



AFFORDABLE SENIOR HOUSING COMMITTEE

The minutes of the committee meeting of the Affordable Senior Housing Committee held Thursday, April 20th, 2023 at 4:00 p.m. The meeting was held in Dr. S. F. Monestime Council Chambers also available via teleconference.

Members Present: Garry Thibert, Chair, Councillor of Town of Mattawa
Laura Ross, Councillor of Town of Mattawa
Noella Burke, Member at Large
Kevin Bittner, Member at Large

Development Team: John Demeis, Descon Management Team
Holly Schultz, Descon Management Team

Support Staff: Amy Leclerc, Clerk/Revenue Services Clerk
Brittany Belanger, Executive Assistant

1. Call to Order

Chair Thibert called the meeting to order at 4:04 p.m. and welcomed everyone to the meeting.

2. Adoption of Minutes

Resolution Number ASH23-01
Moved by Kevin Bittner
Seconded by Noella Burke

BE IT RESOLVED THAT the minutes of the Affordable Senior Housing Meeting of Wednesday, August 10th, 2022 be adopted as circulated.

Carried

3. Update from Descon Management Group

Mr. Demeis provided the Committee with a brief update on the current occupancy. We currently have one vacant suite, we have applicants selected just waiting for approval. There are 29 units fully leased and occupied. The waiting list currently consists of 34 submitted applications, 7 of those applications have been processed and approved, an additional 24 applications are on hold for processing pending unit availability, in contacting applicants 5 were no longer interested.

The Superintendent had to call in the technician for the washer and dryers, they were not programmed correctly, they were all covered under warranty. Thermostats were replaced also all under warranty. Replacement of flooring in multiple units needed to be replaced due to lifting. Minor roof leaks were reported when it rained, maintenance repaired seam, leaks were located on the older part of the roof that was not replaced, leaks have continued to be monitored and patched when they reoccur.

4. Financial Statements – First Year

Financial Statements for the first years were provided by Descon Management Group Ltd. and discussed with committee members.

5. Review of Rental Fees

Descon Management Group Ltd. provided the committee members with a breakdown of options for increases at Rosemount Valley Suites. The Committee is presenting Council with a recommendation for feasible increases.

6. Future Status of Rosemount Suites

Options were presented by the Descon Management Group and discussed with the Committee Members. Multiple ways we can go with this, just need to find the proper fit for the project.

7. New Business

Chair to meet with Council concerning Affordable Senior Housing.

8. Next Steps

Resolution Number ASH23-02

Moved by Councillor Laura Ross

Seconded by Noella Burke

BE IT RESOLVED THAT the Affordable Senior Housing Committee recommends to Council to approve an increase of 5% for rents and an increase of 30% for utilities based on the presentation by Descon Management Team.

Carried

Resolution Number ASH23-03

Moved by Noella Burke

Seconded by Kevin Bittner

BE IT RESOLVED THAT Resolution No ASH23-02 to be amended to remove John Demeis' name and have only Descon Management Group Ltd.

Carried

9. Adjourn Meeting (Next Meeting Date Monday, June 26th, 2023)

Resolution Number ASH23-04

Moved by Kevin Bittner

Seconded by Councillor Laura Ross

BE IT RESOLVED THAT the Affordable Senior Housing Committee adjourn the meeting at 6:24 p.m.

Carried



Chair



Clerk