

# Town of Deep River

## Meeting Minutes

03/26/2015 – Housing Advisory Committee Meeting – Deep River Town Hall - 3:30 p.m.

### Present:

Mayor Joan Lougheed (first ½ hour)  
Councillor Ronald Desrochers  
Councillor Robert McLaren  
Member Lesley Barry  
Member Elizabeth Ell  
Member Uditha Senaratne  
Member Michael Stephens

### Regrets:

Member Monica Mulvihill (observer via Skype)

#### 1. CALL TO ORDER

Lesley Barry called the meeting to order at 3:35 PM.

#### 2. WELCOME AND INTRODUCTIONS

Lesley Barry welcomed everyone to the second meeting of the Committee, and invited each person to describe their background, interest and experience in housing matters, and what skills they could contribute to the work of the Committee.

#### 3. ADOPTION OF THE AGENDA

Resolution No: 2015 HAC 03

**Moved By:** Lesley Barry

**Seconded By:** Elizabeth Ells

**BE IT RESOLVED THAT** the proposed Housing Advisory Committee Meeting Agenda of March 26, 2015 be adopted as tabled. [See Attachment]

**CARRIED.**

#### 4. DISCLOSURE OF PECUNIARY INTEREST

Participants were asked to disclose any pecuniary interest they had that might be incompatible with their participation in the work of the Committee. No such potentially conflicting pecuniary interests were raised.

#### 5. ELECTION OF CHAIR, VICE-CHAIR & RECORDING SECRETARY

Following the first meeting Councilor Ronald Desrochers had invited members of the Committee to indicate if they would like to be considered for the positions of Committee Chair, Vice-Chair, or Recording Secretary. Monica Mulvihill had indicated interest in becoming the Chair. Lesley Barry had volunteered to act as Vice-Chairman. Michael Stephens had volunteered to act as Recording Secretary. There being no other expressions of interest in taking on these roles, Monica Mulvihill, Lesley Barry, and Michael Stephens were acclaimed as the Committee Chair, Vice-Chair and Recording Secretary, respectively.

## **6. APPROVAL OF MINUTES**

Draft minutes from the March 12 meeting had been circulated to Committee members before the meeting. A revised version incorporating comments received was then circulated electronically and tabled at this meeting.

Resolution No: 2015 HAC 04

**Moved By:** Ronald Desrochers

**Seconded By:** Robert McLaren

**BE IT RESOLVED THAT** the draft minutes of the Housing Advisory Committee Meeting of March 12, 2015 be approved as tabled and posted on the town website.

**CARRIED.**

## **7. BUSINESS ARISING FROM THE MINUTES AND STATUS OF ACTIONS**

It had been noted at the first meeting that a DVD promoting the town had recently been produced, but the whereabouts of copies of copies is currently unknown.

### **STATUS OF ACTIONS**

- a. **Ronald Desrochers** to contact the absent Committee members by email to invite expressions of interest in the Chair, Vice-Chair and Recording Secretary positions. **COMPLETE.**
- b. **Robert McLaren** to circulate electronically to all Committee members the results from the housing survey of two years ago, and the current approved version of the Town's Strategic Plan. **COMPLETE.** Councillor McLaren had sent the results from the previous housing survey to Lesley Barry. The results are of limited use to this Committee. Work on the first draft of a strategic plan for the town is now under way.
- c. **Robert McLaren** to obtain for the next meeting a map of the municipality showing what land is owned by the Town. **ONGOING.**

- d. **Ronald Desrochers** to discuss with Ric McGee appropriate means for the Committee to communicate with the public about the Committee's activities. **ONGOING.** Committee members suggested a variety of potential communication methods, e.g., posting minutes of Committee meetings on the town website, putting articles in the North Renfrew Times on major developments in the Committee's work and proposals, and posting information on municipal notice boards. It was suggested that posting minutes of Committee meetings on the town website should suffice until the work of the Committee was further advanced.
- e. **Lesley Barry** to research potential questions to include in a housing survey. **COMPLETE.** The draft questions would be reviewed later in the meeting.
- f. **Michael Stephens** to review current MLS listings of housing for sale in the municipality to obtain a snapshot of the currently available housing options. **COMPLETE.** Internet websites had Multiple Listing Service postings for just under 100 residential properties currently for sale in Deep River, mostly homes. Committee members discussed further questions about the current state of the housing market that might assist the Committee's work:
  - How many people are investigating purchasing housing, and at what price levels
  - Houses that has been on the market for an extended period, and the associated reasons
  - Asking versus selling prices
  - Housing market activity near Deep River

## **8. REVIEW OF DRAFT HOUSING NEEDS ASSESSMENT SURVEY**

The bulk of the meeting was devoted to reviewing in detail the draft housing survey questions that had been prepared by Lesley Barry. When discussing including "co-housing" as a housing option for seniors, Lesley Barry distributed a one-page information sheet on the Abbeyfield Houses Society of Canada.

## **9. OVERVIEW OF SURVEY ADMINISTRATION AND TIMELINE**

Most of the meeting was devoted to the content of the proposed survey and this item was not discussed due to lack of time.

## **10. REVIEW OF MEETING'S DECISIONS AND ACTIONS**

In addition to the two ongoing actions listed under agenda item 7, commitments were made to complete the following new actions:

- a. **Uditha Senaratne** to search for his copy of the town promotional DVD
- b. **Robert McLaren** to invite Realtor Kevin Hickey to speak to the next meeting of the Committee on the current housing situation

- c. **Lesley Barry** to revise the housing survey questions and circulate to the Committee before the next meeting
- d. **Elizabeth Ells** to speak to Andy McKee on reasons people have given for moving out of town in the last five years
- e. **Monica Mulvihill** to draft an email to be circulated through the Seniors Friendship Club, and an article for the North Renfrew Times inviting feedback on the reasons given by people who have left town in the last five years

**11. NEXT MEETING**

The next meeting of the Committee was scheduled to take place at the Town Hall on Thursday, April 9 at 3:30 PM.

**12. ADJOURNMENT**

Resolution No: 2015 HAC 05

**Moved By:** Elizabeth Ells

**Seconded By:** Michael Stephens

**BE IT RESOLVED THAT** the Housing Advisory Committee hereby adjourns the meeting at 6:00 PM. **CARRIED.**

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**Lesley Barry, Vice- Chair**

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**Michael Stephens, Recording Secretary**

**Attachment**

**Housing Advisory Committee, Town of Deep River**

**Meeting Agenda**

**Thursday, March 26, 3:30 pm at Deep River Town Hall**

1. Call to order
2. Welcome and Introductions
3. Adoption of the agenda
4. Disclosure of pecuniary interest
5. Election of Chair, Vice-Chair and Recording Secretary
6. Approval of minutes
7. Business arising from the minutes and status of actions
8. Review of draft Housing Needs Assessment Survey
9. Overview of survey administration and timeline
10. Review of meeting's decisions and actions
11. Next meeting
12. Adjournment