

HAF Agreement and Action Plan Summary Edmundston, New Brunswick

Summary of Agreement Targets and Funding

Status as of March 20, 2025

Overall Permitted Unit Targets (3 years)	230
Units expected without HAF (baseline)	88
Units incented by HAF (HAF-incented)	142
Municipality's 10-year unit projection	2,188

Permitted Unit Targets with Breakdown	Total Target	Year 1 Forecast	Year 1 Progress
Housing Supply Growth Target	230	40	42
<ul style="list-style-type: none"> • Multi-unit housing units in close proximity to rapid transit 	0	<i>Note: there are no annual forecasts for different unit types.</i>	0
<ul style="list-style-type: none"> • Missing middle housing units 	143		32
<ul style="list-style-type: none"> • Other multi-unit housing units 	57		0
Affordable Housing Units	38		10

HAF recipients who demonstrated growth above expectations were eligible to add a new initiative and resulting growth to their Action Plan during the first annual report process. As a top performer, Edmundston was approved to add initiatives 9 and 10 to its action plan, which will result in an additional 10 permitted units, for a new housing supply growth target of 230. A total of \$415,000 is added to their funding, resulting in a new total funding eligibility of \$4,480,010.

HAF Funding Schedule and Explanatory Notes:

The total funding envelope for HAF recipients is based on the number of HAF-incented units, as described in Section 10 of the Pre-Application Reference Material. Advances are disbursed annually, subject to compliance with the terms and conditions of the HAF agreement.

Total funding eligibility (revised)	\$4,480,010.00
Annual advance amount	\$1,154,585.83

CMHC has reviewed Edmundston's first annual report and is satisfied that the City is meeting its commitments under the HAF agreement. The second advance will be made in full.

Summary of Initiatives and Milestones

Initiative 1: Model buildings

Developing and adopting model buildings with plans available free of charge and pre-approved (as of right) for the entire municipal territory.

- Call for tenders for the creation of the plans, followed by the development of the plans by an architectural firm.
- Plans presented to the public and meetings between staff and potential developers to carry out the projects.

Initiative	Deadline	Status
Model buildings	2024-12-02	Completed
Milestones	Deadline	Status
Call for tenders to develop the plans	2024-05-21	Completed
Creation of the plans	2024-09-06	Completed
Plan announcement and project production	2024-12-02	Completed

Initiative 2: Enhancing the powers of the Planning Advisory Committee

Simplifying the approval process for apartment building projects by giving more powers to the Planning Advisory Committee.

- Drafting of amendments to the zoning order and submission to the city council.
- Public consultations to improve the proposal.
- Adoption and recording of the amendment, followed by implementation.

Initiative	Deadline	Status
Enhancing the powers of the Planning Advisory Committee	2024-06-15	Completed
Milestones	Deadline	Status
Draft of amendments	2024-03-10	Completed
Public consultation	2024-05-21	Completed
Adoption and implementation	2024-06-15	Completed

Initiative 3: Amending the zoning bylaw

Making regulatory amendments to increase and facilitate the creation of additional housing units, including secondary suites and tiny homes.

- Drafting of amendments to zoning, building and subdivision orders and submission to city council.
- Public consultations to improve the proposal.
- Adoption and recording of the amendment, followed by implementation.

Initiative	Deadline	Status
Amending the zoning bylaw	2024-06-15	Completed
Milestones	Deadline	Status
Draft of amendments	2024-03-10	Completed
Public consultation	2024-05-21	Completed
Adoption and implementation	2024-06-15	Completed

Initiative 4: Review of the building permitting process

Reviewing the permitting management system to make applications available online and streamline internal control.

- Implementation of new system and development of new tools.
- Review of permitting procedures and fees.

Initiative	Deadline	Status
Review of the building permitting process	2025-04-01	On track
Milestones	Deadline	Status
Upgrade of the system	2025-04-01	On track
Review of permitting procedures and fees	2025-04-01	On track

Initiative 5: Land disposition and reserve fund

Amending the land disposition policy to prioritize housing.

- Review of the current policy to include the new items on prioritizing land for housing and submission to city council for approval.
- Creation of a new municipal reserve fund that will be used to purchase strategic land for housing. Public announcement of the new policy and reserve fund and call for projects.

Initiative	Deadline	Status
Land disposition and reserve fund	2024-12-20	Completed
Milestones	Deadline	Status
Development of reserve fund parameters	2024-10-15	Completed
Review of the current policy	2024-10-15	Completed
Approval by city council	2024-12-17	Completed
Announcement of new policy and reserve fund	2024-12-20	Completed

Initiative 6: Development of a housing unit building incentive

Developing a financial incentive for new units built during the HAF program period to support developers.

- Full development of the incentive, including eligibility criteria, terms and conditions of operation and required documentation.
- Submission to city council for approval.
- Presentation and promotion of the new incentive and individual meetings with developers to introduce the benefits.

Initiative	Deadline	Status
Development of a new incentive to build new HAF units	2024-09-20	Completed
Milestones	Deadline	Status
Development of the incentive	2024-06-14	Completed
Approval by city council	2024-09-17	Completed
Public presentation of the enhanced incentive	2024-09-20	Completed

Initiative 7: External developer-oriented communications and marketing policy

Implementing a communications and marketing policy to publicize all the measures taken by the City of Edmundston to promote the construction of new housing units.

- Development of a work plan and identification of resources to be assigned to move the initiative forward.
- Development of a communications and marketing plan and of the required communication tools.

Initiative	Deadline	Status
External developer-oriented communications and marketing policy	2024-12-17	Completed
Milestones	Deadline	Status
Development of work plan	2024-07-19	Completed
Identification of resources	2024-08-16	Completed
Development of communications and marketing plan	2024-10-18	Completed
Development of tools	2024-12-17	Completed

Initiative 8: Surplus government properties

Developing a program to facilitate and accelerate the reconversion of government lands and buildings to build housing first.

- Establish the required processes to generate housing projects on surplus government properties.
- Approval of program by city council.
- Contact the relevant departments to set priorities and target the actions of the program to prepare land for construction.

Initiative	Deadline	Status
Surplus government properties	2026-12-01	On track
Milestones	Deadline	Status
In-house program development	2024-10-15	Completed
Approval of program by city council	2024-12-17	Completed
Negotiation with government bodies	2026-12-01	On track

Initiative 9: Encouraging the addition of secondary suites

Developing an incentive program to promote and encourage the creation on secondary units on the territory of the city of Edmundston.

- Amendment of the zoning order to remove all the obstacles to creating these housing units rapidly by allowing the addition of secondary suites as of right in municipal residential zoning.
- Creation of a specific financial incentive to encourage owners to add secondary suites on their property.

Initiative	Deadline	Status
Encouraging the addition of secondary suites	2026-07-31	New
Milestones	Deadline	Status
Amendment of the zoning order to be more permissive for secondary suites.	2024-07-31	New
Creation of a specific incentive for secondary suites	2024-09-27	New
Promotional campaign	2026-07-31	New

Initiative 10: Affordable housing strategy through non-profit organizations and housing co-operatives

Implementing a strategy to develop affordable housing via a support mechanism to involve non-profit organizations and housing co-operatives.

- Enhancement of municipal incentives to improve the offer made to non-profit organizations and housing co-operatives for affordable housing.
- A municipal strategic initiative will be created as a framework to the development of an action plan to form a support unit for non-profit or co-operative housing projects.

Initiative	Deadline	Status
Affordable housing strategy through non-profit organizations and housing co-operatives	2026-12-01	New
Milestones	Deadline	Status
Enhancement of incentives for non-profit organizations and housing co-operatives	2024-09-27	New
Municipal strategic initiative	2025-03-28	New
Development of partnerships	2025-12-19	New
Implementation of action plan	2025-12-19	New