**Town of Deep River**

**Minutes of Meeting of Housing Advisory Committee**

**NRLTC Drop-In Centre, December 15, 2015**

**Present:** Chair - Monica Mulvihill

 Recording Secretary - Michael Stephens

 Member - Elizabeth Ells

 Mayor - Joan Lougheed

 Councillor - Ronald Desrochers

 Guest - Marg Killey

 Guest - Barbara Shaw

**Regrets:** Councillor - Robert McLaren

Guest - Kim Rodgers, Administrator, NRLT Care Services

1. **CALL TO ORDER**

Chair Monica Mulvihill called the meeting to order at 2:00 p.m.

1. **ADOPTION OF AGENDA**

Moved by Michael Stephens, seconded by Elizabeth Ells: BE IT RESOLVED THAT the proposed Housing Advisory Committee Meeting Agenda of December 15, 2015 be adopted as tabled. CARRIED.

1. **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.

1. **APPROVAL OF THE MINUTES OF THE OCTOBER 26, 2015 MEETING**

Draft minutes from the October 26, 2015 meeting had been circulated to Committee members before the meeting.

Moved by Michael Stephens, seconded By Ronald Desrochers: BE IT RESOLVED THAT the draft minutes of the Housing Advisory Committee Meeting of October 26, 2015 be approved as tabled and posted on the town website. CARRIED.

1. **BUSINESS ARISING**

Several Actions had been assigned at the October 26 meeting:

**ACTION** – As Chair of the Committee, Monica Mulvihill to:

* Send an email to recipients of the report advising them of the errors. COMPLETE.
* Send a correction to be circulated in the North Renfrew Times. ONGOING.
* Correct and initial the hardcopies of the report in the town hall and library. COMPLETE.
* Have the corrections made in the electronic version of the report on the town website. COMPLETE.

**ACTION** – Monica Mulvihill to contact Renfrew County administration to find out what rent data may already be available [e.g., on geared-to-income units]. ONGOING.

**ACTION** – Ron Desrochers to get the names and addresses of the local apartment owners. ONGOING.

**ACTION** – Monica Mulvihill to draft a cover letter to accompany a survey form requesting rent data from local apartment owners. COMPLETE.

**ACTION** – Michael Stephens to contact an individual who had recently expressed interest in the progress of the Committee to see if they would be interested in joining the Committee. COMPLETE.

1. **MARKET RENT SURVEY**

The Committee reviewed the draft market rent survey form and cover letter prepared by Monica Mulvihill and suggested minor modifications.

**ACTION** - Monica Mulvihill to finalize the landlord market rent survey form and cover letter, put them on the town website, and send hardcopies with a stamped return envelope to local landlords.

1. **REPORT ON THE PETAWAWA HOUSING FORUM**

Monica Mulvihill, Joan Lougheed, Elizabeth Ells, Marg Killey and Barb Shaw had attended the forum in Petawawa on December 10. The focus of the forum had been on the housing situation in Petawawa in comparison to Pembroke and the rest of Renfrew County. Situations of other individual communities in the County were not a specific consideration. The Committee reviewed what they had learned and the implications for planning the upcoming Deep River Housing Forum.

It was suggested that at a future meeting, the Committee should discuss its role and relationship to incorporated groups, either private or public, that might be created to build and manage new housing.

1. **DEEP RIVER HOUSING FORUM**

The Committee discussed options for the forum: possible dates, locations, format (e.g., presentations, panels, or workshop sessions), local invitees, speakers (e.g., local developers describing recent projects), topics (e.g., not-for-profit, affordable, accessible, geared-to-income, for-profit luxury, and mixed housing projects, properties owned by AECL), types of housing (e.g., rental apartments, townhouses, executive estate lots), Deep River Official Plan and zoning. It was suggested that the forum might have about 50-60 registered participants and be held on a weekday in mid-May (e.g., May 9, 10, 16 or 17).

**ACTION** – Joan Lougheed and Ronald Desrochers to look into potential housing investors to invite to the Deep River Housing Forum (e.g., landlords, investor clubs, CNL).

**ACTION** – Elizabeth Ells – to investigate the availability and cost of renting the Deep River Community Church CEC for the Deep River Housing Forum.

**ACTION** – Barbara Shaw to investigate the availability and cost of renting the Real Hope Church for the Deep River Housing Forum.

**ACTION** – Monica Mulvihill to contact potential speakers (e.g., Galloway, O’Grady, Cook) about their availability to participate in the Deep River Housing Forum.

**ACTION** – Barbara Shaw to draft an article for the North Renfrew Times on the Petawawa Housing Forum and the Deep River Housing Forum.

1. **OTHER BUSINESS**

It was suggested that the committee should continue to submit articles to the North Renfrew Times on innovative housing concepts (e.g., combining small lots, “granny flats”) where zoning allows but does not force changes to existing arrangements. The objectives were to get people in town thinking about potential changes to the status quo, and to counter any views that the Committee only looks at seniors and affordable housing issues.

1. **REVIEW OF MEETING’S DECISIONS AND ACTIONS**

The actions assigned at the meeting were reviewed and the details confirmed.

1. **NEXT MEETING**

The next meeting of the Committee will be held in the NRLTC Drop-in Centre on 2016 January 11 at 2 p.m. The focus will be on planning the Deep River Housing Forum proposed for May.

1. **ADJOURNMENT**

The meeting was adjourned at 4:00 p.m.

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