

Annual General Meeting - Caradoc Housing Corporation

Meeting Minutes

June 26, 2024

6:00 pm

Caradoc Place

22645 Adelaide Road, Mount Brydges

Present: Mayor Colin Grantham
Councillor Donna Pammer
Member Heather Martineau
Member Jeff Lunn
Bill Dakin, Director of Financial Services

Absent with Notice: Councillor Frank Kennes

Staff Present Tim Zavitz, Property Manager
Jennifer Pereira (Recorder)

Others Present Trisha McKibbin, CAO
Councillor Greg Willsie
Councillor Brian Derbyshire
Lauire Derbyshire
Ron Wright, Caradoc Place
Pattie Pearl, Resident
Barb and Bill Wardell, Residents
Jean- Paul Daigneault, Resident
Mark Watters, Parkview Manor
Shaun Vincent
Lorette Bear
Joan Weston
Norm Lamarsh
Craig Chinnel
Dave Martineau

1. Roll Call

Chair Donna Pammer shares with the members some of the highlights from 2023.

Mayor Colin Grantham reflects on the history of Caradoc Housing Corporation and where it began in 1981.

2. Approval of Agenda

Moved By Member Heather Martineau

Seconded By Member Jeff Lunn

THAT: the board receive the recommendation of nomination of board member and add it to item 5; and

THAT: the item Enquiries and Comments By Members be added; and

THAT: the June 26, 2024 Annual General Meeting Agenda be approved as amended.

Carried

3. Declaration of Pecuniary Interests

None.

4. Strathroy-Caradoc Housing By-laws and Articles of Incorporation

Moved By Mayor Colin Grantham

Seconded By Member Jeff Lunn

THAT: the Strathroy-Caradoc Housing Corporation By-laws receive first, second and third and final reading.

Carried

Moved By Mayor Colin Grantham

Seconded By Member Jeff Lunn

THAT: the Amended Articles of Incorporation be approved.

Carried

5. Appointing of Members

Moved By Member Jeff Lunn

Seconded By Mayor Colin Grantham

THAT: the following nominations for the Strathroy-Caradoc Housing Corporation Board be appointed:

Colin Grantham - Mayor - Term 3 years
Mike McGuire - Deputy Mayor - Term 3 years
Donna Pammer - Councillor Ward One - role 3 years
Greg Willsie - Councillor Ward Two - role 3 years
Heather Martineau - Community Representative - 3 years
Jeff Lunn - Community Representative - 2 years
Jean-Paul Daigneault - Tenant/Resident - 1 year

Carried

6. Appointment of Auditors

Moved By Member Heather Martineau
Seconded By Member Jeff Lunn

THAT: the Caradoc Housing Corporation appoint the Municipal Auditors- BDO.

Carried

7. Financial Reports

7.1 2024 Budget

Bill Dakin, Director of Financial Services speaks briefly on the 2024 Budget. He indicates that the 2024 Budget is based on the actuals on 2500 Queen Street and an estimate on Caradoc Place.

Moved By Mayor Colin Grantham
Seconded By Member Heather Martineau

THAT: the 2024 Caradoc Housing Budget be received for information.

Carried

7.2 2023 Interim Unaudited Financial Statements

Moved By Member Heather Martineau
Seconded By Member Jeff Lunn

THAT: the 2023 Interim Unaudited Financial Statements be received for information; and

THAT: the 2023 Interim Unaudited Financial Statements be approved; and

THAT: a Financials Membership Meeting be called for August 22, 2024 @

6:00 p.m. at Caradoc Place to approve the 2023 Final Audited Financial Statements.

Carried

8. Other Business

8.1 Recognition - Anne Campbell, Caretaker for Parkview Manor, Mount Brydges

Mayor Colin Grantham recognizes Anne Campbell for her years of service as Caretaker of Parkview Manor.

Chair Donna Pammer also recognizes the volunteers that contributed their time and effort on the garden improvements at Parkview Manor

9. Enquiries and Comments By Members

Jean-Paul Daigneault, Tenant requests about obtaining Emergency phone numbers in order to get a hold of Tempo. He asks the board in regard to the access to the storage rooms at Parkview Manor and how much notice is needed to the Property Manager. He also requests that a meeting be set up with the board and the residents of Parkview Manor.

Sherri, Resident of Parkview Manor indicates that she was the assistant to the caretaker in cases of emergencies and feels it is necessary to have a designated person on site for those occurrences. She also requests a new handle on the outdoor water faucet

Lee-Anne, Resident also agrees with keys being available for emergency purposes.

Ron Wright, Caradoc Place indicates that there are some metal plates on the inside and outside his unit for automatic door opener which appear to be ready for an accessible option. He requests that the board look into that option. He also asks about grants available to subsidize his rent. Chair Donna Pammer suggests contacting the Community Navigator.

10. Schedule of Meetings

- Regular Meeting - Wednesday, July 17, 2024 @ 11:30 a.m.

11. Adjournment

Moved By Mayor Colin Grantham

Seconded By Member Jeff Lunn

THAT: the Annual General Meeting of June 26, 2024 adjourn at 6:41 p.m.

Carried

Chair

Vice-Chair