 2025 to locate additional funding sources.

Urban Development Incentive Grant Program

Adopted in 2016	
Budget	\$220,000 annual operating \$350,000 annual reserve \$570,000 / year
Grant Funds Disbursed	\$1.9 million (2016-2024)
Est. Funds Left to Disburse	\$3.5 million (2025+)
Geography	Central Peninsula
Targeted Development	Vacant Buildings, Vacant Upper Floors, Infill
Maximum Grant	\$122,500 – 5 year grant \$50,000 construction challenge grant
Total Units Completed	231 (Total average \$8,225 / unit)
Total Units Under Construction	295



Steepleview Development (under construction)
35 Cliff Street
56 Units / 28 Affordable Units + Daycare



Urban Development Incentive Grant Program

Program is currently under review, as directed by the Strategic Plan.

Consultant has reviewed past city programs and undertaken a financial feasibility analysis of different housing prototypes.

Results show that the incentive amounts need to increase above current per unit average grant.

Results will be presented to Committee later this winter and direction sought on establishment of new Program parameters.

Motion: to receive and file



Questions



GROWTH AT A GLANCE

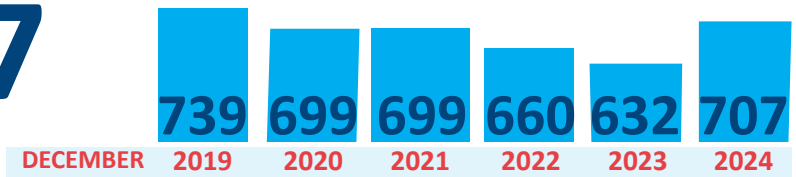
JANUARY - DECEMBER 2024



Building permits received

707

(5-year average same period: 686)



Value of construction projects

\$156 million

(5-year average same period: \$113.5 million)

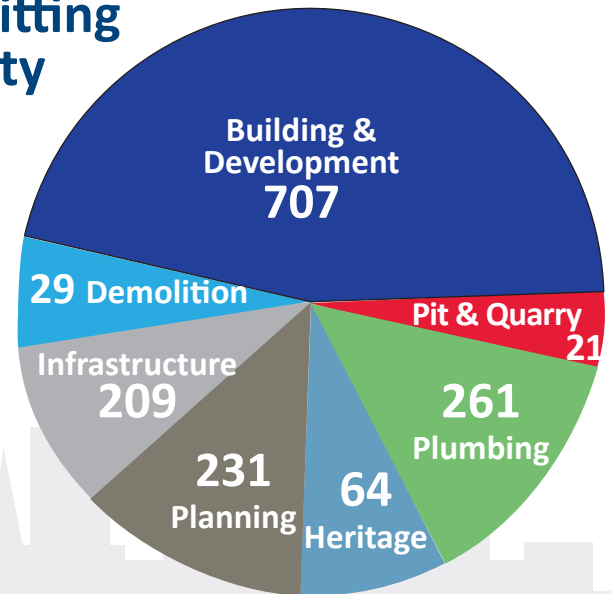
Number of residential units created

435

(5-year average same period: 361)

Upcoming
20 projects with over 1,600 new units planned.

Additional permitting activity



CROISSANCE EN UN COUP D'ŒIL

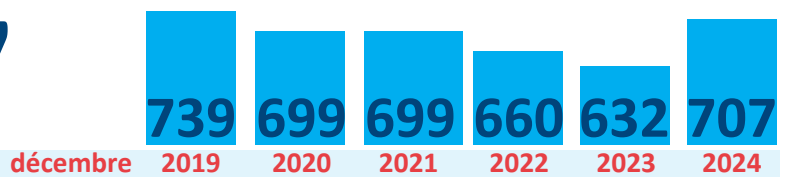
JANVIER - DECEMBRE 2024



Permis de construction reçus

707

(moyenne sur 5 ans pour la même période : 686)



Valeur des projets de construction

156 millions de dollars

(moyenne sur 5 ans pour la même période : 113.5 millions de dollars)

Nombre d'unités résidentielles créées

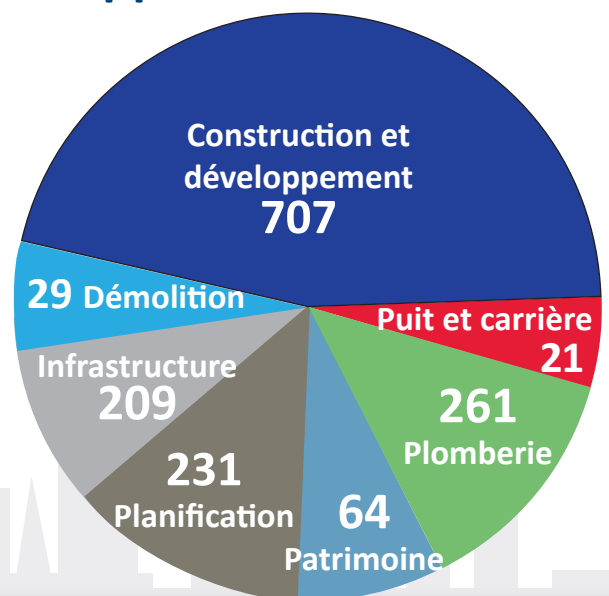
435

(moyenne sur 5 ans pour la même période : 361)

À venir

20 projets avec plus de 1600 nouvelles unités prévus.

Activité de délivrance de permis supplémentaire





Small City, Big Community.

**Ethnocultural Grant Program at a glance
January to December 2024**

Growth Committee, February 4th, 2025



Boosting Multiculturalism

Ethnocultural Grant 2024

- Saint John is home to **53** ethnocultural organizations.
- The Ethnocultural Grant has helped organizations to get incorporated and/or consolidate their groups.
- This program aligns with the Succeed and Stay Strategy, especially with **Priority 5: Expand and improve core settlement to address key gaps in journey - Tactic 3: Strengthen existing buddy programs and include ethnocultural groups.**
- The Ethnocultural groups are key to creating a better **welcoming community!**





What does the grant support?



Cultural Events

International Culture Fest,
Multicultural Galas,
Celebration of Winter
Solstice.

Sports Events

Winter Cricket
Sports for everyone,
community building.

Marketing

Miniature Flags, website
development, banners,
flyers, polo shirts.

Supplies and logistics

Office supplies, room
rentals.



2024 AT A GLANCE



**\$20,000
Granted**

**8 Associations
Benefited**

**2 Grant
Cycles**

Beneficiaries

8 Associations received the Awareness Grant, which aims to help them engage a broader community in their cultural initiatives and their group's mission. Applications were open from **January to September 2024**.



Awareness Grant

FIRST ROUND	
Brazilian Association of Saint John Inc.	\$ 2500 CAD
Filipino Association of New Brunswick Saint John Chapter	\$ 2500 CAD
Collective of Indonesian Cultures Association of Saint John	\$ 2500 CAD
Association O'MATABITH237 Cameroon of Saint John Inc.	\$ 2500 CAD
SECOND ROUND	
Bangladeshi Community of Saint John	\$ 2500 CAD
NB Persia	\$ 2500 CAD
Association Ubuntu Inc.	\$ 2500 CAD
Saint John Malayali Association	\$ 2500 CAD



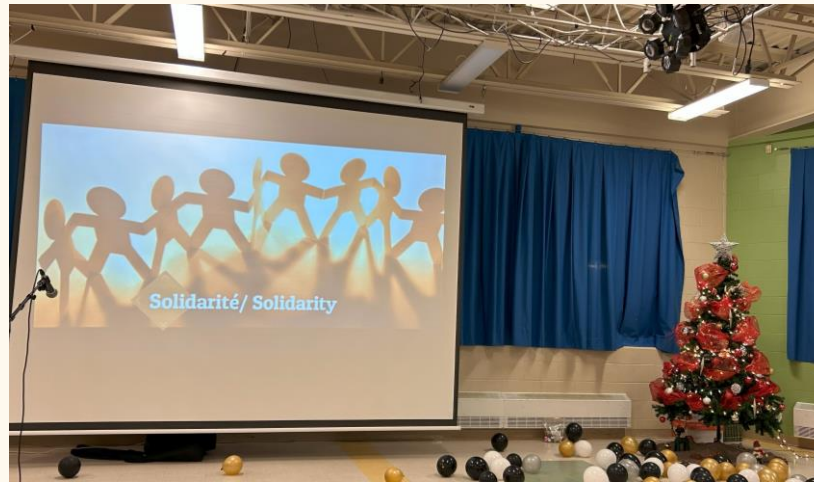


Expectations for 2025



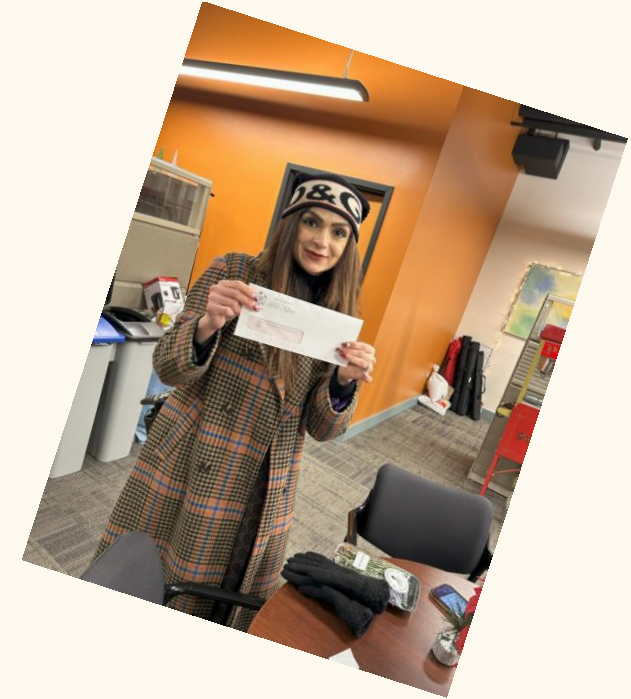
Encouragement

Increased applications and community engagement.



Growth

Developing sustainable infrastructure for applicants to be independent.



Collaboration

Stronger partnerships and empowerment of ethnocultural organizations.

Impact

Multiculturalism, community ties, inclusivity and diversity.



RECOMMENDATION

Receive and file Ethnocultural Grant presentation.



SAINT JOHN



Small City,
Big Opportunities.



2024 Ethnocultural Grants Outcomes Report

In 2024, the Ethnocultural Grant program supported eight community associations out of twelve applicants, providing each with CAD \$2500 to help promote cultural awareness, engagement, and integration within Saint John.

First Cycle – January to April 2024. Awarded in April 2024.

1. **Brazilian Association of Saint John Inc. (CAD \$2500)**

The Brazilian Association planned to use the funds to enhance community engagement through various activities:

- Meetings and office space rentals.
- Development of marketing materials (logo, flyers, and advertisements).
- Organizing the Brazilian Association Awareness Celebration, including event space, music, and a celebratory cake.
- Monthly events focusing on Brazilian women’s cultural contributions.

2. **Filipino Association of New Brunswick Saint John Chapter (CAD \$2500)**

The Filipino Association used the funds to organize two key events: Filipino Heritage Month and the Inter-City Sportsfest in June 2024, engaging approximately 170 families (ages 4-70+). The funding supported:

- Gym rentals and insurance for events.
- Referee fees and event logistics.
- The events helped foster a sense of belonging and cultural pride among Filipino residents, while providing recreational activities for all ages.

3. **Collective of Indonesian Cultures Association of Saint John (CAD \$2500)**

The Indonesian Association aimed to raise public awareness through branding and marketing:

- Developed a website, purchased stationery, folding tables, and event banners.
- Provided community outreach materials, such as business cards and promotional banners.
- Hosted events to raise awareness of Indonesian culture and foster community connections.



SAINT JOHN

4. Association O'MATABITH237 Cameroon of Saint John Inc. (CAD \$2500)

The Cameroonian Association used the funds to improve organizational capacity and visibility:

- Purchased office equipment (laptops, desktop computers, printer ink).
- Covered communication costs (telephone services and internet subscriptions).
- Established a website to promote Cameroonian culture and events, along with transportation and food expenses for community activities.

Second Cycle – April to September 2024. Awarded in December 2024.

1. Bangladeshi Community of Saint John (CAD \$2500)

The Bangladeshi Community's proposed cultural festivals and community outreach programs are set for the first quarter of 2025. The funding will cover venue rentals, decorations, performers, and media campaigns to foster cultural exchange and integration within Saint John.

- The events will not only showcase the Bangladeshi community's rich cultural heritage but also promote inclusivity and respect across diverse ethnic groups in the city.

2. NB Persia - Saint John Iranian Community Inc. (CAD \$2500)

The Iranian community successfully hosted their Winter Solstice "Yalda" celebration in December 2024. The funds supported:

- Facility rental, catering (snacks), entertainment, and small gifts for children.
- The event provided an inclusive environment for community members to celebrate this ancient tradition, while also welcoming newcomers and facilitating social connections among residents.

3. Association Ubuntu Inc. (CAD \$2500)

The Association Ubuntu focuses on enhancing their visibility and engagement through cultural outreach:

- Purchase of a sound system for events.
- Continue the development of their website to showcase the association's mission and activities.
- Purchase of polo shirts and miniature flags representing 48 countries, promoting unity and diversity within the community and their more than 200 members.



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4. Saint John Malayali Association (CAD \$2500)

The Saint John Malayali Association's Winter Cricket Tournament and New Year gathering served as key initiatives to promote physical activity and community building. The funding was used for:

- Organizing an indoor Winter Cricket Tournament to engage individuals of all ages in a healthy, team-building sport.
- Hosting a social gathering to ensure that even those not actively participating in sports remained connected within the community.

Conclusion

The Ethnocultural Grants program in 2024 has been instrumental in supporting cultural awareness initiatives throughout Saint John. The funds have allowed diverse ethnic communities to celebrate their heritage while promoting inclusivity and integration within the broader Saint John population. Each funded association has made significant strides toward fostering greater understanding among residents and offering meaningful experiences that highlight the city's cultural richness.

Each association has expressed their sincere gratitude to the City of Saint John for its ongoing support.