

**Strathroy Caradoc Housing Corporation
Agenda**

Tuesday, April 15, 2025

4:30 pm

Committee Room

Strathroy-Caradoc Municipal Office

52 Frank Street

Strathroy, ON

1. Roll Call
Member Grantham, McGuire and Pelkman
Tim Zavitz – Property Manager
Bill Dakin @ Lindsay Laskey - MOSC

2. Approval of Agenda

Motion by McGuire
Second by Pelkman
CARRIED

Recommendation

THAT: the March 25 2025 - Strathroy Caradoc Housing Corporation Meeting
Agenda be approved as circulated.

Two additions to the agenda

Financial Reports

Addition of Closed for Legal Advice

Motion by Pelkman
Second by McGuire
CARRIED

3. Declaration of Pecuniary Interest

4. Approval of Minutes

Recommendation

THAT: the following Meeting Minutes be approved as written:

Strathroy Caradoc Housing Corporation Meeting Minutes – March 25
2025

Motion by McGuire
Second by Pelkman
CARRIED

5. Property Manager Report

5.1 2025 Landscape Contract

- i Board agreed to use Tri Township Arena for 2025 landscaping
- ii Board agreed to allow tenant to vacate lease early due to medical condition
- iii Southside Construction is taking care of deficiencies
- iv Currently 2 vacancies at Queen St and 1 at Caradoc Place

6. Other Business

6.1 Rent Roll

Tim Zavitz (Property Manager) will have a report for next Board meeting regarding rents at Caradoc Place – CMHC affordable rents

6.2 Audit

2023 audit was approved

6.3 SCHC AGM

Hold over until next meeting

6.4 Property Management Contract

Tim has been presented with the contract and will review

7. In Camera Matters

The board move into closed sessions for the purpose of discussing the following:

One item in accordance with the Municipal Act to discuss legal advice (Board status)

Board moved into Closed at 4:55 pm
Motion by Pelkman
Second by McGuire
CARRIED

8. Schedule of Meetings

- May 20 2025 @ 4:30 pm

9. Adjournment

Recommendation

THAT: the April 15 2025 - Strathroy Caradoc Housing Corporation Meeting adjourn at 5;25 pm