

ELGIN SENIORS HOUSING BOARD REGULAR MEETING MINUTES
Thursday, July 18, 2019

The Elgin Seniors Housing Board Regular Meeting was held Thursday, July 18, 2019 at 10:00 a.m. at the Municipal Office in Chantry.

The following Board members were in attendance: Mayor Arie Hoogenboom, Councillor Bob Lavoie, Linda Carr and Ron Holman. Jim Stedman and tenant representative Shirley Dowell were absent with prior notice. The following Township of Rideau Lakes staff were in attendance: Dave Schur, Deputy Treasurer, Rob Hennessy, Municipal Properties Supervisor, Nicole Halladay, Property Manager of the Elgin Seniors Complex, and Meg McCallum, Development and Emergency Management Coordinator. Brittany Mulhern, Secretary of the Board, was absent with prior notice.

ROLL CALL

Meg McCallum noted that Mandy Fleming submitted her resignation in April and Council subsequently appointed Ron Holman to fill the board vacancy.

AGENDA

RESOLUTION #1

Moved By: Ron Holman
Seconded By: Arie Hoogenboom

To pass a Resolution that this Board adopt the Agenda, as submitted.

Carried.

DECLARATION OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

Chair Carr asked if anyone had a pecuniary interest and the general nature thereof, regarding any items noted on the Agenda and none were heard.

MINUTES

The Minutes of the Regular Meeting held April 11, 2019 were distributed to the Board.

The following Resolution was duly moved and seconded:

RESOLUTION #2

Moved By: Bob Lavoie
Seconded By: Arie Hoogenboom

To pass a Resolution that this Board approve the Regular Meeting Minutes of April 11, 2019 as submitted.

Carried.

STAFF REPORTS

2. Property Manager Update: Nicole Halladay

Nicole Halladay, Property Manager, reviewed her written report.

The following Resolution was duly moved and seconded:

RESOLUTION #3

Moved By: Arie Hoogenboom
Seconded By: Ron Holman

To pass a Resolution that the Elgin Seniors Housing Board acknowledge and accept the Property Manager's report by Nicole Halladay, Property Manager of the Elgin Seniors Complex.

Further, that the bench from Home Depot be purchased and installed along Harry Seeley Street.

Carried.

3. Financials Update: Dave Schur

Dave Schur, Deputy Treasurer, reviewed the Profit & Loss Budget vs. Actual January to June 2019 statement provided at the meeting. He noted that the budget allows for a 5% vacancy loss and there have been no vacancies this year. He advised that the staffing expense is lower than budgeted but will be adjusted later this year. Responding to a question raised at the last board meeting about the length of the long-term financing, Dave confirmed that the end date is August 1, 2036 and that it is currently at the mid-point of a second 5-year term of financing.

The following Resolution was duly moved and seconded:

RESOLUTION #4

Moved By: Bob Lavoie
Seconded By: Ron Holman

To pass a Resolution that the Elgin Seniors Housing Board acknowledge and accept the verbal Financial Update Report by Dave Schur, Deputy Treasurer.

Carried.

4. Facility Update: Rob Hennessy

Rob Hennessy, Municipal Properties Supervisor advised that the septic was pumped today and noted that new pressure tanks may be needed soon.

The following Resolution was duly moved and seconded:

RESOLUTION #5

Moved By: Arie Hoogenboom
Seconded By: Ron Holman

To pass a Resolution that the Elgin Seniors Housing Board acknowledge and accept the verbal Facility Update Report by Rob Hennessy, Municipal Properties Supervisor.

Carried.

GENERAL DISCUSSION

Board members discussed various matters concerning new housing developments including loans and grants, the waiting list, village vitality and the need for senior and non-senior affordable housing. No resolutions were passed. Meg McCallum advised that there is a survey underway on Housing Options as part of the ongoing Official Plan Update.

CONFIRMING BY-LAW

RESOLUTION #6

Moved By: Ron Holman
Seconded By: Arie Hoogenboom

To pass a Resolution that By-law Number 2019-02, being a By-law to confirm the proceedings of the Elgin Seniors Housing Board at its Meeting held July 18, 2019, be read a first, second and third time and finally passing this 18th day of July, 2019.

Carried.

ADJOURNMENT

The Chair declared this Elgin Seniors Housing Board Meeting be adjourned at 10:34 a.m., until the next regular meeting.

Carried.

Linda Carr
Chair

Brittany Mulhern
Secretary