

# Town of Deep River

## Meeting Minutes

May 21, 2015 – Housing Advisory Committee Meeting – Deep River Town Hall - 9:30 a.m.

### Present:

Councillor	Robert McLaren
Chair	Monica Mulvihill
Vice-Chair	Lesley Barry
Recording Secretary	Michael Stephens
Member	Elizabeth Ells
Guest	Kim Rodgers, Administrator, North Renfrew Long-Term Care Services (last half-hour)
Guest	Jon Kiteley, Rotary Club of North Renfrew (first half-hour)

### Regrets:

Mayor	Joan Lougheed
Councillor	Ronald Desrochers

### 1. CALL TO ORDER

Chair Monica Mulvihill called the meeting to order at 9:30 a.m..

### 2. ADOPTION OF AGENDA

**Moved By:** Robert McLaren

**Seconded By:** Lesley Barry

**BE IT RESOLVED THAT** the proposed Housing Advisory Committee Meeting Agenda of May 21, 2015 be adopted as tabled.

**CARRIED.**

### 3. 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.

### 4. PRESENTATION – JON KITELEY – ROTARY CLUB RE: 2012 SURVEY

Jon Kiteley made a brief presentation on the conduct of and results from the 2012 survey of seniors housing demand, and answered Committee members' questions. Monica Mulvihill thanked Mr. Kiteley on behalf of the Committee, noting that the lessons learned from the 2012 survey would be useful to the Committee in effectively conducting its own upcoming survey.

### 5. APPROVAL OF THE MINUTES OF THE May 7, 2015 MEETING

Draft minutes from the May 7 meeting had been circulated to Committee members before the meeting. Michael Stephens tabled a revised version that incorporated the comments received from Monica Mulvihill and Lesley Barry.

**Moved By:** Michael Stephens

**Seconded By:** Bob McLaren

**BE IT RESOLVED THAT** the draft minutes of the Housing Advisory Committee Meeting of May 7, 2015 be approved as tabled and posted on the town website.

**CARRIED.**

## **6. BUSINESS ARISING**

### **STATUS OF ACTIONS**

- a. **Robert McLaren** to obtain for the next meeting a map of the municipality showing what land is owned by the Town. **ONGOING.**
- b. **Monica Mulvihill** to contact Mackenzie Community School about asking students to help with data entry of survey returns in return for credit for hours of community service. **ONGOING.** No students had indicated an interest in this opportunity. The Committee will seek data entry assistance through other routes.

## **7. APPROVAL - HOUSING NEEDS ASSESSMENT SURVEY**

A total of 17 surveys had been sent to selected residents for pilot testing, and to four expert reviewers for comment. The feedback received led to fewer survey questions and simpler wording. Lesley Barry would add some final details and make final wording adjustments, then send the survey for printing. The target is to launch the survey on May 27.

Several members of the Committee met at the Town Hall on Monday, May 11 to test the proposed survey software by entering the responses from the completed pilot surveys. The testing confirmed that the software is suitable, and identified several elements worth improving in the coding.

## **8. REVIEW OF SURVEY LOGISTICS AND ASSIGNMENT OF TASKS**

The Committee reviewed Lesley Barry's updated logistics sheet for the survey. Details were agreed on survey distribution and collection, publicity, and provision of assistance to respondents.

## **9. NRT ARTICLES – UPDATE**

Lesley Barry reported that she would generate an article on the launch of the survey for the May 27 issue of the North Renfrew Times (NRT). Articles would be generated for succeeding issues to report progress on the survey and encourage people who had not yet responded to do so.

## **10. DRAFT RESPONSE TO ONTARIO GOVERNMENT HOUSING CONSULTATION**

Michael Stephens had drafted a potential contribution from the Committee. Lesley Barry pointed out a useful guide on the nature of the response the province is looking for. The Committee's response (which must be submitted by July 3) would be completed after the results from the upcoming seniors' housing survey become available. Kim Rodgers agreed to help identify the questions posed by the provincial government that pertain to Deep River.

#### **11. MEETING WITH DEIRDRE GIBSON**

Several Committee members were to meet with Deirdre Gibson and her husband in Petawawa on Friday. Ms Gibson was the consultant for the Bethel Green project in Toronto and her husband was the architect. Bethel Green had been the subject of one of the recent articles by the Committee in the NRT.

#### **12. FUTURE INFORMATION SESSION – HOW TO RENOVATE TO “AGE IN PLACE”**

Monica Mulvihill suggested that the Committee investigate the possibility of an in-town presentation in the autumn conducted by the Canada Mortgage and Housing Corporation on how dwellings can be renovated to allow people to remain in their homes as they age, what grants are available, etc. The idea for this came out of a conversation with the coordinator of the Flex program at the Long-Term Care Centre. The audience for this presentation would include builders, renovators, homeowners, town staff, and anyone else involved in home renovations.

#### **13. OTHER BUSINESS**

Kim Rodgers said that several North Renfrew Long-Term Care staff would attend a meeting in Penetanguishene on the following day. The session would focus on affordable housing strategies and the Georgian Village project ([www.georgianvillage.ca](http://www.georgianvillage.ca)) that provides a continuum of care.

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

Committee members undertook to finish their individual tasks to arrange potential survey distribution and collection points, establish the numbers of surveys each place of worship could distribute, make survey collection boxes, etc., in preparation for launching the survey on Wednesday, May 27.

#### **15. NEXT MEETING**

The next meeting of the Committee was scheduled to take place at the Town Hall on Monday, June 8 at 1:00 p.m.. The focus will be on evaluating the progress of the survey to that point, any necessary adjustments, and when entry of survey results could start.

#### **16. ADJOURNMENT**

**Moved By:** Elizabeth Ells

**BE IT RESOLVED THAT** the Housing Advisory Committee hereby adjourns the meeting at 11:30 a.m..

**CARRIED.**

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**Monica Mulvihill, Chair**

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**Michael Stephens, Recording Secretary**