

Affordable Housing Task Force (AHT)

Committee Type	Task Force
Purpose	To provide advice, information, ideas/models/tools, and other needed support to The Town of Okotoks in the preparation of an Affordable Housing Strategy and Action Plan, and to support communication and engagement efforts so that the resulting Strategy and Action Plan is effectively implemented.
Membership	• 7 community members (residing and/or working in the Town) with specific experience, knowledge and/or networks relevant to affordable housing • 2 community members (residing in the Town) drawn from the general public, in order to provide a “sounding board” as well as local knowledge/experience • The Town to provide a staff liaison. The chair and vice-chair for the Task Force to be elected by members.
Authority	The AHT will report to Council once every six months. The overarching responsibility of this Council-appointed Task Force is to assist the Town as they examine all aspects of the affordable housing situation in Okotoks, and as they form recommendations to take action to ensure greater provision of and access to affordable housing. This Task Force will have a time-limited term, a clearly-defined role and set of responsibilities, and a tight focus on topic area. The Task Force will: 1. Review, discuss and comment on Town of Okotoks efforts to: 1.1 profile, document and assess the current state of housing in the Town of Okotoks (including current housing stock, needs, opportunities and challenges) as a baseline for further work; 1.2 identify any and all stakeholders, agencies or other community resources that could offer information, solutions, resources or other support to the creation and/or implementation of said strategy; 1.3 identify and assess current best practices, proven and evolving models, promising tools and effective strategies for affordable housing in municipalities similar to the Town of Okotoks:

	1.4 identify relevant demographic trends, and determine current and predicted population needs for affordable housing; 1.5 identify and assess the "levers" and "tools" available to the Town to take action in support of the provision of and access to affordable housing (including but not limited to speeding up regulatory processes, adjusting zoning, identifying suitable lands, exploring innovative partnerships with stakeholders and/or other levels of government, etc.); 1.6 examine options and policies in support of affordable housing as a priority within the Town's upcoming MDP update; 1.7 clearly identify where and how the Town can lead, partner in, or advocate for affordable housing; 1.8 develop a set of clearly-worded objectives that an Affordable Housing Strategy will be developed to achieve; 2. Add information, studies, knowledge, and perspective from their own experience to any and all of the above points; 3. Ensure that the work of this Task Force is strongly connected to and coordinated with the Town's stated corporate and community values and vision; 4. Advise the Town on the content and language of a set of clearly-worded, strategic, and action-oriented recommendations that can inform the development of an Affordable Housing Strategy that the Town and its partner agencies, stakeholders, and citizens can and will begin implementing as soon as possible; 5. Provide public communication and engagement support to the Town in all their efforts to develop a detailed and effective Affordable Housing Strategy; 6. Consider how they can each, separately and/or jointly, support the successful implementation of said recommendations and Strategy, where relevant and as needed.
Term	Unless extended through Council resolution, this Task Force's term expires after a two year period (2018 – 2019).
Meeting Frequency	As needed and determined by the AHT.
Funding	No annual budgeted funding.