

Timber Grove Apartments-Community Advisory Committee Minutes of the Meeting held at the Surrey Urban Mission

DATE: September 21, 2010
TIME: 6.00pm- 8.00pm

Attendees: Darrell Burnham, Rudy Small, Rose and Jack Garoff, Dan Kipper, Jonquil Hallgate, Debbie Allinger, Gary Mackinnon, Colleen Staresina, David Chow, David Poulette, John Gauld, Aileen Murphy, Richard Wiklo, Susan Mckela, Shehzan Nathoo (note taker)

Regrets: Tom Keenan, Meryl McDowell

ITEM #	DISCUSSION TOPIC	ACTION ASSIGNED TO:
	Introductions	
	Appreciation was recorded to JH for the arrangements made and the use of the meeting room facilities.	
	Review of the Agenda and Approval of Previous Minutes:- Approved	
	Confirmation of Membership list and contact information:- Confirmations received	
	CAC draft Terms of Reference:- This is fine for the moment but will need to be reviewed on an ongoing basis.	
	Project Status Report and Construction Schedule (City Space Consulting):- JG updated everyone on the current status of the Project:- <ul style="list-style-type: none">▪ There had been some challenges in terms of water and power on site.▪ The project was 3.5 weeks behind schedule due to issues faced with water (there is no permanent drainage system in place yet) and bird nesting. Completion of the Project is expected for April 2011 and occupancy on May 1, 2011.▪ The modular units were delivered on site at the beginning of October, and the building is expected to go up from the frame to the levels fairly quickly.▪ A full time security guard is on site when the contractor is not there and once the power is connected, a video surveillance system will be used (there had been a break in and tools had been stolen)▪ Neighbors voiced concerns over a tall lonely tree (JG will sort this out), lots of gravel and dust, which is expected	

during the construction phase, and it was suggested to have a signage for the school informing parent that children will have to use a different route. It was noted that the school had chosen not to be involved in any way.

**Selection of Tenants and Program Planning:-
Fraser Health Authority Partnerships:-**

- FH became a formal partner on this project in July 2010. Coast is extremely pleased about this partnership. FH also announced that they were pleased with this partnership between the City of Surrey, BC Housing and Coast and were looking into developing similar such models in future.
 - All referrals were expected to come from the Surrey area (currently residing there or have resided there previously). The applicants will be people over the age of 50 years who are experiencing or likely to be homeless, and people with disabilities who are currently receiving recovery support services (no active addictions). Coast will have the final say on the selection process, and FH offered to assist with assessing referrals if required.
 - FH will refer 30 people and BC Housing will refer 20 people
 - Support to residents will be provided via the Mental Health Teams, and the MHWs on site (Staffing will be 24 hours). There will be a medication support program available as well. This will be complimented by supports available via the Community and FH (if required).
 - Coast to provide FH with a diagram of the office space available and to look into allocating some space for FH to use when meeting with clients on site. Coast will organize a meeting with FH to work out details regarding programming in October 2010.
 - If the CAC had any applicants in mind which they wanted to refer to live in this building, they should send the information to BC Housing. It was suggested that perhaps a member on this Committee could be involved in the selection process.
 - All residents will have access to one meal a day, thanks to the partnership with FH. It was noted that the Surrey food bank could also deliver food.
 - CS informed that she was planning on holding safety presentations so that residents can take ownership of their building and space.
 - Suites will consist of kitchenettes and have basic furniture. JH informed that she had contacts of people who would be willing to furnish suites. She would also be able to organize welcome gift baskets for residents, sourced from local businesses, Churches and hotels.
 - There will be a bed bug treatment room on site to treat infestations and furniture.
 - The building will be wired but provision of cable services
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is to be determined. Coast does have a basic account with Shaw cable services.

- Whilst the suites can be adapted to a certain extent for residents in wheel chairs, the bathroom accessibility may be a challenge.
- Coast is not sure if this building will be a pet friendly building based on limitation on Coast's Pet Policy. Sometimes clients tend to neglect their pets when decompensating and if extended hospitalization is required, there's no one to take care of their pets. JH informed that there are organizations within the community that offer pet fostering services incase this happens. A tenant's council could be appointed to deal with such issues once the building opens.

Neighborhood Items:-

- Smoking will not be permitted in the common areas and from certain distances from doorways, but residents can smoke in their suites. There will be a policy in place to address this matter.
- Visitors- there will be a policy in place to address long term visitors (guests residing there for more than two weeks- the time frame to be determined and the process overseen by the tenants Council and). Tenants are ultimately responsible for their guests and in most instances; other tenants usually act as watch dogs.
- Security/ entrance into the building will be by fob (which is easier to re-program if needed). CS informed that the RCMP will also need a fob to access the building, and this will be kept in a safe. RCMP is currently in the process of collecting fobs from building around Surrey.

Round Table Comments and Questions:-

Location of the Timbergrove Apartments:- 13922 - 101st Avenue, Surrey

Next Meeting and Adjournment:-

The next meeting will be held in January 2011 either on site or will incorporate a tour of the site.