



AFFORDABLE SENIOR HOUSING COMMITTEE

The minutes of the committee meeting of the Affordable Senior Housing Committee held Wednesday, November 4th, 2020 at 4:00 p.m. at the Mike Rodden Arena & Community Centre (upstairs).

Members Present: Francine Desormeau, CAO/Clerk/Deputy-Treasurer
Loren Mick, Councillor of Town of Mattawa
Laura Ross, Councillor of Town of Mattawa
Eleanor Humphrey, Member at Large
Vala Monestime Belter, Member at Large
Rob Hardwick, Member at Large
Amy Leclerc, Executive Assistant/Deputy-Clerk

Development Team: John Demeis, Descon Construction Ltd
David Butler, Descon Construction Ltd
Keith Harriman, Descon Construction Ltd

Members Absent: Garry Thibert, Chair, Councillor of Town of Mattawa – via telephone

1. Call to Order

Chair Thibert welcomed everyone via telephone and requested Francine Desormeau to lead the meeting in his absence.

2. Adoption of Minutes

Resolution Number ASH20-03
Moved by Councillor Loren Mick
Seconded by Rob Hardwick

BE IT RESOLVED THAT the minutes of the Affordable Senior Housing Meeting of Wednesday, October 7th, 2020 be adopted as circulated.

Carried

3. Housing Survey Results

Francine Desormeau presented a tabulated summary of the results from the Town of Mattawa Housing Needs and Demands Survey. A total of 115 people completed the bilingual survey.

4. Building Design - Proposed Unit Mix & Common Area Elements
- Concept Design Questions TBD

Mr. Demeis provided the committee with a series of questions that required attention for this project.

Unit Mix Questions:

- 1) **Does the mix of 29 units (3 x 2BR, 3 x 1BR+Den, 19 x 1BR, 4 x Studio) meet the requirements of the Owner? Note that the demising walls of the units located in Wing A, Wing B, and Wing C are loadbearing, if consolidation of smaller units to create larger units is desired (e.g. join two 1BR or Studio units to make one 2BR unit), these loadbearing walls must be maintained and the total number of units will be reduced in the building.**

Committee commented that the units are fine at this time. They spoke of reducing the common area and creating an additional apartment if the budget doesn't meet requirements but will speak more of that at a later date if required.

- 2) **Does the size of the units meet intended requirements or should units be re-classified (e.g. design current proposed 1BR units as Studio style units)?**

Committee advised the square footage of all units was sufficient.

- 3) **Does the Owner wish to designate one or more units as respite (hotel) style unit, if so which unit(s) location is preferred (e.g. close to entrance)?**

Committee advised they do not wish to have any respite style units. If needed as an alternative, locals motels/hotels could be approached requesting a reduced rate for visitors of the new housing complex.

- 4) **Does the Owner wish to convert one of the units into a tuck shop, if so which unit?**

Committee does not wish to convert one unit as they feel it would not sustain itself. It was suggested to add vending machines into the building as an alternative solution.

Common Area Amenities:

- 1) **A laundry room is reflected in the design with 4 washers and 4 dryers, is this desired size and location?**

A total of 6 washing machines and 6 dryers were recommended by the committee.

- 2) **A mail room is reflected in the design near the entrance, is this feature desired or prefer to have mailboxes in the main lobby?**

Committee would like to see the mailboxes near the entrance with some vending machines beside them. It would create for an easier access and delivery.

- 3) **A large party room and lounge is reflected in the former kitchen area with natural light entering through the rear vestibule. Is this party room desired in the current location and size? Would it be preferred to convert this space to an additional apartment unit?**

Committee would like to see an additional apartment unit and updated design to the common area.

- 4) **An exercise (activity) room is reflected in the design, is this a desired feature and is the current location and size acceptable?**

Since it was chosen to have an additional apartment unit in the common area this exercise room would be removed.

- 5) **A scooter/bike storage room is provided, is this desired and is the current location and size acceptable?**

Scooter/bikes would not be allowed inside the apartment units due to sizes and wear and tear of the common areas so the committee would like to see an outbuilding earmarked for scooter/bike storage that is not far from the main entrance of the building.

- 6) **A small meeting room is reflected, is this feature desired or would Owner prefer this area to be re-purposed as storage, office, etc.?**

Removed small meeting room due to additional apartment unit.

- 7) **A courtyard with gazebo sitting area is shown outside, what additional exterior improvements and features are desired for this site? Is an outdoor BBQ area desired?**

Committee felt that it is important to have this area with gazebo for shade in the hot summer months. The existing trees will be kept in the area and was suggested to add benches under the trees for additional seating outdoors. A garden area for the seniors was also suggested along with a pergola type of sitting area. No to BBQ area.

- 8) **Is common area seating desired in the lobby?**

Suggestions were made around a café style set up with small tables and chairs for seating.

Unit Design Questions:

- 1) **Are walk-in style showers desired or bathtub showers?**

Walk in showers instead of bathtubs was preferred.

- 2) **HVAC – Existing heating reads to be reused but currently no provision for air conditioning. Is A/C a desired feature for every apartment unit? If so, only 2 feasible options exist 1-Provision for portable window style air conditioners (special electrical**

outlet near window) OR, 2-Wall mounted ductless split A/C unit located centrally in each suite? Much greater costs are associated with ductless split units. NOTE: The building is intended to remain single metered for all utilities and these costs will need to be factored into rent. A system for charging tenants additional user fees may be required.

Committee chose to have special electrical outlets added near the windows to allow for air conditioners being used in apartments. The maintenance person will be responsible for the installation of the air conditioning units and residents can pay an additional charge during the summer months.

3) Are over the range microwaves desired?

No it was suggested that a cupboard opening be added or an area in a lower cabinet; or both concepts.

4) Are dishwasher hookups (electrical and plumbing) required in each unit with provision provided in the cabinets?

The committee felt that this would under utilized therefore not a requirement.

5) Are appliances required to be included in the construction contract, if so which ones?

Yes full size refrigerator and stove would be included and a recommendation for refrigerator to be a bottom freezer style.

6) Are window blinds required to be included in the construction contract?

It was not suggested for the window blinds to be included but the hardware (poles) to be installed so there is not an abundance of holes in the walls.

7) The floor finishes budgeted as noted below, are there any alternative requirements?

- a) **VINYL WOOD PLANK** – All areas in apartment units, and exercise room.
- b) **CARPET** – Corridors, party room, mail room, and meeting room.
- c) **CERAMIC TILE** – Main entrance lobby/vestibule, laundry room, universal washroom
- d) **SEALED/PAINTED CONCRETE** – Scooter storage, mechanical, garbage, recycling rooms.

Vinyl wood plank floors was chosen throughout the apartment units with exception of linoleum in the bathroom area. Carpet for the corridors to reduce noise. Vinyl wood plank in the common area. Ceramic tile (non slip) in the main lobby area.

A further look into the condition of the windows was requested to be completed by Mr. Demeis as some were old with the seals not functioning as they should.

It was also suggested to have the phone, satellite and internet cables installed before units are finished and a common box to have the cords pulled out as it was stated there was fibre

optics already in the building. This will be investigated further.

5. Next Steps

Mr. Demeis would like a list of wants vs needs to move forward with the design of the building. An email was requested with a list of deficiencies in the building that is known by the members that have firsthand experience with the building for further help to the team.

6. Adjourn Meeting (Next Meeting Date Wednesday, November 18th, 2020)

Resolution Number ASH20-04

Moved by Councillor Laura Ross

Seconded by Councillor Loren Mick

BE IT RESOLVED THAT the Affordable Senior Housing Committee adjourn the meeting at 6:55 p.m.

Carried



Chair