

**Town of Deep River**  
**Minutes of Meeting of the Housing Advisory Committee**  
**NRLTC Drop-In Centre, February 1, 2016**

**Present:** Chair - Monica Mulvihill

Recording Secretary - Michael Stephens

Member - Elizabeth Ells

Mayor - Joan Lougheed

Guest - Barbara Shaw

Guest - Kim Rodgers, Administrator, NRLT Care Services

**Regrets:** Guest - Marg Killey

Councillor - Robert McLaren

Councillor - Ronald Desrochers

**1. CALL TO ORDER**

Chair Monica Mulvihill called the meeting to order at 2:50 p.m.

**2. ADOPTION OF AGENDA**

Moved by Elizabeth Ells, seconded by Barbara Shaw: BE IT RESOLVED THAT the proposed Housing Advisory Committee Meeting Agenda of February 1, 2016 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. APPROVAL OF THE MINUTES OF THE JANUARY 18, 2016 MEETING**

Draft minutes from the January 18, 2016 meeting had been circulated to Committee members before the meeting. No comments had been received.

Moved by Michael Stephens, seconded By Joan Lougheed: BE IT RESOLVED THAT the draft minutes of the Housing Advisory Committee Meeting of January 18, 2016 be approved as tabled and posted on the town website. CARRIED.

**5. BUSINESS ARISING**

There were several open Actions from previous meetings:

**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. Some information had already been collected.

**ACTION 16-01-01** – Barbara Shaw to get the addresses of the local apartment owners. COMPLETE.

**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. ONGOING. The form and survey were complete. The survey will be conducted by hardcopy only.

**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). ONGOING.

**ACTION 16-01-02** – Joan Lougheed to draft a letter of invitation to investors to the Deep River Housing Forum. ONGOING.

**ACTION** – Monica Mulvihill to contact potential speakers about their availability to participate in the Deep River Housing Forum. ONGOING. Monica had identified several persons willing to speak at the Forum, and will continue contacts (to Lee, Carr, O’Grady, et al.) to finalize the list of speakers. Joan Lougheed will talk to JP2G about making a presentation on the town’s new Official Plan.

**ACTION 16-01-03** – Michael Stephens to search the websites of the Ontario Ministry of Consumer Affairs and Revenue Canada for regulatory requirements on establishing a housing corporation. COMPLETE. Michael tabled a list of several provincial and federal Acts relating to the creation of housing corporations and websites giving instructions on how to go about it.

**ACTION 16-01-04** – Monica Mulvihill to send to Joan Lougheed the list of potential forum attendees. COMPLETE.

**ACTION 16-01-05** – Michael Stephens to circulate the previously prepared draft framework for organizing the forum. COMPLETE.

## **6. HOUSING CORPORATION**

The Committee discussed further what a local housing corporation might look like if one were to be created. It might be non-profit or charitable, and possibly involve partnerships with local faith-based or service organizations. The Housing Advisory Committee should be represented on it. A non-municipal organization would have more freedom of action than one that was a part of a municipality. Next steps were to set up a committee to draft a constitution and by-laws meeting the legal requirements to establish a housing corporation. It was suggested that one of the workshops of the upcoming Housing Forum (see next agenda item) could serve to kick off such an initiative by identifying people who might be willing to invest in a housing project or join its Board.

## **7. HOUSING FORUM**

The Housing Forum is scheduled for Monday, May 16 at the Deep River Legion. The Committee continued its discussion on the optimal suite of speakers and preferred topics for parallel workshops (e.g., financial models, funding sources, mixed-use housing projects, adaptive housing/universal design, and incorporation of a housing organization).

Ways to keep the public informed and interested in the Forum were suggested, in particular by submitting revamped articles to the North Renfrew Times on the Bethel Green and Pinawa projects, a Globe & Mail article on co-housing, Wolf Willow co-housing in Saskatchewan, and an invitation to the public to reserve the date of the forum and ask for a place (spaces being limited) on a first-come-first served basis.

Several Actions listed in agenda item 5 related to the Forum need to be completed, and several new actions were set:

**ACTION 16-02-01** – Michael Stephens to confirm the availability of the Federal Retirees’ laptop, projector and sound system for the Housing Forum.

**ACTION 16-02-02:** Monica Mulvihill to put notices about the Housing Forum in the North Renfrew Times and on the town website.

**ACTION 16-02-03:** All Committee members to suggest articles to put in the North Renfrew Times to maintain public awareness, knowledge and interest about housing issues.

**ACTION 16-02-04:** All Committee members to forward to Monica Mulvihill their suggestions for possible workshop topics at the Housing Forum.

**ACTION 16-02-05:** Joan Lougheed to contact Charles Packer to find out if he would be interested in moderating the Housing Forum.

**ACTION 16-02-06:** Monica Mulvihill to find out the Legion seating capacity for the Housing Forum.

**ACTION 16-02-07:** Monica Mulvihill to locate the Globe & Mail housing article.

## **8. OTHER BUSINESS**

Monica Mulvihill said that in her presentation on the work of the Committee to the local branch of the Rotary Club on February 3 she would focus on the Housing Forum. Service groups like Rotary often drive housing initiatives.

## **9. REVIEW OF MEETING’S DECISIONS AND ACTIONS**

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

## **10. NEXT MEETING**

The next meeting of the Committee will be held in the NRLTC Drop-in Centre on 2016 February 16 at 2:30 p.m.

## **11. ADJOURNMENT**

The meeting was adjourned at 4:10 p.m.

\_\_\_\_\_ Monica Mulvihill, Chair

\_\_\_\_\_ Michael Stephens, Recording Secretary