



Senior's Villa East Ferris
 1846 Hwy 17E
 Corbeil, ON P0H 1K0
 Canada

January 7, 2026 @ 5:30pm
Corbeil Park Hall

PRESENT:	Michel Champagne, Donna St Martin, Debra Stone, Cecile Barham, Madelaine Bos, Lauren Rooyakkers
TELECONFERENCE/ Video:	
REGRETS:	
MINUTE TAKER	Martine Lavoie

- 1) The Board Chair called the meeting to order at **5:32 pm**.
- 2) Establish Quorum – Established
- 3) Conflict of Interest: None
- 4) Review agenda
Motion #1:
 That the agenda be adopted as presented.
Motioned by: Cecile Barham **Seconded by:** Madelaine Bos
Moved
- 5) Review minutes from the previous meeting of **January 9, 2026**.
Motion #2
 That the minutes be accepted as presented.
Motioned by: Michel Champagne **Seconded by:** Lauren Rooyakkers
Moved
- 6) Business Arising from Previous Minutes:
 - Quote on Website Design - attached
 - Donna presented the proposal. To create the website is \$1529 plus tax with a yearly fee. Any extra – events calendar plug-in and website forms have to be built for a fee. (software fee \$129 and \$100 respectively)

Motion#1
 The board approves the proposal from CE Computers & Networks as presented to re-design the website.
Motioned By: Donna St. Martin **Seconded by:** Lauren Rooyakkers
Moved



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- Canada Build Homes (CBH)
 - The Chair has registered and started the process. Waiting to delegate to Council next week to move forward. If others wish to go on CBH webpage to see requirements/proposal should we decide to proceed can register online- affiliated association is listed as "Seniors Villas of East Ferris"
- Property Management Contract - MOU NDHC
 - Successfully received an MOU for NDHC
 - Review every 3 months, on a fee for service basis, ends October 31, 2026
- Elements addendum attached
 - Current Contract until May 2027 with an addendum to include facility management on the Villas.
 - Emergency calls will be charged \$100.
 - Regular requests by tenants will be sent to facilities@seniorsvilla.org

7) Presentation: None

8) Reports:

a) Chair

- a. Reviewed second vehicle policy-No changes
 - i. Second vehicle to be paid \$30/month

b) Treasurer

- a. Accounts payable reviewed
- b. Total expenses for December 2025- \$14,784
- c. Profit of \$24,000 as of January
- d. Savings \$25,000
- e. Cash \$44,000
- f. Two GICs are due in February and March, 2026. Options discussed to renew one year, with a cashable option after 30 days in the event a capital expenditure is required. Consideration to open an account for capital development if we proceed with building of new villas. (phase 3)

c) Committee

- a. Tenant Handbook draft - needs to be reviewed to finalize at next meeting

d) Tenant Rep

- a. None at this time

e) Facilities

- a. Set up emails with the tenant rep for tenants to communicate.
- b. Will set up a vendors list for Elements
- c. Preventative maintenance schedule for year finalized-

Motion #4

That the reports be adopted as presented.

Motioned by: Lauren Rooyakkers **Seconded by:** Donna

Moved

9) Confidential Matter: None



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10) New Business:

- January 13, 2026 delegation to East Ferris Council. Martine and Donna to present. Debra to cover financials as Lauren is in a conflict of interest.
 - Reviewed presentation

11) Correspondence: None

12) Discussion: None

13) Next meeting will be held on **February 4, 2026 at 5:30pm - Corbeil Park Hall.**

14) Adjournment:

Motion #5

That we adjourn this meeting at 7:24 p.m.

Motioned by: Donna St. Martin

Seconded by: Madeleine Bos

Moved