

**Strathroy Caradoc Housing Corporation
Agenda**

Monday, Feb 3, 2025

4:30 pm

Committee Room

Strathroy-Caradoc Municipal Office

52 Frank Street

Strathroy, ON

1. Roll Call
Present – Members Grantham, Pelkman and Derbyshire

2. Approval of Agenda

Recommendation

THAT: the Feb 3 2025 - Strathroy Caradoc Housing Corporation Meeting Agenda be approved with the following additions.

Motion by Derbyshire

Second by McGuire

CARRIED

Add discussion on elevator maintenance contract

Add discussion on automatic door opener

Add discussion on rental rates

3. Declaration of Pecuniary Interest

NONE

4. Approval of Minutes

Recommendation

THAT: the following Meeting Minutes be approved as written:

No minutes to approve

5. Financial Matters

- Accounts

Recommendation

THAT: the Dec 2024 - Cheque Detail Report be received for information.

Motion by Pelkman
Second by Derbyshire
CARRIED

5.1.1 Cheque Detail – Dec 2024

- Financial Reports

THAT: the Dec 2024 Financial Reports be received for information.

Motion by McGuire
Second by Pelkman
Carried

5.2.1. SCHC – Dec 2024– Balance Sheet

5.2.2. SCHC – Dec 2024 - Budget VS Actual

5.2.3. SCHC – Dec 2024 - Profit and Loss

5.2.4. SCHC – Dec 2024 – Trial Balance

6. Property Manager Report

Discussion on elevator maintenance contract at Caradoc Place. Tempo had presented two options – Summit and TK (quotes attached for reference).The Board brought a motion to defer until they find out who the Municipality uses.

Motion to defer Pelkman
Second by McGuire
CARRIED

7. Caradoc Place

- i Automatic Door Opener

Discussion on the Board paying for the installation of an automatic door opener at Unit 204 at a cost of \$3,595. Quote is attached

Motion to approve
McGuire
Second by Pelkman
CARRIED

8. Other Business

- Citizen Members

Motion to begin searching for citizen members and ask Town to post it on their site

Motion by McGuire
Second by Derbyshire
CARRIED

- Tenant Member Application
Discussion on seeking a legal opinion

Motion by Pelkman
Second by Grantham
CARRIED

- LMHC
Discussion regarding London Middlesex Housing Corp and their availability to manage the property. Member Derbyshire has discussion with the City Manager.

Motion was brought to have Matt Feldberg from the City of London

Motion by McGuire
Second by Grantham
CARRIED

- Rental Rates
Motion to increase market rate rents at both properties by 2.5% - maximum allowed by Provincial government

Motion by Pelkman
Second by McGuire
CARRIED

9. In Camera Matters
The board move into closed sessions for the purpose of discussing the following:

- **No in Camera items**

Recommendation

THAT: the board move into closed session at _____ for the purpose of discussing the following:

8. Report on In Camera Matters

The Chair to report on Closed Session.

Recommendation

THAT: the direction in Closed Session be approved.

9. Schedule of Meetings

- Tuesday Feb 25

- Tuesday March 25

10. Adjournment

Recommendation

THAT: the Feb 3 2025 - Strathroy Caradoc Housing Corporation Meeting adjourn at 5:30

Motion Derbyshire
Second Grantham
CARRIED