

**IMPLEMENTING TAY VALLEY TOWNSHIP'S AGE-FRIENDLY COMMUNITY PLAN** THROUGH COHOUSING, COMMUNICATION **AND INCLUSION:** 

AFFORDABLE, ACCESSIBLE AND COVID-19-FRIENDLY ACTIONS FOR ELDER INDEPENDENCE IN OUR RURAL COMMUNITY

Prepared by:

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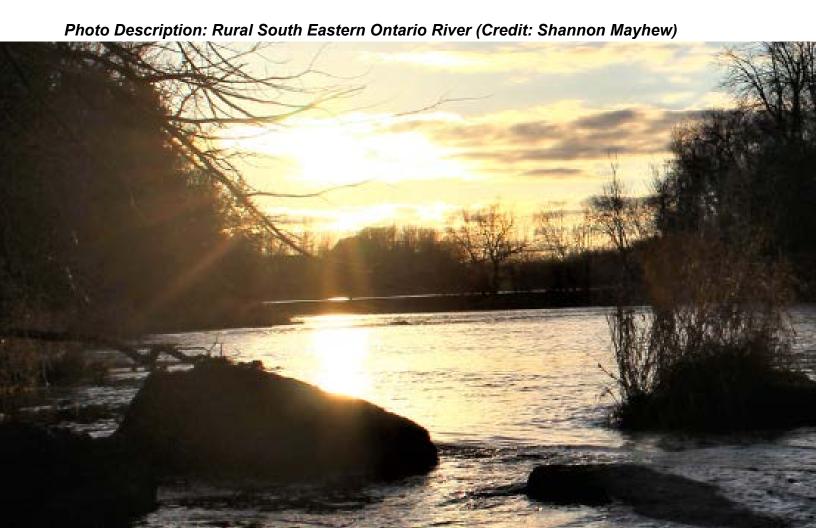






## LAND ACKNOWLEDGMENT

We hereby acknowledge that Tay Valley is situated on unceded traditional Omàmiwininì (Algonquin) territory and with this acknowledgment comes respect for the land, people and the unique history of the territory.



## **ACKNOWLEDGMENTS**

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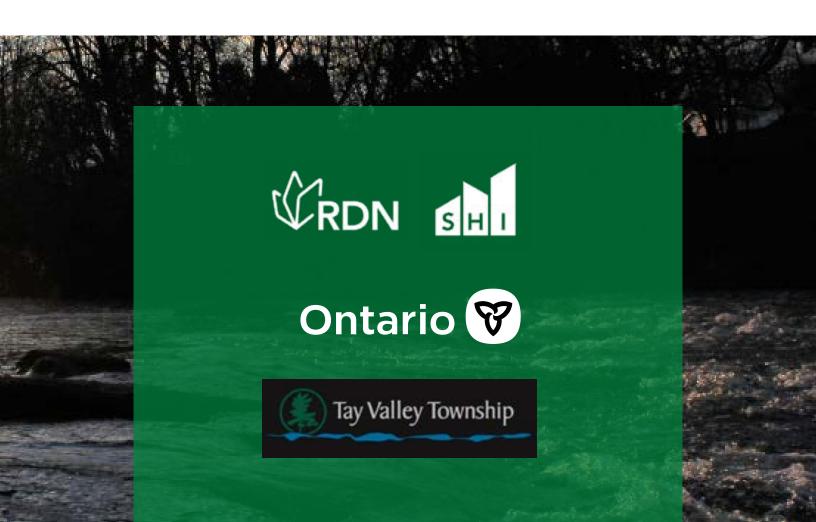
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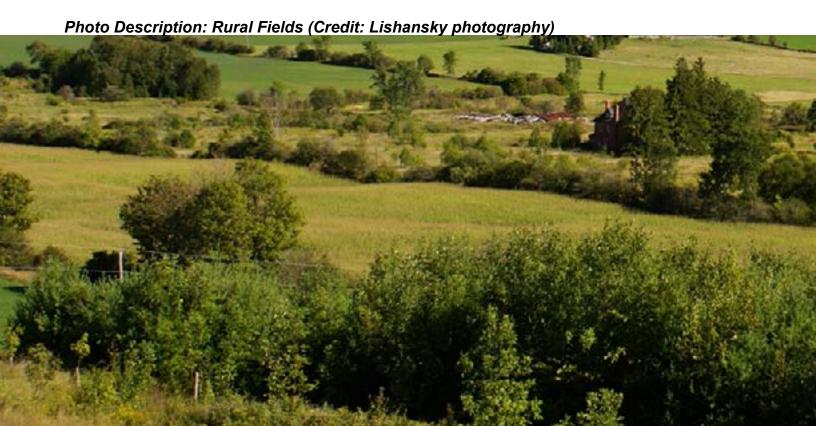
## **EXECUTIVE SUMMARY**

Ensuring that their community is safe, accessible, and inclusive is a goal striven towards by Tay Valley Township's residents and municipal governance team. As a rural Township where the average age is 55 years old, this means that it is important to ensure that people are able to fully participate in public life as they grow older. With this in mind, Tay Valley Township has been given an Inclusive Communities Grant from the Ontario Ministry for Seniors and Accessibility and partnered with the Rural Development Network's Sustainable Housing Initiative (SHI) to develop a plan that supports the emerging needs of the diverse seniors population. This includes the development of a plan for an innovative cohousing initiative, the creation of communication mechanisms for reaching seniors, and the formation of protocols for increasing social and civic participation for older residents.

The Rural Development Network (RDN) has created this report and recommendations based on community feedback and best practices found elsewhere. RDN first identified what makes a community inclusive, based on eight overlapping domains of community life that relate to the physical environment, the social environment, and personal well being. Cohousing can assist in creating an inclusive community by allowing a close and supportive network for people, while having standardized communications and engagement protocols for older residents in the Township can help ensure everyone's voice is heard.

Cohousing is a flexible term defined by housing that is designed to have a strong sense of community, uses varying levels of common facilities, depends on resident involvement for functioning, and offers a collaborative lifestyle. RDN has identified three aspects of Tay Valley Township's Zoning By-laws that can be changed to support the Official Plan's goal to support cohousing: land use restrictions, building form limitations, and parking minimums.

Having identified possible areas for change, RDN and Tay Valley Township created a community survey and held two online consultation sessions to hear feedback from residents in the spring of 2022.



Based on the community feedback and research, RDN identified broad recommendations for zoning practices that can support cohousing in Tay Valley Township. These can be seen as potential long term changes, such as adoption of a form based zoning code, for the Township to consider for the future. As the Tay Valley Township Zoning By-law currently stands, there are specific additions that can be made that would allow for easier and streamlined cohousing development process, which would not disrupt currently existing by-laws. RDN lists these suggestions, although they can also be adjusted as needed. These involve creating separate definitions of cohousing dwellings and dwelling units, creating separate residential zones, and relaxing some restrictions for dwellings and parking.

The final cohousing sections go on to list the options for how cohousing residents may decide to share ownership of the property, gives examples of residents who could benefit from cohousing, as well as some basic housing styles they may pursue. It also lists how cohousing can be a benefit for older residents to remain physically and mentally healthy during global health events such as COVID-19.

The next two chapters concern creating age-friendly communications mechanisms and engagement protocols for Tay Valley Township. Based on feedback from the community, they provide lists of preferred ways older residents want to be contacted, as well as options for reaching them. They also provide best practices that ensure communications are senior friendly and protocols that ensure they are effective.

Tay Valley Township is a community with a significant older adult population, most of which have been contributing to public life for decades and intend to do so for many more. By allowing for increased housing options, relevant communications mechanisms, and effective engagement protocols, Tay Valley Township can work with residents to ensure that everyone is included in the community-no matter their stage of life.







# 1.0

In 2017, Tay Valley Township created an Age-Friendly Community Plan, which aimed to support the emerging needs of the diverse seniors population within the eight hamlets that are a part of the Township. Based on the Plan's community engagement and findings, Tay Valley Township has received funding from the Ontario Ministry for Seniors and Accessibility and partnered with the Rural Development Network (RDN) to develop an Inclusive Communities Project, entitled, "Implementing Valley Township's Age-Friendly Community Plan Cohousing, Communication and Inclusion: through Affordable, Accessible and COVID-19 friendly Actions for Elder Independence in our Rural Community."

This project includes the development of a plan for an innovative cohousing initiative. the creation communication mechanisms for reaching seniors. and the formation of mechanisms and protocols for increasing social and civic participation that is respectful and inclusive. While this project has a focus on seniors, the end result seeks to promote inclusion for a wide array of community members, including Indigenous, immigrant, Francophone, racialized 2SLGBTQI+ residents, as well as persons with disabilities.

Photo Description: Ontario Farm Fields (Credit: Fertnig)

#### 1.1 WHAT IS AN INCLUSIVE COMMUNITY

The term "inclusive" can mean many different things to different people in their community. This can include systemic issues such as ensuring that there is affordable housing and accessible healthcare for lower income seniors, to more "hands-on" initiatives such as consistently maintaining working playground equipment so young families have a safe space for healthy recreation. In an inclusive community, all members are recognized as having something to contribute.

According to the Province of Ontario's Guide "Creating a More Inclusive Ontario: Age-Friendly Community Planning Guide for Municipalities and Community Organizations," there are eight overlapping domains of community life that affect an individual's personal wellbeing and their physical and social environments. (Note, taken directly from source).

#### PHYSICAL ENVIRONMENT



#### **OUTDOOR SPACES AND PUBLIC BUILDINGS**

When people view a neighbourhood as safe and accessible, it encourages people to participate in outdoor activities and engage with the community. Accessibility involves removing barriers that limit opportunities for people with disabilities, including older adults with age-related limitations and/or disabilities.



#### **TRANSPORTATION**

The condition and design of transportation-related infrastructure, such as signage, traffic lights and sidewalks affect personal mobility. Access to reliable, affordable public transit becomes increasingly important when driving becomes stressful, challenging or is no longer available as an option.



#### HOUSING

Housing options that are affordable, accessible, supportive and incorporate flexibility through adaptive features, style and location choices are essential for age-friendly communities.

#### **SOCIAL ENVIRONMENT**



#### **SOCIAL PARTICIPATION**

Social participation involves the level of interaction that older adults and people with disabilities have with other members of their community and the extent that the community makes this interaction and inclusion possible.



#### RESPECT AND SOCIAL INCLUSION

Community attitudes, such as a general feeling of respect and recognition of the role that older adults and people with disabilities play in our society, are critical factors for establishing an inclusive and age-friendly community.



#### CIVIC PARTICIPATION AND EMPLOYMENT

Civic engagement includes the desire to be involved in aspects of community life that extend beyond day-to-day activities, such as:

- Volunteering
- Becoming politically active
- Voting
- Working on committees

The ability to continue working or find new employment provides economic security for older adults, and people of all ages and abilities. This includes having access to accessible environments, including accessible workplaces.

#### PERSONAL WELL-BEING



#### COMMUNITY SUPPORT AND HEALTH SERVICES

Access to, and awareness of, mental and physical health programs and services contribute to quality of life and age-friendliness.



#### COMMUNICATION AND INFORMATION

Age-friendly communities provide readily accessible information about community events or important services in formats that are appropriate for older adults and people with disabilities. An age-friendly community recognizes the diversity of its population and promotes initiatives to reach as many people as possible.

# 1.2 WHY TAY VALLEY TOWNSHIP CREATED THE INCLUSIVE COMMUNITY PROJECT

Tay Valley Township recognizes that an inclusive community benefits its residents both socially and economically. The Township is also an older community, with residents' average age of 55 compared to 41 for Ontario as a whole. The older population of the Township, combined with its smaller, rural population presents unique challenges when compared to larger urban centres such as Ottawa. In developing the Inclusive Community Project with the Rural Development Network, Tay Valley Township is looking to further the priorities identified in Tay Valley's Age Friendly Community Plan (2017). These priorities include developing:

- A cohousing model
- Communication mechanisms specific to seniors
- Protocols to increase participation by seniors in social and civic activities.

## 1.3 DEVELOPING THE PROJECT

Work began on this project in April 2021 with the Rural Development Network being awarded the contract to begin the project, with funding provided by the Ontario Ministry for Seniors and Accessibility's Inclusive Communities Grant. The report is the result of a combination of best practices research and public engagement, including:

- Consultations with members of the Township's Age-Friendly Community Working Group identified in the Age Friendly Community Plan
- Two online consultations with the general public
- An online survey with a mix of open ended and multiple choice feedback options
- Best practices research that looked at successful cohousing and senior engagement examples from across North America.

Photo Description: Allan Mills (Credit: Kenn Chaplin, 2005)





# 2.0 COHOUSING

Cohousing has been identified by the 2017 Tay Valley Township Age Friendly Community Plan as a potential option for residents looking for a more communal living scenario, an alternative for multigenerational families, or for seniors looking to downsize while remaining in the Township.



#### 2.1 WHAT IS COHOUSING?

Cohousing is a form of collective housing that emphasizes communal living in contrast to the more individualistic lifestyles commonly seen in Canada and North America. It was first popularized in Denmark in the 1960s and has spread across Europe as an increasingly common part of the housing market. Although it is seen as a relatively "modern" housing choice, there are arguments to be made that cohousing is a return to older lifestyle characteristics, where multigenerational households were more common and small communities would often cluster around a shared public space such as a village green. Multigenerational and communal use of land is also part of the housing traditions of many Indigenous peoples throughout what is now called North America and Canada.

Although no cohousing community is exactly alike, it is generally seen to have four common characteristics:<sup>2</sup>

- 1. Physical design encourages a strong sense of community.
- 2. Common areas that are designed for daily use and to supplement private living areas.
- 3. Resident involvement in the recruitment, production and operational processes.
- 4. Collaborative lifestyles offering inter-dependence, support networks, sociability and security.

These are to be seen as very broad characteristics, which show the key differences between cohousing and other multifamily housing situations such as care homes, rental apartment buildings, and condominiums.

## 2.2 ZONING'S LINK TO COHOUSING

Zoning bylaws determine the rules and regulations that must be followed for the use and development of land within a community. As such, zoning is an integral part of Tay Valley Township's plan to promote an inclusive path forward with its cohousing initiative. Currently, there exist three main zoning barriers to encouraging cohousing as a viable option for Tay Valley Township's residents:

#### 2.2.1 Land Use Restrictions

Tay Valley Township does not currently allow most forms of multiunit housing on residential zoned properties. This situation prevents residents from forming a cohousing property without seeking variances, rezonings, or other potentially time-consuming and costly measures.

## 2.2.2 Building Form Restrictions

Although Tay Valley Township's Zoning By-Law allows for second dwellings and second dwelling units on most residential zoned properties, there are limitations to the size and number of units allowed. This can further complicate and reduce the ease in which residents can form cohousing communities.

## 2.2.3 Parking Restrictions

Minimum parking requirements can potentially increase construction costs, as it is estimated that a single parking stall can cost \$7,000 for surface parking spaces. Mandating an excessive number of parking stalls for multiunit developments, such as cohousing, may lead to increased housing burdens for residents, limiting affordability.



#### 2.3 CURRENT ZONING PRACTICES

The intent behind this section is to demonstrate relevant Tay Valley Township zoning By-Law provisions and provide a broader provincial context on what is allowed under the Ontario Planning Act.

## 2.3.1 Land Use Regulations

As Tay Valley looks to diversify its housing choices and allow for greater levels of social inclusion and economic development, cohousing can be a part of that progress. Cohousing, by definition, involves multiple dwelling units in close proximity to each other and can be a much more equitable and environmentally friendly choice. As such, any development would necessitate zoning relevant to such buildings.

#### **Tay Valley Township Context**

Tay Valley Township currently has several different residential zones, including General Residential, Seasonal Residential, Limited Services Residential, and Mobile Park Residential – all of which limit the number of dwellings on a property. There is also an Institutional zone, a Rural zone, and several Commercial zones with varying levels of residential occupancy allowed<sup>4</sup>. The combined power of these zones means that almost all residential dwellings are single detached homes.

The Zoning By-Law limits most accessory buildings from human habitation<sup>5</sup>, regulates lots containing multiple uses to the most restrictive use<sup>6</sup>, and defines/regulates "Tiny House" dwellings<sup>7</sup>. In order to accommodate more multiunit housing such as cohousing, there needs to be more flexibility and a loosening of some of these restrictions for residential zones.

#### **Provincial Context**

The Ontario Planning Act gives municipalities the power to regulate:

- The type of construction and the height, bulk, location, size, floor area, spacing, character, use, frontage, depth, and proportion of buildings or structures erected or located within the municipality.<sup>8</sup>
- The regulation of minimum size and density for a property<sup>9</sup>.

This means that Tay Valley Township is able to create zoning policies that allow for buildings promoting cohousing.



**GENERAL RESIDENTIAL ZONE** 



SEASONAL RESIDENTIAL ZONE



LIMITED SERVICE RESIDENTIAL ZONE



MOBILE PARK RESIDENTIAL ZONE



**INSTITUTIONAL ZONE** 



**RURAL ZONE** 

Photo Descriptions:

General Residential Zone: House

Seasonal Residential Zone: Small Cottage Limited Residential Zone: Small Cabin Mobile Park Residential Zone: Mobile Home

Institutional Zone: Church Steeple

Rural Zone: Barn

Photo Credit: Canva Images

## 2.3.2 Housing Form Regulations

Currently, Tay Valley's residential Zoning By-law focuses on the number of dwellings on the property and does not allow for housing flexibility based on minimizing impacts on surrounding areas. By allowing more multiunit housing based on low impact, and community-focused building forms, the Township may be able to encourage cohousing and similar developments.

#### **Tay Valley Township Context**

Tay Valley does have several form based codes in the Residential Zoning By-Laws, such as rules ensuring home based businesses retain a residential feel, height exemptions for building components such as chimneys, maximum lot coverages, and setback requirements.<sup>10</sup> However, it does not allow for additional homes to be built on a property if they follow guidelines that minimize their impacts to the surrounding area.

#### **Provincial Context**

Ontario allows municipalities to set their own zoning practices with the condition that they enforce them, and follow required building codes<sup>11</sup>. While the standard practice in the province is to establish residential zoning based on the number of dwelling units on the land and the height, area, and setbacks of buildings, it is possible to add additional requirements for buildings to allow for more flexibility based on their built form. The Ontario Planning Act allows for municipalities to bring more density to properties that currently have a detached house, a semi-detached house, or townhouse. All of these homes can theoretically have an additional dwelling in the building itself (such as a basement suite) or an additional dwelling building (such as a coach house).<sup>12</sup>

## 2.3.3 Parking Regulations

Parking can be an integral part of any housing development, especially in rural areas with limited or non-existent public transportation. However, the parking needs of cohousing developments may not necessarily align with current residential parking bylaws. Some residents may not have vehicles due to physical limitations, while others may decide to share cars for personal or environmental reasons.

## **Tay Valley Township Context**

Tay Valley Township's current residential parking requirements are based around single, detached housing arrangements and may not necessarily be conducive to the development and sustainability of cohousing initiatives<sup>12</sup>. For residential spaces, the requirements are that:

- One and two-unit dwellings have 2 parking spaces per dwelling unit, provided that 1 of the 2 required spaces may be in tandem.
- Dwellings of three units or more require 1 parking space per dwelling unit.
- Residential Care Homes require 1 parking space, plus 1 parking space per 4 units. In order
  to encourage a cohousing friendly environment, it may be necessary to change some of the
  current residential parking requirements.

#### **Provincial Context**

The Ontario Planning Act allows for communities to create their own parking bylaws in ways that make the most sense for the individual community. This means that:

- A local municipality has the right to require and specify the parking and maintenance levels for a building.<sup>13</sup>
- A local municipality that normally requires parking for a building can enter into an agreement with the owner to not provide parking.

Within the context of this project, this means that Tay Valley has the ability to change or eliminate parking requirements based upon what works best for the community and individual housing project.

#### 2.4 BEST PRACTICES

While cohousing focused zoning is not common in North America, there are best practices in other communities that would be able to assist Tay Valley Township in creating more rural-focused housing options.

## 2.4.1 Allow More Dwellings

Allowing for more units on a single lot is increasingly common for communities in North America. In Ontario communities such as Barrie<sup>15</sup>, Peterborough<sup>16</sup>, and Simcoe County<sup>17</sup>, have by-laws that allow for the creation of an additional dwelling space on an existing property–bringing the number of allowed homes on a single lot up to two. A significantly more flexible zoning bylaw system was implemented in the town of High River, AB in 2018, which has residential zoning based on land coverage and building form, allowing for flexible developments not limited to prescribed dwelling unit limits<sup>18</sup>. This can allow for an increase in dwelling options that does not overwhelm the community's existing infrastructure.

## 2.4.2 Flexible Building Forms

A good example of form based zoning codes can be found in the town of High River, AB. The community reformatted their zoning code in 2018 in order to allow for more flexibility in residential development. There are now 5 separate zoning districts based on their use/density: Natural District, Urban Reserve District, Traditional Neighbourhood District, Neighbourhood Centre District, Central Business District, and Service & Employment District<sup>19</sup>.

Of particular relevance is the Traditional Neighbourhood District, which takes up the majority of the town's land area. In these areas, residential dwellings are limited by height (up to three stories for main building, up to two for accessory buildings), setbacks, and massing. However, the number of dwelling units on the property is limited by the Alberta Building Code, not zoning bylaws. All buildings must also follow traditional residential housing designs, although some small, low impact businesses are allowed. More limited form based regulations based on establishing a cohesive community feel or preserving architectural heritage can be found in diverse communities such as Revelstoke BC, Sylvan Lake AB, Charlottetown PEI, and Halifax NS<sup>19</sup>. Aspects of form based bylaws may be useful in the Township in preserving its rural heritage long term.

According to the Form Based Codes Institute, in order to set up effective regulations, these five general components should be followed<sup>20</sup>:



#### **REGULATING PLAN**

A plan or map of the regulated area designating the locations where different building form standards apply.



#### **PUBLIC STANDARDS**

Street Profile helps specify elements in the public realm like sidewalks, travel lanes, on-street parking, street trees and furniture, etc.



#### **BUILDING STANDARDS**

Regulations controlling the features, configurations, and functions of buildings that define and shape the public realm.



#### **ADMINISTRATION**

A clearly defined and streamlined application and project review process.



#### **DEFINITIONS**

A glossary to ensure the precise use of technical terms.

## 2.4.3 Reduce Parking Minimums

Across Canada, communities are reexamining their current parking bylaws to see if they are too restrictive. An example can be found in the City of Edmonton, which has passed a bylaw that removed all parking minimums as of July 2, 2020<sup>21</sup>. Landowners in both residential and commercial areas are now able to determine their own parking needs and build accordingly. This was based on local studies that showed an excess of parking spaces due to the (then current) parking minimum regulations. This has allowed landowners and developers flexibility in developing parking spaces more appropriate for an individual property's use, rather than a bylaw regulation that covers many different properties.

Other cities such as Kelowna BC<sup>22</sup>, and Halifax NS<sup>23</sup> have removed parking minimums, but only for select areas of their downtowns. Similarly, in 2014 Oakville ON<sup>24</sup> reduced parking minimums in mixed use/urban infill areas by 10-15%, while Kitchener ON<sup>25</sup> is in the process of revamping their zoning bylaws and are looking to reduce their parking minimums based on community feedback.

#### 2.5 POSSIBLE ALTERNATIVES

While this report will make explicit zoning bylaw recommendations in the next section, these broad alternatives are presented as general guidelines and can also be considered for long range planning regarding cohousing.

## 2.5.1 Residential Regulations

In order to allow for more multiunit housing such as cohousing, there can potentially be three different alternatives to explore.

#### **Cohousing Specific Zoning By-Law**

Subject to infrastructure limitations, create a zoning code with cohousing specific guidelines. A possible positive a spect of this plan is that it could be easy to pass and control for excessive development, while a potential negative aspect is that it could end up being only allowed in limited areas and still requires rezoning and municipal approval by Tay Valley Township, which can increase costs and time.

#### **Conditional Cohousing Residential Additions**

Add in language to existing residential Zoning By-Laws that allow for cohousing living arrangements based upon meeting relevant building code and infrastructure conditions. This can potentially allow for a much broader access to housing options for residents, but adds more complexity in the zoning bylaws.

## **Complete Residential Zoning Revamp**

Undertake a complete residential zoning change to rewrite all residential zones to allow for more housing options in all areas, with a focus on enabling cohousing through streamlined zoning. This can potentially add significantly more housing options for the Township, but would be a lengthy process.



#### 2.5.2 Built Form Guidelines

There are three potential alternatives that can be used for Tay Valley Township regarding built form to encourage diverse housing forms, with a focus on cohousing.

#### **Residential Form Based Cohousing Zone**

Create a form based zone to specifically enable cohousing. This would be allowed on a case by case basis for groups wishing to build cohousing. A positive aspect of this is the fact that it would potentially be lower impact and able to be selectively used. However, a purely form based zone could add additional layers of complexity to the Zoning By-Law, limiting uptake.

#### **Multiunit Housing Form Guide**

Adjust all residential zoning areas to allow for a form based cohousing option. This would mean that if a multiunit housing building(s) were to be built, that it would be allowed "by right" as long as it follows explicit building form limitations. A positive aspect of this would be the ability to allow low impact multiunit housing in all residential areas of Tay Valley, but it has the potential for allowing excessive development.

#### Form Based Zoning Reform

Redo all residential zoning into a form based zoning code similar to High River, but relevant to a primarily rural area such as Tay Valley Township (i.e., ensuring agricultural and industrial uses are kept in their appropriate areas and not allowing high, multistory apartment buildings). A potential positive of this would be creating a zoning environment that is very flexible for residential development. However, it would be a lengthy process that is out of the scope of this project.

## **2.5.3 Parking Standards**

In order to allow for more parking options in Tay Valley Township, there can potentially be three different alternatives to explore.

## **Remove Minimum Parking Requirements**

As seen in cities such as Edmonton, an option for Tay Valley Township is to eliminate all parking minimums for residential areas. This would encourage landowners and developers to determine the market need for residential parking spaces. A potential positive for this alternative is the reduction of red tape for projects and significant flexibility, while a negative would be the potential for some landowners not building enough parking for residents.

#### **Reduce Minimum Parking Requirements**

Currently, Tay Valley Township requires two spaces for one and two dwelling homes, one space per dwelling for 3+ unit spaces, and 1 space per dwelling unit plus visitor parking for group homes. A reduction in required parking spaces across residential zones can allow Tay Valley to ensure a certain number of parking stalls are provided in new developments, while providing a bit more flexibility for key zones. A positive aspect of this would be the potential ease in simply reducing the parking minimums, while a potential negative would be that it may not be flexible enough for multiunit housing areas.

#### **Cohousing Specific Parking Requirements**

Tay Valley Township can also create a new zoning standard for a new cohousing residential zone, to help support diverse housing. A potential positive of this plan is that existing minimums in other residential zones may be maintained, but could add more complexity to the zoning code.



## 2.6 RECOMMENDED COHOUSING ZONING BY-LAWS

In order to allow for more multiunit housing such as cohousing, the development of cohousing specific zoning should be explored by the Township. The following recommendations are based on the Zoning By-Laws and Tay Valley Township Official Plan section 3.6.5, which states:

"In keeping with the County of Lanark's Housing and Homelessness Plan, and the Provincial Policy Statement Provision on housing, residential developments that offer innovative design features, construction techniques, or tenure arrangements such as modular homes, flex home, cohousing, etc. which are consistent with the objectives of the plan and which broaden the range of housing alternatives available to the municipality's residents, including affordable housing, shall be encouraged."

In keeping with Official Plan's statement on innovative design and Tay Valley Township's current zoning regulations, the following additions to the Township's Zoning By-Law are recommended.

## 2.6.1 Section Two "Definitions" Additions

Currently in the Zoning By-Law, there are no definitions for cohousing related dwellings. By adding these definitions to the Zoning By-Law, property owners can ensure their proposed developments are in line with the Township's regulations. This means adding in definitions for Cohousing Dwelling and Cohousing Dwelling Units.

## Add under "Dwelling"

**COHOUSING DWELLING** shall mean a dwelling which is located on a Single Lot Cohousing Residential (SLCR) or Cluster Lot Cohousing Residential (CLCR) lot and may contain a maximum of 6 Cohousing Dwelling Units meant for residential use.

## Add between "Carport" and "Cellar"

**COHOUSING DWELLING UNIT** shall mean one or more habitable rooms designed and occupied by persons as an independent dwelling in which living, kitchen, and bathroom facilities are provided. Living and kitchen facilities may be a mix of unrestricted exclusive or shared use based upon resident agreements with other Cohousing Dwelling Units on the same lot. Each dwelling unit shall contain a bathroom unit for exclusive use. Each dwelling unit shall have an independent entrance from outside the building or a common hallway or stairway inside the building.

These definitions have been created for the following purposes:

- By ensuring that Cohousing Dwellings are limited to SLCR or CLCR zoned lots, Tay Valley
  Township can ensure that any developments are limited in scope to cohousing and not other
  forms of development.
- 2. Allowing up to 6 dwelling units allows for flexibility for residents and is based on RDN surveys. However, Council may decide to reduce or increase the dwellings allowed based on feedback.

- 3. Similarly, by allowing for cohousing dwellings units to choose facilities for exclusive or shared use, a cohousing community can tailor their living situations to their own needs. This may be important for scenarios where it is a multigenerational cohousing space where residents usually eat and live communally and do not need multiple kitchens.
- 4. Mandating that each dwelling contains exclusive access to a bathroom helps to ensure residents do not have limited or shared access to hygiene facilities. This also helps differentiate cohousing from group homes, boarding houses, and foster homes—which do not have such regulations.



#### 2.6.2 Section Three "General Provisions" Additions

With cohousing having been defined in the previous section, the following are the recommended changes to "General Provisions" that will allow for a straightforward rezoning guideline for property owners and Tay Valley Township.

#### Add to Section 3.15

Type of Use

**Cohousing Dwelling** 

#### Number of Parking Spaces Required

1 Parking space per two Cohousing Dwelling units (minimum).

Due to Tay Valley's rural landscape, residential parking congestion is not likely to be a major source of conflict. Additionally, there may be cohousing residents who share vehicles or do not drive due to age, disability, or personal choice. By allowing for a lower parking space minimum, property owners can ensure that they develop parking based on their individual needs.

#### **Change Section 3.19 Definition**

"Notwithstanding any provision of this By-law to the contrary, where a single dwelling, a semidetached dwelling or townhouse dwelling is permitted as a principal use in a zone, a second dwelling unit **and** a second dwelling, as herein defined, are permitted on the same lot in accordance with the following provisions[...]"

By allowing both a dwelling unit and a second dwelling in the Residential (R) Zone, residents can have more options for what to do with their property without needing to redo any zoning. This is the lowest cost and easiest way to encourage small scale cohousing.

#### **Create Section 3.19.4**

 Land zoned as Single Lot Cohousing Residential or Cluster Lot Cohousing Residential is not covered by these provisions for Second Dwelling Units and Second Dwellings. Single Lot Cohousing Residential and Cluster Lot Cohousing Residential provisions are listed separately.

Adding this provision is meant to add clarity to this section regarding cohousing zoning.

#### Create Section 3.31 or place after 3.1 to maintain alphabetical order

Cohousing Dwelling Units

Notwithstanding any provision of this Bylaw to the contrary, where a cohousing dwelling is permitted as a principal use in a zone, up to 6 Cohousing Dwelling Units are permitted on the same lot in accordance with the following provisions:

#### 1. General

- All Cohousing Dwelling Units or Cohousing Dwellings shall comply with the provisions of the Building Code Act.
- Prior to obtaining a building permit for a Cohousing Dwelling or an Additional Cohousing Dwelling unit, the applicant shall obtain a septic system approval.
- All Cohousing Dwelling Units or Cohousing Dwellings shall share the driveway entrance to the lot.
- All Cohousing Dwelling Units or Cohousing Dwellings shall be included in the calculation of lot coverage.
- Prior to obtaining a building permit for a Cohousing Dwelling Unit, the applicant shall demonstrate to the satisfaction of the Township that there is adequate access for Emergency Services and not permitted on private roads roads in accordance with the Township policy..
- Cohousing Dwellings may be built in the form of Duplex Dwelling, Multiple Dwelling, Semi-Detached Dwelling, Single Dwelling, Tiny House Dwelling, Townhouse Dwelling, or as an addition built onto an already existing residential dwelling.
- No enlargement, extension, or addition to a Cohousing Dwelling shall be permitted unless the enlargement or extension conforms to all other applicable provisions of this Bylaw.
- An existing accessory building may be partially or fully converted to a cohousing dwelling, except that no habitable room window shall face an interior side lot line or a rear lot line unless the existing accessory building conforms to the minimum side lot line setback and rear lot line setback as is required for cohousing dwelling, as the case may be.
- A new accessory building may be constructed as a cohousing dwelling provided that it conforms to all applicable provisions for a cohousing dwelling.
- Cohousing Dwelling Units shall not be permitted to be seasonal dwellings, short term rentals, or bed and breakfasts.
- One Cohousing Dwelling comprised of a Single Dwelling or attached Cohousing Dwelling
  Units in form of a Duplex Dwelling, Multiple Dwelling, Semi-Detached Dwelling, or Townhouse
  Dwelling lot shall be exempt from having a maximum floor area and shall have a maximum
  Dwelling Height of 9 meters. Any additional Cohousing Dwelling units shall have a maximum
  floor area of 95m² and maximum height of 5 meters.

Based on the existing Zoning By-Laws for second dwelling units and secondary dwelling units, these general provisions are meant to ensure that there is flexibility for landowners to build cohousing dwellings, while still balancing the rural nature of Tay Valley. It allows for one building to follow bylaws meant for a single dwelling, while ensuring any additional dwellings have minimal impact, similar to second dwellings in General Residential zoned areas.

#### Create Section 3.32 or place after 3.1 to maintain alphabetical order

Cohousing Residential Zone

Single Lot Cohousing Residential SLCR

Notwithstanding any provision of this By-law to the contrary, where SLCR Zoning is in effect, 1 cohousing dwelling, up to 6 cohousing dwelling units, are permitted on the same lot in accordance with the following provisions:

#### 1. General

- Minimum distance between non-attached dwelling units shall be 1m.
- No more than two CLCR lots may be immediately adjacent to each other.
- The single internal road served by the cluster lot development shall be a private road built and maintained to standards set by the Township in accordance with the Township policy.

#### Cluster Lot Cohousing Residential

Notwithstanding any provision of this By-law to the contrary, where CLCR Zoning is in effect, 4 cohousing units, up to 24 cohousing dwelling units, are permitted in accordance with the following provisions:

#### 1. General

- A maximum of 6 cohousing dwelling units shall be permitted per lot.
- A minimum of 3 and a maximum of 7 immediately adjacent lots shall be required for CLCR zoning.
- A maximum of 24 cohousing dwelling units shall be permitted per CLCR Zoning area.
- The single internal road served by the cluster lot development shall be built and maintained to standards set by the town in accordance with the Township policy.
- Individual lots may be a minimum of 4000m2 provided that sufficient common land is held by adjacent CLCR lots to meet an overall density of one residential lot per hectare of land.
- The minimum lot size shall not include lands within the "Flood Plain" or "Environmental Protection" designation.

These conditions are meant to clarify the conditions that must be met for the rezoning of land into a cohousing land use. They these are also compatible with section 3.6.4 of the 2016 Tay Valley Township Official Plan regarding rural density.

## 2.6.3 Section Four "Zones" Additions

## Add to section 4.2

Single Lot Cohousing Residential (SLCR)

Cluster Lot Cohousing Residential (CLCR)



Photo Description: Heathstone Cohousing Community (Credit: Anne, 2007 CC)

#### 2.6.4 Section Five "Residential Zones" Additions

The final changes to the Tay Valley Township Zoning By-Law are for the Residential Zones section. For clarity regarding the larger cohousing options and smaller, single lot communities, the zones have been split into two categories.

#### **Create Section 5.5**

Single Lot Cohousing Residential (SLCR)

1. Permitted Uses

Cohousing dwellings

- 2. Zone Provisions
  - Lot Area (minimum) 4050m<sup>2</sup>
  - Lot Frontage (minimum)
    - Lots in Hamlet designation in Official Plan 45m
    - All other lots 60m
  - Yards (minimum)
    - Front 10m (if screened from road by topography or mature vegetation)

OR 100m without screening

- Exterior Side 10m
- Interior Side 6m
- Rear 7.5m
- Dwelling Unit Area (minimum per unit) 17.5m<sup>2</sup>
- Dwelling Height (maximum) 9 meters for one dwelling, 5 meters for each additional dwelling
- Lot Coverage (maximum total coverage) 20%
- Dwelling/units per Lot (maximum) 6
- 3. Additional Provisions
  - 1. General Provisions

In accordance with Section 3 hereof.

2. A maximum of two (SLCR) lots may be immediately adjacent to each other. Otherwise, lots shall be zoned as Cluster Lot Cohousing Residential (CLCR).

#### **Create Section 5.6**

Cluster Lot Cohousing Residential (CLCR)

1. Permitted Uses

Cohousing dwellings

- 2. Zone Provisions
  - Lot Area, (average) 1ha per lot
    - Minimum 0.4ha
  - Lot Frontage
    - Lots in Hamlet designation in Official Plan 45m
    - All other lots 60m
  - Yards (minimum)
    - Front 10m (if screened from road by topography or mature vegetation)

OR 100m without screening

- Exterior Side 10m from non CLCR lot
- Interior Side 6m from non CLCR lot
- Rear 7.5m from non CLCR lot
- Dwelling Unit Area (minimum per unit) 17.5m<sup>2</sup>
- Dwelling Height (maximum) 9 meters for one dwelling, 5 meters for each additional dwelling
- Lot Coverage (maximum total coverage) 20%
- Dwellings per Lot (maximum) 4
- 3. Additional Provisions
  - 1. General Provisions

In accordance with Section 3 hereof.

2. A minimum of three and a maximum of seven lots shall be immediately adjacent to each other to be zoned as CLCR.



Photo Description: Duwamish Cohousing (Credit: Joe Mabel, 2007 GFDL)

By dividing the zoning into two different sections, there can be options for smaller and larger cohousing communities. The CLCR Zone is based on Section 3.6.4 of the 2016 Official Community Plan, which looks to promote minimally impactful cluster housing and requires a lot more collaboration between interested parties. Meanwhile, the SLCR lot may be a lot more viable for family based cohousing communities and other smaller groups.

### 2.7 COHOUSING OWNERSHIP OPTIONS

This section investigates the potential ownership structures of cohousing. Multiunit housing is well established in Canada and can easily be mistaken for cohousing. Both housing styles are based around multiple homes, often with some form of shared space. However, collective housing is community focused and collaborative and it is important to establish its differences from standard multiunit housing. There are multiple options for cohousing ventures that can be arranged financially. The following is a brief introduction of what these options are.

# 2.7.1 Co-Ownership

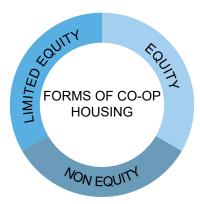
In this arrangement, co-owners may share things such as kitchens and common areas and are on the ownership title. They can be "**tenants-in-common**" or as "**joint tenants**." If a tenants-in-common co-owner passes away, their share of property becomes a part of their estate and dealt with accordingly. However, if a joint tenant co-owner dies, surviving co-owners inherit the deceased's share of the property.<sup>26</sup> Co-ownership is a housing option that is mostly done in reference to a single detached house, but may be viable in a smaller cohousing community. This type of ownership is not as common as other forms (such as condominiums), so it may be harder to get initial financing for such properties. However, it has been increasing in popularity as Canadian housing becomes more expensive for buyers.

### 2.7.2 Co-op

A co-op can be defined as "an autonomous association of persons united voluntarily to meet their common economic, social, and cultural needs and aspirations through a jointly-owned and democratically-controlled enterprise."<sup>27</sup> In this context, housing would be the co-op. As shown in RDN's Paths for Housing Co-ops guidebook, there are three forms of co-op housing.<sup>28</sup>

- Equity: Often referred to as a "Market Equity" co-op. When a member joins the co-op they buy an equity-share, and live in a unit. This is similar to something like a condo complex, but instead of owning one condo, you own a share in the whole complex. When the member decides to leave the co-op, they sell their share at whatever price the market will pay for. The co-op sets policies which affect all members, and the cost for each member to live in the co-op depends mainly on when they bought a share, and at what price, as they would have a fairly traditional mortgage on their share of the co-op in their own name.
- Limited Equity: A limited equity co-operative (LEC) is a homeownership model in which residents purchase a share in a development (rather than an individual unit) and commit to resell their share at a price determined by formula—an arrangement that maintains affordability at purchase and over the long term. The price restrictions built into the resale formula limit the equity that LEC residents can gain when they sell their ownership share; it is this feature that also helps to maintain affordability, especially in strengthening housing markets. Some limited equity co-operatives allow little or no build-up of equity by homeowners, while others adopt a shared equity approach, balancing the twin goals of long-term affordability and individual wealth creation. While LECs are frequently found in multifamily buildings in urban areas, this tool can also be used in townhomes, single-family homes, and mobile home parks.

Non Equity: Housing co-operative based on a rental model. Members pay a
membership fee to join the co-op, and monthly housing fees that contribute to paying for
operating the housing. Members do not build equity within this type of structure.



This option can be very conductive for cohousing and potentially have a much cheaper "buy in" for future residents. However, it is not as common of an arrangement as condominiums and may be more difficult to set up. In Ontario, Co-ops are governed by Ontario Co-operative Corporations Act.<sup>29</sup>

#### 2.7.3 Condominium

While condos are some of the most common multiunit housing formats, there may be a possibility to establish them as a cohousing community. There are two main forms of condominiums:<sup>30</sup>

- **Freeholds**: Properties in which you become the owner (as a member of a corporation) of a parcel of land, as well as any structures built on top of it.
- **Leaseholds**: Properties in which you buy the structure and buildings you will occupy, but are only leasing the land.
- Common Elements: Properties that have no dwellings, but are meant to pay for common elements between owners, such as a golf course or parkland. This can be used to preserve natural and man made elements in a cohousing property.



While mostly thought of as apartment style buildings, smaller multiunit dwellings of two or more units can be formed into a condo structure. Condominiums have the benefit of being easier to finance from a bank due to their more traditional mortgage structures, however, it may be more difficult to keep a cohousing community as cohesive as people buy and sell properties.<sup>31</sup>

### 2.7.4 Shared Ownership Cohousing

Under shared ownership cohousing,<sup>32</sup> residents both:

- Own their individual homes or condo units; and
- Share ownership of a "common house" with shared amenities.

Theoretically, it may be possible to have smaller, co-ownership communities of smaller groups of seniors or families on a plot of land with the shared amenities. This form of ownership is not very common and may be more difficult to finance, although it could allow for more freedom in keeping or selling individual units but keeping the shared amenities.



### 2.8 COHOUSING DEVELOPMENT MODELS

The following section gives a brief overview of three different development models that can be used for constructing and financing cohousing in Tay Valley. While cohousing (in a modern, western sense) was first developed in Denmark during the 1960s, it is a relatively new concept for Canada.<sup>33</sup> As such, it is important to look at development models (i.e. ways to construct and create cohousing communities) that have been successfully established elsewhere. These development modes are based on several different families or groups of people getting together, so smaller and intergenerational cohousing spaces may not need as much assistance.

## 2.8.1 Cohousing Development Options

The following chart is taken from Jo William's "Predicting an American future for cohousing" and lists the most common development models used in the creation and construction of cohousing communities.

	RESIDENT LED MODEL	PARTNERSHIP MODEL	SPECULATIVE MODEL
Description of Model	Entire resident group involved with the development and design process, as well as community formation	Partnership approach— developers and residents work together at all stages of the process	Developer led. Developer deals with design, development and community formation
Community Visioning	All residents involved	All residents involved	Developer
Recruitment	All residents involved	All residents involved with professional help	Developer
Legal Structures and Financing	Resident led with professional help	Developer led	Developer
Design Process	Resident led with professional help	Developer led with resident input	Developer
Community Development	Resident led with professional help prior to living in community and throughout life of community	Resident led with professional help prior to living in community and throughout life of community	Resident led once living in community

# 2.8.2 Recommendations For Tay Valley Township

Due to the fact that cohousing is not seen on a wide scale in Canada, most cohousing communities will probably follow the resident led or partnership model initially. It seems likely that for a developer to create a speculative cohousing community, they would wait until there is a strong market history for such communities. Tay Valley Township is taking a positive first step by developing a plan to support developing cohousing communities, both large and small.

### 2.8.3 Resident Led Development

Each cohousing community is different in why it was founded and how it operates. However, according to the Canadian Cohousing Network, there are generally 11 steps towards developing a larger cohousing community.<sup>35</sup> Some steps may be skipped, not be in sequence, or be done concurrently.

#### 1. Learn about cohousing

Check out Online resources such as the Canadian Cohousing Network, The Cohousing Association of America, and other resources.

#### 2. Share the dream

Talk about cohousing and the potential benefits to people who may be interested.

#### 3. Host a meeting

Gather people who may be interested and start to have discussions about developing a project.

#### 4. Visit established cohousing communities

If possible, visit cohousing communities listed by such places as the CCN.

#### 5. Facilitate and decide

Learn and develop consensus decision making protocols to make decisions for beginning a project.

#### 6. Build community

Connect with others and ensure that relationships continue throughout the process.

#### 7. Know yourselves

Clarify the intentions, vision, and mission of the community.

#### 8. Let others know about you

Connect with organizations such as the Canadian Cohousing Network and become a member.

#### 9. Commit your cash

Identify people willing to make a financial commitment to the project and begin small fees towards pre-development.

#### 10. Make it happen

Determine the number of committed residents and work with a Realtor to find an appropriate location.

#### 11. Hire a professional

Work with professionals to set up a feasibility study, financial plans, and legal structures. Consult resources such as The Canadian Cohousing Network and established cohousing communities to see how they can connect you to assistance.

## 2.9 COHOUSING SCENARIOS

Cohousing may appeal to a wide variety of stakeholders, including seniors looking to downsize but stay in their community, multigenerational households, young families, and individuals looking for closer community ties. The following representations are meant to show some possible social, financial, and housing options where cohousing may be a good fit for some residents.

## 2.9.1 Shared Amenity Retirements

Betty, Brandy, Jean, and Lucy are four older residents who are all single and currently have larger properties that they want to cash out on. They all want to downsize into something that is more manageable but also gives them a sense of security and allows them to travel without less worry. They are all also in good health and also do not want to move into a retirement home or give up their independence. Betty decides to divide off a section of her land and sell off the remainder. Brandy, Jean, and Lucy decide to sell off their entire properties and become co-owners as joint-tenants. They then use the proceeds to equally share in the development of an accessible house with four separate living areas. Since they are often away from the house, they share use of the kitchen and some living areas. The property also may not need to be rezoned, which will save them time and money.



Photo Description: House (Credit: RDN)

## 2.9.2 Multigenerational Housing

Ramesh and Anika are a retired couple who are currently "empty nesters" in their 4 bedroom house. Like many seniors, they want to be close to family but due to escalating property values, their children are unable to buy anything near them and rentals are scarce. Increasing their concerns is the fact that Anika has been developing joint issues and now has reduced mobility. After a long family discussion with their children, the older couple decide to apply for a SLCR rezoning and develop two additional dwellings on their property. They then are able to have their children move onto the property. Their son Ali and his three children take the house, their other son Zane takes a dwelling unit, and they both move into a much more accessible third dwelling unit. Since the property is long paid off, the family agrees that the sons will split the costs for developing the smaller dwellings and general property maintenance. Eventually, they will inherit the land and decide whether to keep it or redevelop.



Photo Description: House with backyard units (Credit: RDN)

## 2.9.3 Cohousing Retirement Dwelling Unit Clusters

The Wilsons, Pattersons, Smiths, Labreques, and Volks's are five older couples who are long time friends and are looking to utilize the equity they built over their working lives to enjoy their retirements. As lifelong residents of the Tay Valley area, they value the rural lifestyle and benefits of the Township. They also want to ensure that they can age in their community comfortably for as long as possible while also having a support network nearby. After an in depth discussion amongst themselves and consultation with appropriate legal, real estate, and construction professionals the 5 couples decide to form a limited equity co-op amongst themselves and sell their individual properties for a significant profit. After rezoning a large lot to SLCR, they then build six dwelling units designed for aging-in-place. The sixth dwelling unit is kept as a rental for the Wilson's daughter Patricia and her husband, who enjoy a discount as tenants in exchange for routine maintenance and monitoring of dwelling unit when their owners winter in Florida. Since the co-op is a limited equity arrangement, members of the co-op have the option of purchasing shares in the property at a set price as other members move or pass away. They can then sell the shares at cost to other seniors and family members, or eventually have their estates dissolve the co-op and split the proceeds.



Photo Description: Single Unit Clusters (Credit: RDN)

# 2.9.4 Multigenerational Small Scale Multiunits

The De Jongs, Manns, and Cruz-Smithers are three young couples looking to move out of Ottawa and raise their future children in a smaller community, while the Smithers are retired and looking to downsize near family. The three young couples have been priced out of single family property ownership in Ontario, so they decide to sell their respective one bedroom urban condos, while the older couple sells their large suburban house. They decide to pool their money together to purchase a small piece of undeveloped Residentially Zoned property in Tay Valley. They are able to get a SLCR rezoning in place and create a four unit Freehold Townhouse Condominium and develop the property with enough space to raise children as neighbours with grandparents nearby.



Photo Description: Small scale multi-unit housing (Credit: RDN)

# 2.9.5 Multifamily Cohousing Clusters

A group of 9 families in various stages of their lives are inspired by cohousing developments in urban areas of Canada and rural communities in Europe and want to set up a similar community in Tay Valley Township. While it is still a lengthy process, they are able to successfully form a coop and are approved for the financing to buy 3-1 hectare lots rezoned to CLCR. They are then able to develop the land with a shared amenity space for larger gatherings and small dwelling units. They use a combination of dwelling units, multiunit dwellings, accessory dwellings, and shared amenity houses based on each family's individual needs.

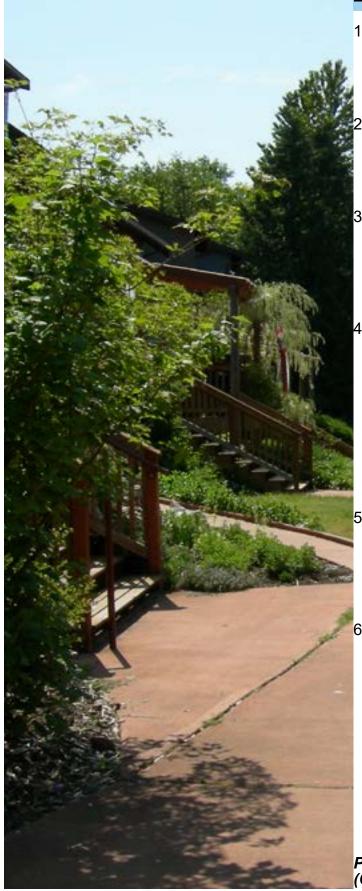
### 2.10 COHOUSING AND COVID-19

In March of 2020, the COVID-19 pandemic began to affect everyday Canadians and saw the closures of seniors homes, hospitals, community centres, businesses, and other public spaces. Due to the fact that risks related to COVID-19 disproportionately affect those who are over 50 years of age, have underlying medical conditions (such as: cardiovascular disease, high blood chronic diabetes, lung disease. chronic liver disease. pressure, cancer. immunocompromised) or who are severely obese, many seniors were left dealing with mental and physical health risks. In order to potentially mitigate the risks of the pandemic, public health officials recommended avoiding or reducing time in the 3 C's:35

- Crowded Spaces;
- Crowded Places; and
- Close Contact.

While vaccination and research efforts are steadily working towards stopping the spread of the COVID-19, there is still the possibility of a resurgence or the development of a new pandemic. While all facets of society have been affected, Ontario seniors in Long-Term Care and Retirement Homes dealt with especially high levels of illness and isolation. This has increased many older adults' desire to age-in-place in their individual homes and amongst their families for as long as possible. In rural communities with fewer housing and healthcare options, this can be more difficult than in urban spaces.

While it is not a single solution to the issues concerning rural seniors and housing/healthcare options, cohousing can pose a significant benefit for small communities. This is especially important during global health concerns where people may be dealing with isolation and physical distancing.

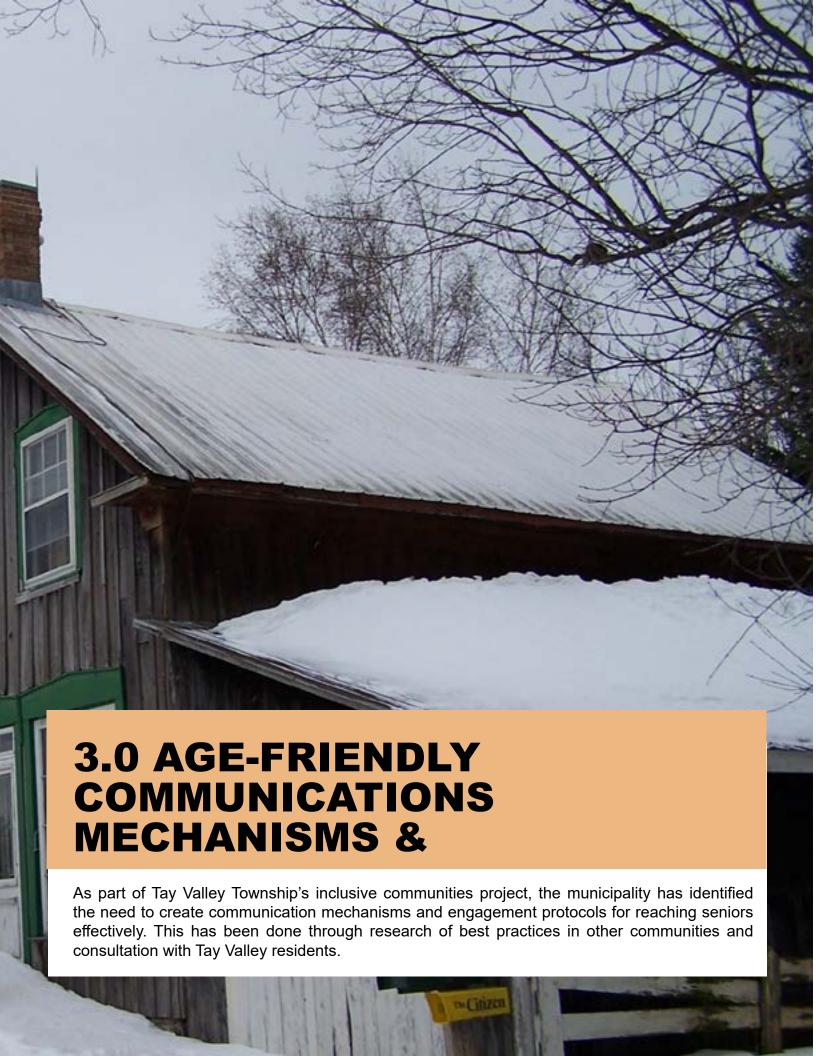


# 2.10.1 Benefits of Cohousing

- Allowing for multigenerational households let families to stay together while still maintaining independence for older adults through separate dwellings.
- Enabling younger generations, especially healthcare workers, to use cohousing as a way to move into rural areas that they would otherwise be unable to afford.
- Simplifying a process that allow for groups of like minded older adults to join together and create small or large scale cohousing ventures that create a sense of community and reduce isolation in rural areas.
- 4. Similarly, reducing cohousing barriers for a mix of older adults and younger families supports the creation of intergenerational selfled communities. These support networks can help reduce isolation for older adults and prevent them from feeling "cast aside", while giving younger adults and children the chance to learn from their experiences and knowledge.
- Small scale cohousing can help continue a sense of community during pandemics and localized communicable disease outbreaks. People can self-isolate while still having nearby support systems.
- Having a diversity of smaller private housing options such as cohousing for older adults in a community can allow residents to choose more appropriate living options and reduce pressures on larger government and nonprofit housing during communicable health events.

Photo Description: Duwamish Cohousing (Credit: Joe Mabel, 2007 GFDL)





### AGE FRIENDLY COMMUNICATIONS MECHANISMS

#### 3.1.1 What RDN has done

In the Fall of 2021, RDN reviewed Tay Valley Township's 2017 Age-Friendly Report and noted what was being done well and what needed improvement; looked at other communities' age-friendly action plans and best practices when it comes to communication mechanisms; attended Peterborough's Age-Friendly Housing and Navigation Study presentation<sup>36</sup> on their project with 211 and the United Way; and hosted a session with the Advisory Committee to review draft communication mechanisms.

Based on the research and feedback received, RDN created an online survey and held two online engagement sessions in the Spring of 2022 to further discuss Age Friendly Communication Mechanisms.

#### 3.1.2 Results

Based on community consultations with Tay Valley Township residents and community groups, RDN found that:

- Older residents use a diverse mix of social media, physical media, newsletters, and personal
  connections to stay informed about their community.
- Many people also felt concerned that the Township may decide to rely exclusively on social media or less accessible means to communicate to their communities. The reasons for concern range from personal preference, to privacy concerns.



- Plain and consistent language was preferred.
- In person engagements are preferred by many older people, although online communications are also important during community and personal health concerns.
- More consultations and two way feedback was important. Many older residents are wanting to remain engaged with the community.

Highlights from RDN's research of other communities included:

- There is an opportunity to run a similar project to Peterborough to bulk up the information 211
  has and create a Seniors' Services Directory accessible by phone and website. Opportunity to
  build out a project plan similar to Peterborough to bolster 211 information.
- Salt Spring Island in British Columbia has a community specific website- Salt Spring Exchange<sup>38</sup> that offers residents connection, post ads, events, news, obituaries, and buy and sell. This is a possible communications mechanism for Tay Valley that residents might be interested in.
- A review of communication channels such as Tay Valley Township's website and News Blast, Newspapers (Perth Courier, Lanark Era, Westport Review, Frontenac News), Radio-Lake 88, lake associations, churches, and community hall show that the Township could have a list of these contacts that is easily accessible when information needs to be shared.
- There are Public Health Communication Guides that contained checklists on ensuring communication mechanisms are age-friendly. These can be used as is or customized to the Township.



Photo Description: Seniors Talking (Credit: Landmark Senior Living, 2018)

#### 3.1.2 Recommendations

Based on community responses and best practices found elsewhere. Tay Valley Township should focus on three main mechanisms to facilitate communication to seniors and from seniors with the municipality, community groups and within hamlets.

#### 1. Promote Communication Options

Currently, there are residents who may not be familiar with information sources from Tay Valley Township, as well as larger organizations such as Ontario 211. This can create barriers for older residents, especially those who may not have close community connections or limited technology skills. In order to ensure a wide array of older adults are able to find out about community events, the following communication promotions can be explored:

- Tay Valley Township can promote and send out semi-permanent resource lists for all residents, with a highlight on services for seniors. This may be in the form of large print refrigerator magnet directories that emphasize Ontario 211, Tay Valley Township contact information, and online resource guides.
- An annual seniors directory should also continue to be physically mailed out to ensure that residents have the option for a physical copy of information.
- The Township website should also have a seniors directory with listings of relevant services and recreation easily accessed from the front page.
- The Tay Valley Township website eNews updates should be heavily promoted on social media and other avenues.
- Tay Valley needs to work closely with Ontario 211 to ensure all information is up to date and relevant for the local area.
- Promote and create a regular newsletter focused on seniors. This can include upcoming
  events in the Township, allow for subscribers to submit their own events, and integrate
  information from the eNews updates on the website. This can be an online newsletter or
  a physical mail-out if financially feasible.

#### 2. Utilize Communications Checklists

For Tay Valley communications, two checklists can be made to ensure that information is properly disseminated. This can be done by using a standardized checklist of identified information hubs and media sources, with a single communications representative ensuring that they are all utilized. See Appendix for Communication Checklists based on Tay Valley Township's current communication environment.

#### 3. Ensure Communications are Relevant and Readable

Integrate Federally recommended Age Friendly and "Plain Language" communications checklists to ensure that information remains accessible and readable. While not all checkmarks may be relevant, they can provide guidance for ensuring effective communications. The checklists in Appendix A have been adapted from the Public Health Agency of Canada's 2010 "Age Friendly Communications" publication<sup>37</sup>.

### 3.1.3 Expectations

Feedback from the community shows that older adults in Tay Valley Township are wanting to be engaged through a variety of methods. By utilizing standardized communication methods, retaining both digital and physical media sources, and ensuring messages are relayed clearly, Tay Valley Township can maintain and improve its communication mechanisms with residents.

# 3.2 AGE-FRIENDLY ENGAGEMENT PROTOCOLS

#### 3.2.1 What RDN has done

In the Fall of 2021, RDN reviewed Tay Valley's 2017 Age-Friendly Report and noted what was being done well and what needed improvement. It also reviewed other communities' age-friendly action plans and best practices when it comes to engagement protocols and met with the Eastern Ontario Age-Friendly Network Coordinator to discuss the project and for additional resources. Members of the Advisory Committee were sent the draft engagement protocols and made comments on the document. Based on the research and feedback received, RDN developed an online survey and held two online public engagement sessions to further discuss Age Friendly Engagement Protocols in the Spring of 2022.

#### 3.2.2 Results

We found that older adults are still very interested in being involved in Tay Valley Township. However, there can be issues in ensuring that they are properly engaged with. By using a 5 pronged protocol approach, Tay Valley should be able to increase engagement and ensure older voices in the community are properly heard.



Photo Description: Older women laughing (Credit: Colin Gray 2011)

#### 3.2.3 Recommendations

#### 1. Ensure that senior accessible activities remain available and relevant

At the time, the 2017 Tay Valley Ager friendly report stated that there are social groups and volunteer activities in the community throughout the year. While the Covid 19 Pandemic has disrupted or canceled many of these activities, there has been an increased desire to resume such communal events. This may include virtual groups or in person gatherings. Tay Valley can continue to ensure that community events and engagement activities continue through municipally lead events, partnerships with local community groups and businesses, and Lanark County.

# 2. Ensure that seniors are communicated with through accessible and relevant methods Work with previously identified communication mechanisms to ensure that older adults are able to find out about community and civic engagements and fully participate in them.

#### 3. Ensure that community and civic engagements are physically accessible

- 1. Physical accessibility in both the private and public sphere is important for seniors for community and civic engagements.
- 2. Events should be held in accessible buildings. Township facilities have been identified as being accessible according to the Ontario Disabilities Act. However, private spaces and outdoor areas that are used for public events may have accessibility issues and should be identified and remedied if possible.
- 3. Promote private homeowner accessibility grants such as the Lanark Renovates, March of Dimes Canada: Home & Vehicle Modification Program, and continually monitor for new opportunities as they occur for seniors with disabilities that restrict their community access. As the senior population grows, it is important that they are made aware of relevant resources that can assist them with their homes.
- 4. Evaluate Transportation Canada Active Transportation fund grants to determine if there are applicable projects in Tay Valley for active transportation opportunities, such as pathways, bike lanes, multi-use trails and widened sidewalks. These can assist in the creation of non-automobile and physically active transportation options for older adults, as well as better connect strategic areas to tourism opportunities. If possible, apply for the next round (tentatively to start in 2023)
- 5. Work with Lanark County to promote Lanark Transportation as an option for older residents.
- 6. Evaluate Transportation Canada's Rural Transit Solutions Fund grants to determine if it is relevant funding for Tay Valley Township. The fund is meant to create a range of projects, from on-demand services, to publicly-owned, ride shares, and volunteer community car-pooling, for rural communities and eligible organizations across Canada. If possible, apply for the next round (tentatively to start in 2023)

- 7. If funding is available, look at developing programs similar to Ottawa's Para Transpo program, which is a door to door transportation service between rural and urban destinations in the city, and has a taxi coupon program for registered customers. The city also has a weekly shopper route for rural communities to urban shopping destinations.
- 8. Examine the viability of a taxi reimbursement program for older adults with disabilities based on programs in place in Okotoks Alberta and Barrie Ontario.

#### 4. Ensure that senior engagement opportunities are accommodating to their needs

Tay Valley should ensure all public engagement opportunities follow the Seniors Engagement Toolkit (see index), based on the City of New Westminster's Seniors Engagement Toolkit. This is a straightforward checklist for in person and written engagements that works to accommodate older adults needs that has broad usage. A fully detailed checklist can be found in the Appendix.

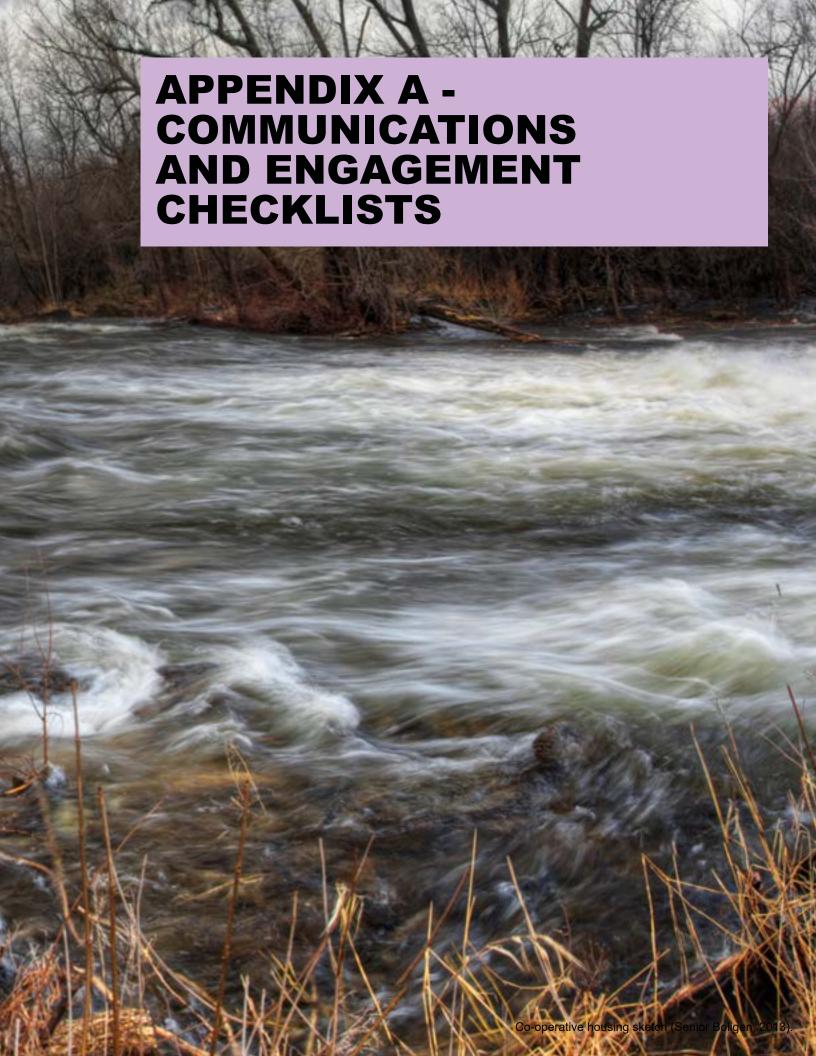
#### 5. Ensure that senior engagement opportunities are constantly evaluated

Tay Valley should also provide residents with an annual survey and engagement events to determine what events are desired in the community. This can be done with Online engagement sessions and surveys published on social media and mail outs. Responses should be kept for posterity and reviewed regularly in order to look for improvements. A fully detailed checklist can be found in the Appendix.

### 3.2.4 Expectations

Accessibility remains an issue for many older adults in Tay Valley Township, in particular due to transportation issues. By working with other levels of government, the Township may be able to get funding for small scale public transportation services for rural residents. Tay Valley Township can also utilize engagement protocol checklists to ensure that seniors are fully able to participate with in person and online engagement opportunities.





# **A.1 Information Dissemination Checklist**

Ensure a mix of physical and electronic information sources

☐ Facebook
☐ Tay Valley Township Website
☐ Inside Ottawa Valley Website (via Metroland East Media)
☐ Local Newspapers-Perth Courier (via Metroland East Media)
☐ Lake 88 Radio Station
☐ Tay Valley Township eNews
☐ Local civic and community leader newsletters, (such as those from the Township Reeve and
or Councillors)
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Identified local community groups
☐ Mail Outs
☐ Other Social Media sites
Tay VAlley Guide

# **A.2 Age Friendly Communications Checklist**

Adapted from the Public Health Agency of Canada's "Age Friendly Communications"

a.	Plain Language
	Use familiar words and a conversational, personal tone.
	Proceed logically, with the most important ideas first, with good links from one paragraph to the next.
	Use action verbs and active construction, not passive.
	Favour short words and short sentences.
	Use short paragraphs.
	Use concrete examples to illustrate ideas or concepts.
	Present ideas with illustrations or diagrams if it makes them easier to understand. Highlight main ideas and important information with headings, point form and bold face type.
b.	Website
Ту	peface
	Use a sans serif typeface for body text, such as Helvetica, that is not condensed.
	Double space body text.
	Use 12- or 14-point type for body text, medium or bold weight.
	Present body text in upper and lower case—save all capitals and italics for headings. Reserve
	underlining for links only.
	Left-justify body text to make it easier to read.
	Use dark type or graphics against a light background to ensure contrast between text and
	background.
	Avoid patterned backgrounds.
	Ensure that text and graphics are understandable when viewed on a black-and white monitor.
	Avoid using yellow and green in close proximity—some older adults have difficulty telling these colours apart.
	Ensure website can be easily read on both a smartphone and tablet.

# **A.2 Age Friendly Communications Checklist**

Adapted from the Public Health Agency of Canada's "Age Friendly Communications"

Writing Style
☐ Present information in a clear, simple and familiar way.
☐ Use positive statements wherever possible.
☐ Provide an online glossary of technical terms.
☐ Use the active voice.
Organize text in a standard and familiar format.
Other Media
☐ Break long documents into shorter sections/pages.
☐ Use illustrations and photographs that relate to or support the text.
☐ Audio, animation and video clips should be short to reduce download time on older computers.
☐ Provide text alternatives to all animation, audio or video segments.
Website
☐ Keep the organization of the site simple and straightforward.
$\hfill \square$ Use explicit step-by-step navigation procedures whenever possible to ensure that people
understand what follows next.
☐ Carefully label links.
☐ Use single mouse clicks (instead of double) to access information.
$\hfill \square$ Be consistent—use a standard page design and the same symbols and icons throughout the
site.
☐ Use the same set of navigation buttons in the same place on each page.
☐ Label each page in the same location with the name of the Website.
☐ If you use icons, support them with descriptive text.
☐ Make navigation buttons large enough that they do not require precise mouse movements for
activation.

# **A.2 Age Friendly Communications Checklist**

Adapted from the Public Health Agency of Canada's "Age Friendly Communications"

C.	Make Written Information Easier for Older Readers to Use and Retain
	Be direct and specific.
	Limit the number of key points.
	Offer a manageable number of action steps.
	Use an active voice.
	Support information with real examples and relatable stories.
	Use pictures to help illustrate information.
	Put your key points up front.
	Break lengthy documents into short sections or paragraphs.
	Repeat main points multiple times.
	Reinforce main points with questions.
	Avoid complex diagrams.
	Avoid jargon.

Age	Friend	lly O	pen F	łouses
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Book a venue with adequate space for expected number of participants to circulate
Greet participants upon arrival and consider providing a brief orientation.
Have a sign-in sheet and request optional phone number and mailing address.
Have staff and resource people wear nametags that are clearly visible.
Provide a clear starting point and number presentation boards if sequential.
Provide adequate spacing between boards (at least one board length).
Provide seating for participants to rest (every fourth or fifth board).
Ensure boards adhere to plain language principles.
Ensure boards are large enough to be viewed at a safe distance.
Ensure boards are placed at a height that is suitable for a person in a wheelchair.
Ensure boards are secure and do not pose a fall risk.
Limit the number of boards to no more than 15
Provide assistance to participants with visual and/or hearing impairments.
Provide refreshments in a central and visible location.
Provide tables if asking participants to complete a feedback or survey form.
Provide handouts of information on boards and related materials.
Ensure all handouts adhere to plain language principles.
Thank participants for attending the session.

Adapted from the City of New Westminster's Seniors Engagement Toolkit

Αg	Age Friendly PowerPoint Presentations		
	Create a profile of your target audience – i.e., culture, health status, literacy level, etc.		
	Consider testing the presentation with members of your target audience.		
	Ensure the issue or topic is relevant to your target audience – i.e., define key messages.		
	Ensure presentation is no longer than 20 minutes.		
	Ensure discussion time is equal to or greater than presentation time.		
	Limit the number of points on each slide to two or three.		
	Use a plain solid typeface, which is easy to read – e.g., Sans Serif fonts.		
	Use a large font size for text – i.e., minimum 18 point.		
	Use bullets for point form lists.		
	Use high contrast for colours.		
	Use left justified and right ragged margins (and be generous with margin space).		
	Avoid unfamiliar language – e.g., acronyms, jargon, technical terms, etc.		
	Incorporate culturally relevant graphics and photos.		
	Place graphics and photos as close as possible to related text.		
	Use photos of real people and scenarios.		
	Allow for information processing time between slides.		
	Limit the number of slides to no more than 15.		
	Provide handouts of slides and cited materials.		
	Ensure all handouts adhere to plain language principles.		
	Ensure all handouts use 13 or 14 point font.		
	Thank participants for attending the session.		
Otl	ner Considerations		
	Book a venue with adequate space for expected number of participants to circulate.		
	Book a microphone if more than 15 participants.		
	Consider providing clipboards or tables if participants are required to write.		
	Ensure screen is adequately sized and presentation is clearly visible from back of the room.		
	Secure and tape all electrical cords to avoid trip hazards.		

Test equipment to ensure it is functioning prior to the event

Age Friendly Focus Groups			
	Limit focus group size to between six and ten participants.		
	Ensure session is no longer than 60 minutes.		
	Arrange tables and chairs in a roughly circular form (no larger than it needs to be).		
	Introduce yourself and welcome participants.		
	Provide a brief overview of the topic without biasing the discussion.		
	Consider an icebreaker if participants do not know each other.		
	Consider name-plates or tags to assist with name recognition.		
	Consider using an ambient microphone placed in the centre of the table.		
	Consider using a flip chart as a visual record of the discussion.		
	Develop a set of six to eight open-ended questions to facilitate a 'naturalistic' discussion.		
	Develop probing questions in case certain topics do not come up naturally.		
	Move from general to more specific questions.		
	Ensure balanced engagement by participants.		
	Support quiet participants but do not directly solicit input.		
	Provide time for participants to organize their thoughts before responding to a question.		
	Pace the session and include regular check-ins about participants' comfort with pace.		
	Listen attentively and re-frame feedback if inaudible.		
	Acknowledge and mediate anger, conflict and/or fear.		
	Summarize key themes at the end of the session.		
	Thank participants for attending the session.		
Oth	ner Considerations		
	Provide healthy refreshments, including decaffeinated coffee and tea.		
	Place refreshments to the side.		
	Secure and tape all electrical cords to avoid trip hazards.		
	Start and end session on time.		

Adapted from the City of New Westminster's Seniors Engagement Toolkit

# **Age Friendly Questionnaires and Surveys**

	Establish the specific goals of the survey – i.e., what is being measured.
	Define target population – e.g., all seniors, immigrant seniors, older seniors, etc.
	Consider capacity of target population – e.g., health status, level of education, etc.
	Determine the method of surveying – e.g., drop-off, mail, telephone, web-based, etc.
	Ensure a non-web-based surveying option is available.
	Consider collaborating with senior-serving organizations to promote and distribute survey.
	Consider having survey available for pick-up at civic facilities and seniors residences.
	Start with a simple introduction and consider providing some general instructions.
	Ensure question sequencing is conversational – i.e., similar questions grouped together.
	Ensure question layout is consistent – i.e., all closed ended responses to the right of question.
	Ensure questions are brief and ask only one question at a time.
	Ensure questions do not have more than one possible meaning.
	Ensure questions use words and phrases that are simple, direct and familiar.
	Inform repsonders of confidentiality information and the purpose for which the data will be used.
	Ensure the first few questions are easy to answer, interesting and relevant.
	Ensure a balance of open and closed ended questions. The latter are beneficial for seniors with
cog	gnitive impairments or recall difficulties.
	Ensure personal or sensitive questions are introduced towards the end of the survey.
	Use a plain solid typeface which is easy to read – e.g., Sans Serif fonts.
	Use a large font size – i.e., minimum 13 point.
	Use left justified and right ragged margins (and be generous with margin space).
	Ensure survey adheres to plain language principles.
П	Pre-test survey with members of target population

Adapted from the City of New Westminster's Seniors Engagement Toolkit

# **Post Session Evaluation**

1.	What is your overall impression of the event or session?
	Very Good
	Good
	Average
	Poor
C	omments
2.	How did you hear about the event or session? (Check all that apply)
	Facebook
	Tay Valley Township Website
	Inside Ottawa Valley Website
	Local Newspapers
	Lake 88 Radio Station
	Tay Valley Township eNews
	Local civic and community leader newsletters, (such as those from the Township Reeve and/
	or Councillors)
	Identified physical locations where residents often visit (such as the Glen Tay Waste Site)
	Identified local community groups
	Mail Outs
	Other Social Media sites
	Tay Valley Guide

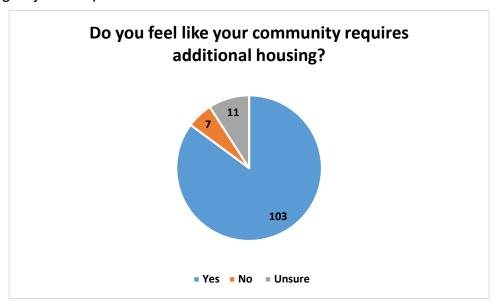
3. Were the promotional materials (check all that apply):
☐ Clear
☐ Inclusive
☐ Inviting
☐ Understandable
Comments
4. Is the venue (Check all that apply):
Accessible
☐ Comfortable
Convenient
☐ Safe
Comments
5. Is the timing of the event or session:
☐ Too Late
☐ Too Early
☐ Just Right
6. Is the length of the event or session:
☐ Too Long
☐ Too Short
☐ Just Right

7. Is the facilitator or presenter (Check all that apply):
☐ Engaging
☐ Knowledgeable
Respectful
Responsive
Comments
8. Are the consultation or engagement techniques (e.g., focus group, open house, etc. Check all that apply):
☐ Engaging
☐ Fun
☐ Inclusive
☐ Useful
Comments
9. Is the content (e.g., boards, handouts, presentation, etc., Check all that apply):
☐ Clear
☐ Interesting
Relevant
Understandable
Comments
40. Ave veev
10. Are you:
☐ Male
☐ Female
Other  Prefer not to say
1   1   G G    I UL U 3av

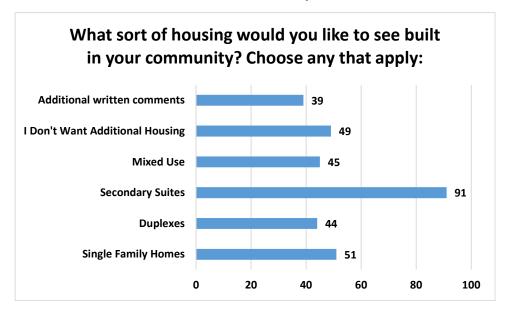
What is your age range?
☐ Under 18
☐ 18-25
☐ 25-34
☐ 35-44 or Under
□ 45-54
□ 55-64
☐ 65-74
☐ 75-84
☐ 85 or Older
☐ Prefer not to say
<ol> <li>What made the event or session senior-friendly?</li> <li>What, if anything, made the event or session senior-unfriendly?</li> </ol>
3. Do you have any suggestions to make the event or session more senior-friendly?

# **ONLINE SURVEY - 121 COMPLETED RESPONSES**

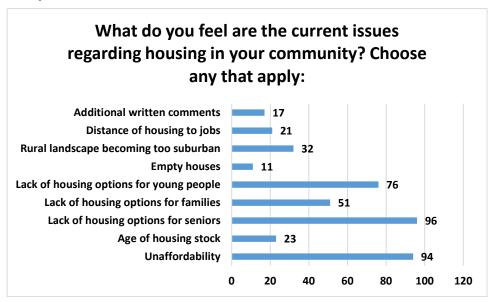
1. Do you feel like your community requires additional housing? 121 Responses, with a majority believing that there should be more housing in their community and a small minority not wanting any development.



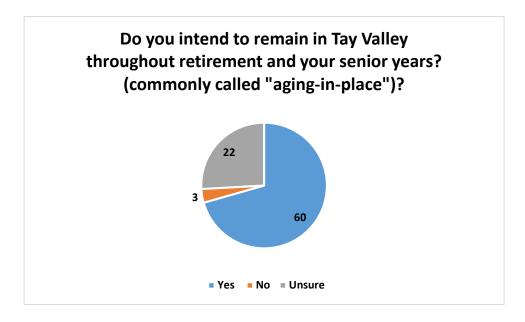
2. What sort of housing would you like to see built in your community? Choose any that apply: 119 Responses, with most survey takers choosing multiple options in their answers. Some of the additional comments include such options as tiny homes, 2-3 story low rise apartments, cohousing and co-ops with no specification about sizes, and environmentally sustainable houses with no mention of size or density.



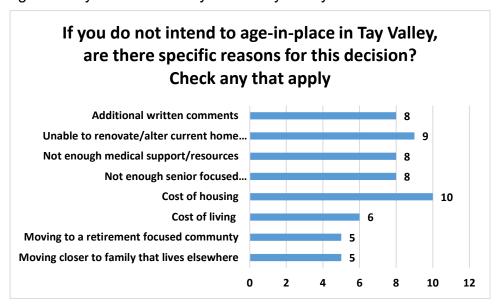
3. What do you feel are the current issues regarding housing in your community? Choose any that apply: 121 Responses, with most people choosing multiple options. Some additional comments included environmental concerns, overly large lots taking up farmland, and lack of housing diversity.



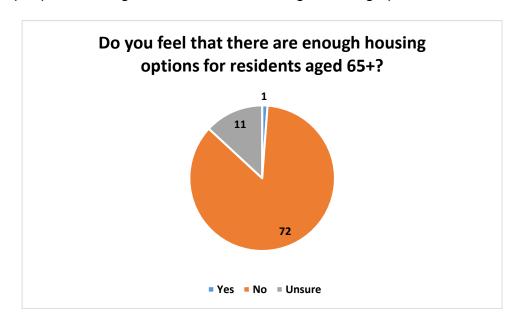
4. Do you intend to remain in Tay Valley throughout retirement and your senior years? (commonly called "aging-in-place")? 85 Responses, with most people wanting to remain in Tay Valley during their retirement and senior years.



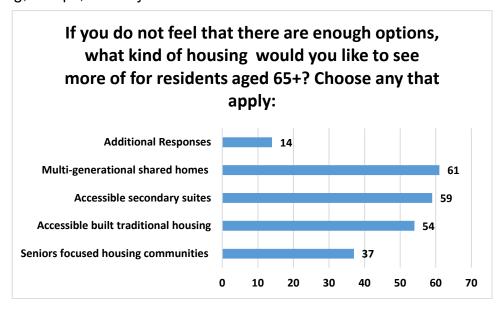
5. If you do not intend to age-in-place in Tay Valley, are there specific reasons for this decision? Check any that apply: 31 responses, with most people choosing multiple options. Some of the written comments for this question included not wanting to live alone as a senior, or mentioning that they do not currently live in Tay Valley.



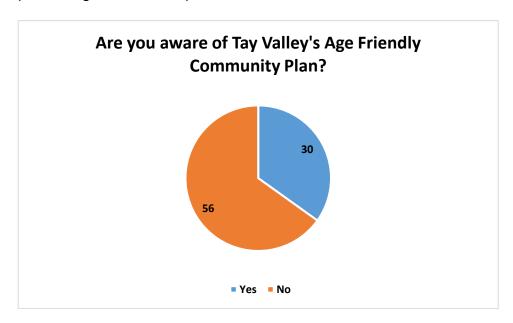
**6.** Do you feel that there are enough housing options for residents aged 65+? 84 responses, with most people believing that there are not enough housing options for older residents.



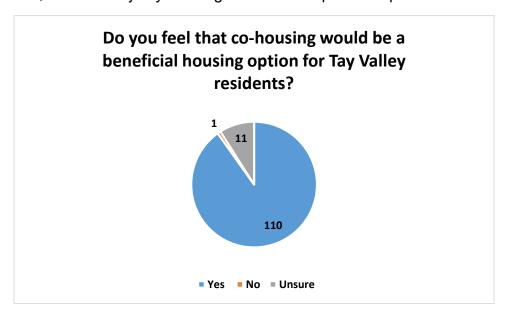
7. If you do not think there is enough seniors housing, what kind of housing options would you like to see more of for residents aged 65+? Choose any that apply: 80 responses, with most people choosing multiple options. Most of the additional comments were variations of cohousing, co-ops, and tiny homes.



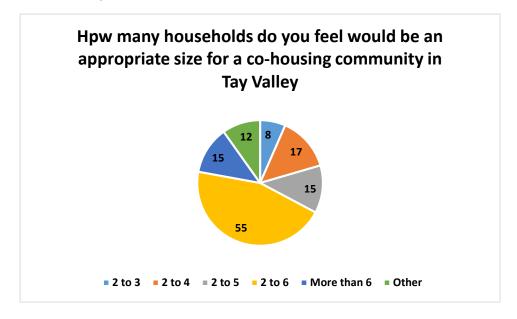
**8.** Are you aware of Tay Valley's Age Friendly Community Plan? 86 responses, with about a third of people having heard of the plan.



9. Do you feel that co-housing would be a beneficial housing option for Tay Valley residents? 122 responses, with the majority thinking it would be a positive option.



10. Co-housing involves multiple homes/units with shared spaces between them. This can mean several different houses within close proximity to each other. With that in mind, how many households do you feel would be an appropriate size for a co-housing community in Tay Valley? 122 responses, with two to six seeming to be a good amount for the largest amount. Most of the responses categorized as "Other" said that it would have to be very site and context specific.



Do you have any comments regarding the option of cohousing in the community that you would like to share? Responses may have been edited for clarity and to remove identifying information.

57 responses, with many of them very in depth with research and community opinions. Common themes in the comments include: affordability, ensuring that there can be rental options, the benefits of multi-generational housing, expressing benefits or concerns over the idea of cohousing, and concerns over how it can benefit seniors. Some responses have been edited for spelling and to remove identifying information.

- Cohousing is a wonderful idea but there must be a common vision for all residents first. Also, each resident/couple/family must have their own living accommodation including their own kitchen.
- Again, rental options need to be included.
- Great initiative to seek input from TVT current and future seniors and their families.
- It is very important, essential actually, that the initial inhabitants meet and bond before committing to become part of a cohousing community.
- I'm very supportive of this effort. I was interested in the Perth cohousing project until they decided to make it just for seniors (I have a few years to go). I think multi-age communities are more desirable then exclusive age-specific ones.
- The benefits of a multi generational cohousing community are plentiful. The older generation are able to pass on their many skills to the younger generation, there can be a division of labour in caring for the land and the gardens/animals if the community chooses to have them. The younger generation can assist with some of the more physically demanding jobs that may become more difficult for the older generation. Would allow people to age in place in a less isolated manner. Each person would have their own home/space and would share common areas. Also, if there is a pot of money contributed to by the group like in the housing cooperative model, it allows for better maintenance of each unit or bigger projects that would be difficult to afford for a single individual (like a year round greenhouse or a community kitchen).
- Cohousing can be useful but can also quickly turn to problems should there not be sufficient privacy. Essentially what you are proposing are "rooming houses". As seen in the GTA and Ottawa (and other urban areas of Canada), rooming houses are not always clean, safe or senior friendly. And, if you are proposing multi-generational family use, then a cohousing initiative should not be under the auspices of helping seniors as seniors would pass on within a short time frame and the housing would be then left for the "family" or sold. So, to say this is to help seniors is really a misdirection.
- Younger people would be needed in paid support positions.
- As someone who has lived in a range of cohousing my whole adult life, i would certainly encourage this healthy way of living.
- Build the community before the construction is completed. For cohousing to work, the residents must get along, and use consensus in making decisions affecting common living conditions.
- With housing across the county being in crisis, work with other municipalities to form creative solutions. Most notably the Lanark Highlands where there seems to be little (or nothing) done

to address the situation.

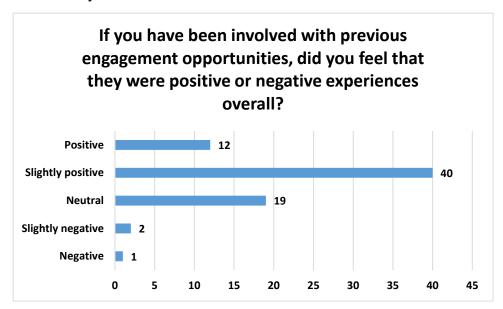
- Care given to environmental advantages of clusters of connected homes.
- Transportation accessibility would be very important.
- I am concerned about the lack of options and services that support 'end of life care' so that
  dying at home is a more accessible choice. In its current form, the LHIN is not meeting its
  mandate to avoid hospitalization.
- I am very interested in rural cohousing. But there would have to be accessible care support, transportation, cleaning, maintenance help, support workers.
- I have family who live in cohousing in Vermont and while it can be challenging when it comes
  to community decision-making, it is such a sustainable system of housing, use of common
  grounds, a community-oriented system that helps so many people and reduces duplication of
  resources (lawn mowers, snow removal, gardening etc.). It enhances connection and social
  engagement. It is a win-win on so many levels.
- I think a lot of us like our own land as it is now. Expanding our horizons to include cohousing needs community buy-in and individual buy-in.
- No, I don't think that I am interested personally.
- Let's not build city housing on rural properties. Let's come up with cohousing communities that compliment the landscape and rural living (we're here for the natural surroundings).
- Considering the increase in the cost of housing, it is important to find other models. Co housing is a great idea.
- Cluster of tiny homes with integrated gardens, outdoor kitchen/cooking, shared workshop spaces.
- It may works for some, but I think it will work for only a few.
- Targeted funding assistance for low income housing such as tiny homes, granny suites.
- They should be street-level, entry all on one floor and no basements. Absolutely NO STAIRS.
- Define in OP and Zoning Bylaw what is allowed, create a simple planning process to accomplish this. Offer developer incentives for such cost efficient developments up to 10 units per community.
- I would like to have the option of cohousing. I think it is necessary especially in terms of the
  unaffordability of land and housing. I also think it leads to healthier community because of
  making interdependence accessible.
- I was part of a cohousing initiative in Perth for nearly 5 years sadly, it did not come off mainly due to the difficulty in finding a building site suitably near the town.
- I have been attracted to the cohousing concept for decades. Brooke Valley, here in Tay Valley
  exemplifies what is for me, the ideal community nature of cohousing, although spread over a
  larger area. It differs though in its informal nature. Like-minded property owners looking out
  for one another without monthly administrative meetings. Lots of pot lucks though!
- Love the idea! Community gardens, supporting each other with activities, education, daily maintenance. That way everyone feels useful and can take part.

- We would love to see cohousing be designed with sustainability principles in mind: renewable energy, sustainable materials, good insulation, heat pumps, to be more energy efficient in the life of the buildings and more affordable for residents over time.
- I believe that this type of community would be best suited on very large pieces of property to allow for the continued feel of a rural community; not to allow a 2 acre lot with 5 units to be built directly adjacent to another 2 acre lot with 5 units.
- The opportunity to build a small community that would offer social support to residents has incredible potential for all along with providing housing.
- This would be an incredible step forward for Tay Valley.
- I recommend the following YouTube videos on Tiny House Communities: 1. Escalante Village A Tiny House Community (Durango, Colorado built by a former city councillor) 2. Aging in Place in Her Dream Tiny Home (a video by a resident if Escalante Village in which she shares her experience and her home) 3. Is This Coastal Tiny House Community The Ideal Lifestyle (TinyTranquility, Oregon) 4. Spacious Legal Tiny House Community Beautiful Coastal Village 5. He Started With nothing and built the largest tiny home Community ever (Randy Jones, Incredible Tiny Home Village, Tennessee) 6. Her Fabulous Shipping Container Home in a tiny house village (she talks about what it's like living in Randy Jones' Incredible Tiny Home Village in Tennessee). 230 People Living Communally: Tour of Ithaca EcoVillage (Flock Finger Lakes EcoVillage) 6. Tiny Home Community in North Carolina (Acony Bell Community video by the guys who started and built this tiny home community, with a tour of the community) This is the kind of caring, affordable, environmentally conscious communities I would like to see TVT become famous for and I would like to help bring this to reality.
- It would be nice to include a mix of different ages to avoid a seniors "ghetto". Cohousing
  would alleviate the sense of isolation that seniors can feel if they live alone. A group of us
  were looking at this option years ago, but at that time, zoning issues made it impossible to
  pursue.
- Cohousing for seniors may also require personal services- cooking, cleaning, maintenance, etc.
- I think this is a great idea. But some co housing communities (and eco-villages) have worked better than others. Central garden areas and pathways linking homes and lots of common areas seem to help. A mix of types of homes would seem to be a good idea. Diversity in choice. The book A Pattern Language is a good resource.
- A major impediment will be the size of well capacity and septic treatment needed for cohousing projects. How can this be addressed?
- I believe cohousing could provide excellent housing for elders and also for young people who
  are starting out. For families with children, child care is easier to arrange, driving distances
  are cut down or eliminated, and so many benefits accrue quite rapidly.
- Let's infill in current locations (e.g. Glen Tay, DeWitts Corners...) and also along waterways, rather that new development out in a field...
- Should be disability accessible, with communal spaces.
- I don't think a shared common indoor space should be a requirement, just sharing the land.

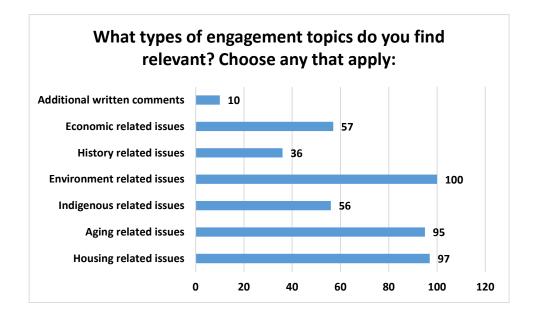
- Co housing promotes security for seniors with regards to being close to and developing relationships in a "could be lonely time of life" however I do not see the gains in affordable living for seniors as studies have shown there is no gain to affordability.
- Especially with the current COVID situation, facility based living seems to be really tough on many residents, especially those who need light support and assistance, but are somewhat capable, but are no longer able to do (or even see) the things that they love. Cohousing seems like it may provide options to allow a more involved and interactive aging process.
- Due to an aging population and seniors homes full to capacity it would be better to allow seniors to live close to children for easier attendance and maintain seniors in a comfortable surrounding, possibly reducing the burden of maintaining the seniors homes and perhaps providing a more secure medical lifestyle.
- Sounds great. I would also like to see more dog access parks, leash free dog parks, housing for people with pets
- I think Tay Valley should support a variety of options and models, depending on what groups
  of citizens might find suited to their needs, and how they might form a community, for example,
  building on or enhancing with additional services, supports a community that already might
  have a basis.
- Only that we need to move away from individual properties and towards sharing space, governance, equipment etc.- With a 'commons', and social support mandate
- After being involved in many co-operative arrangements over 5 decades here, all with the best of intentions, it's now clear that people are less fractious and more content living in single family dwellings.
- Building smaller cluster homes I see this working for multi-generational groups, people sharing a lifestyle, and as an important option for seniors who want to organize together. These would need to be owned by the person and would need to be something they could pass on to their children.
- The issue is ownership. Would they be subsidized?...Who would be responsible for the common areas and general upkeep? Tay Valley should not become landlord and or maintenance source which would require additional staff, and increased taxes to offset shortfalls.
- Check the cluster housing in Chelsea (QC) where a farm was bought, houses close to maintain green spaces and common areas (still walking distance to shoppes and cafes but not designed as elder housing)
- Age diversity is important in clusters as it creates community.
- In my experience, it's important to separate the major life-style benefits and concerns from the minor ones that people often get hung up on (e.g., age limits, pets allowed, etc).
- No Comment (x3)

#### **Community Engagement**

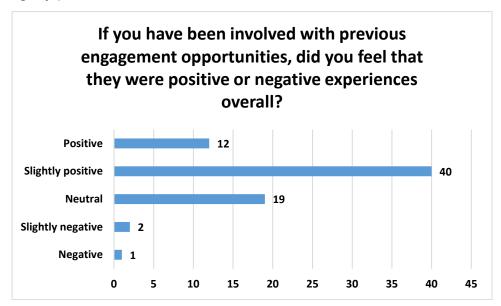
11. If you have been involved with previous engagement opportunities related to Tay Valley, what format have they been in? Choose any that apply: 105 responses, with most people choosing multiple options. The majority of the written comments were clarifications of specific engagements that they were involved with.



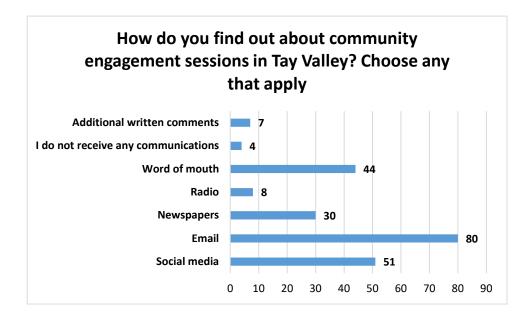
**12.What types of engagement topics do you find relevant? Choose any that apply:** 119 responses, with most people choosing multiple options. Most of the additional written comments were related to transportation issues or clarifying their interests.



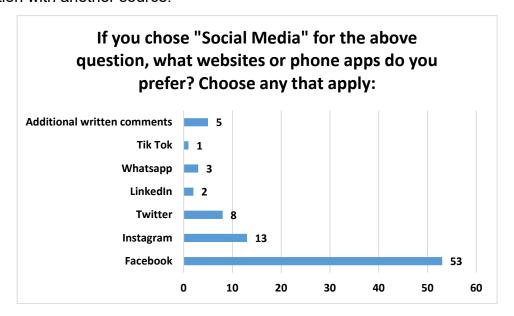
**13.If you have been involved with previous engagement opportunities, did you feel that they were positive or negative experiences overall?** 74 responses, with most people feeling neutral or slightly positive.



**14.** How do you find out about community engagement sessions in Tay Valley? Choose any that apply: 120 responses, with most people choosing multiple options. The majority of written comments mention Councillor Rob Rainer's weekly emailed newsletter.



15.If you chose "Social Media" for the above question, what websites or phone apps do you prefer? Choose any that apply: 60 responses, with most people choosing Facebook in combination with another source.



## Is there anything you would suggest to improve the community engagement experience in Tay Valley?

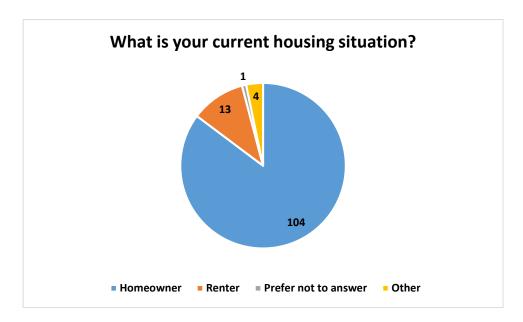
24 responses. Most of the community engagement recommendations are about including information with tax bills and other government mailers, privacy concerns, and ensuring open and available communications with councillors and other local officials.

- Open ended questions.
- Online newsletter would be helpful such as Councillor Rob Rainer's Sunday Report/ Zoom calls.
- This is a great start.
- Although all levels of government are turning to social media, there are many Canadians
  that feel privacy intrusion and being "tracked" by Google or Facebook is wrong. I should not
  have to create a Facebook account or an account for any of the other puerile apps to get
  information on what is happening in my community, province or country for that matter. My
  income and property taxes are paid for a minimal amount of services, and therefore, I expect
  to continue to access information without being tracked. Privacy is still an important aspect
  of being a Canadian.
- Much more communications from our elected officials such as Reeve, Deputy Reeve and Councilors. The shining example of Excellence in community engagement is the communications from Rob Rainer, who is not even my councillor! He does a stellar job of communicating about community issues affecting us All! Thanks and kudos to Rob for really walking the walk of community engagement!!!
- Appreciate the e-mailed councillor's report.
- Meet and greet your council and each other event every so often.

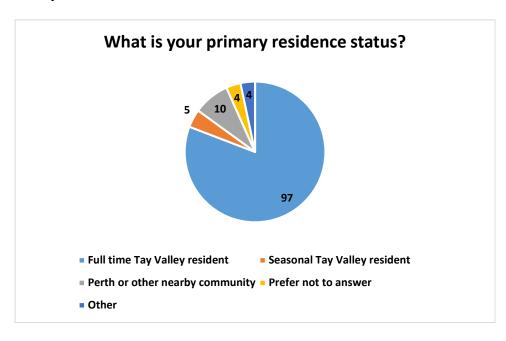
- Info with tax bills.
- I am shocked that you didn't ask for the age or age range of the responders. [Editor's note: That question was asked in the last section of the survey]
- The Courier was a good resource.
- Affordable is the key. Gas, groceries, housing. There isn't a leash free dog park in the centre
  of town or anywhere within driving distance besides Carleton place and it's a very small
  one. There should be more places that people can walk, hike, swim with their animals. No
  public beaches or docks. Very expensive area to live. Rent has doubled in the last few years,
  housing prices have tripled and it's difficult to find any housing options (other than buying)
  where you can have an animal.
- Public transportation.
- Maybe the community board at the dump could list upcoming meetings/ forums if not already
  done. A list of links to these surveys etc given out when paying in person taxes? Reminders
  in the mail, or sent out so those not able to use computers can take part, with free post.
- More proactive outreach to less communicative long term citizens... Hard copy mail, email, newspapers, use of tax notice envelopes...
- Its easy to get 'yes' or 'no'- not easy to get a reasoning behind it.
- Have more information sessions in person preferably or by internet alternatively (in person promotes community relationships as opposed to the no interaction of on line (a problem with on line learning as well).
- More people involved in getting surveys like this.
- Do not stop the traditional/older forms of disseminating information please.
- Councillor Rainer's weekly email list is a great place to start.
- Continued communication from our councillors.
- It needs to work better and be more inclusive but I'm not sure how to do that.
- No Comment. (x2)

#### **About You**

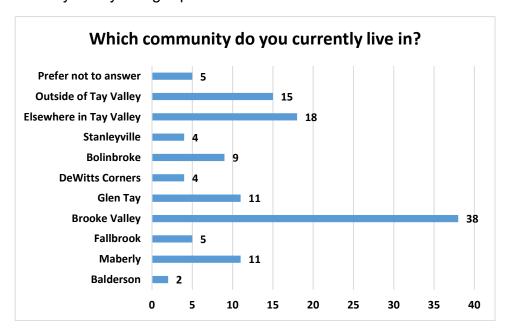
16. What is your current housing situation? 122 responses, with most people being homeowners.



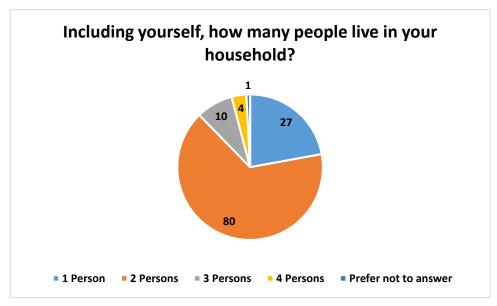
**17. What is your primary residence status?** 122 responses, with most people being in Tay Valley or located nearby.



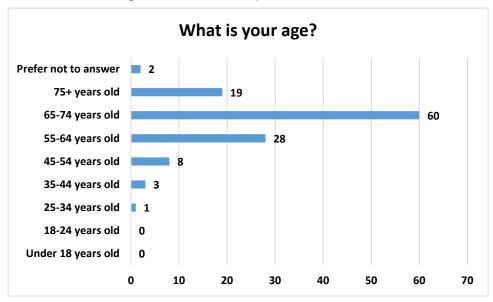
**18.Which community do you currently live in?** 122 responses, with a diverse number of communities in Tay Valley being represented.



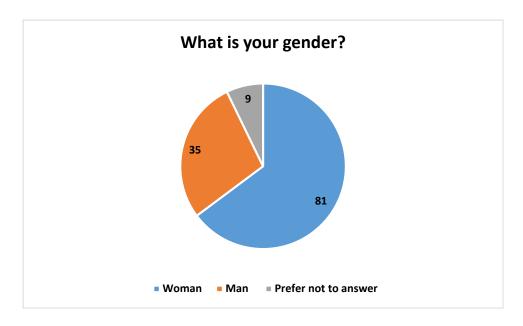
**19. Including yourself, how many people live in your household?** 122 responses, with most people being one or two people households.



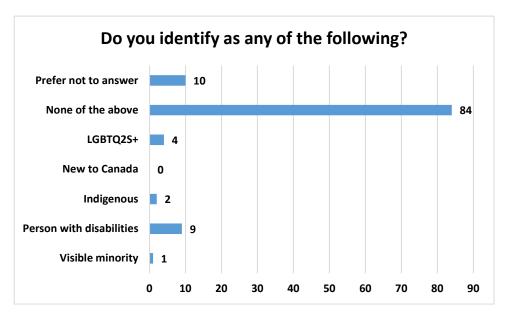
**20.What is your age?** 122 responses, with most people over the age of 55. Notably, there was only one person under the age of 34 in the responses.



**21. What is your gender?** 122 responses, with women being more involved than men.



## **22.** Do you identify as any of the following? 122 responses, with most people not identifying as any minorities listed.



## In order for us to improve our engagement in the future, we would appreciate any feedback you have about this survey.

39 responses to the survey feedback. Most were positive and critiques were mainly focused on allowing for more nuanced answers.

- Great start....Hope to see cohousing in my lifetime!
- · Very good survey encapsulating many different areas of concern and inclusivity
- It took about three pages into the survey to determine this was about cohousing although I
  chose to do the survey specifically for that reason. It would be good if the survey were clearer
  about intentions up front.
- The focus is on creating housing for seniors, which is absolutely necessary and good. You're already thinking outside of the box as far as cohousing opportunities and your acceptance of tiny homes, looking further into the cooperative housing style model may be helpful. I was on the Board of a housing Coop in Ottawa for several years and it was amazing. The benefits of multigenerational housing are enormous. It's really only been the last 60-70 years we've created this housing divide between the generations and I think that it was a mistake to do so. We are collectively missing out on the knowledge and skills that can be shared. I've been looking into how to start a tiny home community with around 4 other households with Tay Valley as our dream. There's one family who has young children and knowledge of farming and he is a builder and a fixer. She is excellent at writing grants. Another family are in their 70's. He's an artist and she was a teacher for many years. Their children are grown and they love the idea of spending time with the children. Another woman is in her 70's and lives alone. She is an avid gardener but it's getting harder for her to work the soil. She is an excellent teacher as well with many skills to pass along to the younger generation who can learn from her years of gardening and many other experiences. Alone we wouldn't have the skills, the time, the energy or the money to take on many of the projects but as a group we could divide

the labour and skills. It would take a good model and very specific agreements for how the land is cared for and the responsibilities of each unit, but those models have already been worked through in many ways by the housing coops. Sorry for the book! Thanks for listening and putting this survey out to your population.

- The survey is supposed to assist TVT Council and Staff with planning for future development for the residents. However, it didn't give much opportunity to question why adult lifestyle communities aren't mentioned. You provided 5 examples of cohousing initiatives but there are many other formats available. What TVT fails to notice is that given the large percentage of seniors living in the area, most are still living here and have not moved to urban areas for a reason. This kind of initiative needs more investigation and clear feedback from the communities that have implemented cohousing initiatives. What have been the issues that have arisen? How have they been solved? What is the general feeling of the residents after living in a cohousing unit? Are they satisfied or not? What kind of legislation is required for cohousing? How are disputes settled? What about the tax rate? How does it get applied to multi-use housing?
- Good survey.
- Although I do not live in Tay Valley, I do volunteer at the Re-use Centre there, have several
  friends living in TVT, and follow events and some of the policies happening there. Cohousing
  might be an incentive to move to Tay Valley if being able to access stores, banks, the library
  were somehow possible, and the cohousing community were a convivial one.
- Excellent survey. Cohousing community(ies) in Tay Valley should also consider ease of access to the town-based services and resources. There should be regular transportation to and within Perth (ideally using EVs). Residents should also be encouraged to share transportation and maintenance tools/equipment. Online grocery shopping encouraged. As I recall from living in Tay Valley there was discussion of how to attract more residents. We know that city-based people/families are being attracted to rural areas to live where distance working is possible. Internet services must be of the highest caliber. I believe the possibility of multigenerational housing communities clustered in smaller groupings of a size that enables individual community management and cooperation would be successful in attracting new residents. I think the ideal cohousing independent building is most efficient at around 15 to 20 units. The ideal human community is often thought to be 150. Beyond that, communication and effective community interdependence begin to suffer. Access to Perth schools should be encouraged. While individual clusters could be managed independently there could be connections between clusters to share daycare, eldercare, etc. Net zero must be the goal of any such communities with maximum use made of growing number of energy choices e.g., solar, geothermal, etc. Start with a realistic size of about 150 intergenerational residents (emphasis on elderly with a percentage for families with children), ensure all services are in place. It would be interesting for Tay Valley to set this up as a non-profit organization (for the elderly and income limited) with rental units available at a cost equivalent to the maximum cost of maintenance and reserve fund contribution. If necessary to repay a start-up grant to Tay Valley there could be an amount included in the rent to repay over a long amortization period. Ideally a grant would include a forgivable amount to initiate a reserve fund. This would permit older people with property to use their capital for rent rather than into buy a condo type of facility where after using their capital to buy in ,condo fees might be unaffordable. There must be consideration given to a percentage of affordable units.
- Clear and concise; a good survey.

- I appreciate receiving the information and opportunity.
- Good.
- I think this is great possibly giving new options for housing that is community based.
- OK.
- Very clear and precise. Good job!
- My comment about failure to ask my age was premature.
- Appreciate this remaining in the public domain.
- I have been applicant as co-houser in Perthworks which did not succeed.
- I enjoyed completing the survey. Can't think of anything to change at this point.
- It was great. Thank you! I hope co housing communities come here soon!
- Would appreciate a bit more space for ideas and suggestions
- What is an 'engagement session' or 'engagement opportunity'? Please when using terminology like this, define it or put it in plain language.
- The issue of affordable housing options for all Canadian's is an important one. Our governments
  need to stop allowing the Canadian housing market to be used as an investment vehicle for
  foreign interests. There should be a size limit for those building a seasonal/secondary property.
  We also need to address affordability and alternative housing for younger age groups.
- Inspiring, innovative and imaginative options being proposed
- I think that until people see cohousing in action, it is premature to ask how many households
  they would like to see in a cohousing community unless you are specifically asking how many
  they THINK they would like to live with IF they were moving into such a community. Most
  people have no idea what one is like, because they are still quite rare.
- Send out to the entire email list, put notice in paper.
- Well done Tay Valley. Wish this had been started 20 years ago.
- Too long.
- While overall it was straightforward and clear, it did not provide enough opportunity to identify
  specific perceived future barriers to aging in place. I gave this input in "other" comments but
  it's a significant enough barrier to warrant up front recognition transportation if unable to
  drive.
- Well done.
- Adequate.
- I am grateful that these topics are coming up. Thank you.
- The questions were clear and 'Other' invited the possibility of additional answers/ideas. No glitches when typing. Kudos to the tech designers.
- Surveys are important to gauge taxpayers thoughts on community issues. Good to have this
  forum.
- None.

- Nothing about timing or costs or transportation plans...
- Its pretty good.
- Would like to see more surveys on life in TVT
- Too long.

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### **Cohousing Community Resources**

#### **Canadian Cohousing Network**

www.cohousing.ca

#### **The Cohousing Association of the United States**

www.cohousing.org

#### **Cohousing Research Centre**

www.cohousingresearchnetwork.org

#### **SHI Paths for Housing Co-ops Guide**

www.housingredefined.ca/paths-for-housing-co-ops

#### **RDN Step-by-Step Guide to Developing Affordable Housing**

www.ruraldevelopment.ca/publications/affordable-housing-coh

## The Senior Cohousing Handbook: A Community Approach to Independent Living

**Charles Durrett** 

#### **Creating Cohousing: Building Sustainable Communities**

**Charles Durrett** 

#### Living Together: Cohousing Ideas and Realities Around the World

Dick Urban Vestbro

## CoHousing Cultures: Handbook for Self-Organized, Community-Oriented and Sustainable Housing

By Michael La Fond

### Creating a Life Together: Practical Tools to Grow Ecovillages and Intentional Communities

by Diana Leafe Christian

#### The Cohousing Handbook: Building a Place for Community

By Chris Scott Hanson & Kelly Scott Hanson

#### **Cohousing: A Contemporary Approach to Housing Ourselves**

By Kathryn McCamant, Charles Durrett, and Ellen Hertzman

# YouTube Recommendations from a Tay Valley Township Survey Respondent

- 1. Escalante Village A Tiny House Community (Durango, Colorado)
- 2. Aging in Place in Her Dream Tiny Home (a video by a resident of Escalante Village)
- 3. Is This Coastal Tiny House Community The Ideal Lifestyle (TinyTranquility, Oregon)
- 4. Spacious Legal Tiny House Community (Beautiful Coastal Village)
- 5. He Started With nothing and built the largest tiny home Community ever (Randy Jones, Incredible Tiny Home Village, Tennessee)
- 6. Her Fabulous Shipping Container Home in a tiny house village (Randy Jones, Incredible Tiny Home Village in Tennessee).
- 7. 230 People Living Communally: Tour of Ithaca EcoVillage (Flock Finger Lakes EcoVillage)
- 8. Tiny Home Community in North Carolina (Acony Bell Community video by the guys who started and built this tiny home community, with a tour of the community)

Resources are listed for information purposes only and do not imply endorsements.

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