



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

AUGUST 5, 2026

5:30 pm

Corbeil Park Hall

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

1) The Board Chair called the meeting to order at 5:34 pm.

2) Establish Quorum – Established

3) Conflict of Interest: None

4) Review agenda

Motion #1:

That the agenda be adopted as presented.

Motioned by: Donna St Martin **Seconded by:** Cecile Barham

Moved

5) Review minutes from the previous meeting of July 8, 2026.

Motion #2

That the minutes be accepted as presented.

Motioned by: Michel Champagne **Seconded by:** Donna St Martin

Moved

6) Business Arising from Previous Minutes:

- Edmond Septic
 - A letter terminating the agreement was sent to Tulloch on July 11, 2026.
 - Tulloch will reconcile the account and return the deposit.
- Tender Document
 - The risers of the swale should be sealed while conditions remain dry and before winter.
 - Michel will contact Kono Septic SVC before the end of the week to arrange the work.



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

- Options - plan
 - An invitational Request for Quotes (RFQ) will be issued for the burn
- Annual General Meeting (AGM) Organizing Group
 - The AGM will be held on September 17, 2026, at 5:30 p.m. at the Corbeil Park Hall
 - Donna will confirm the hall booking with the municipality.
 - Nancy will coordinate the meeting arrangements.
 - A notice will be sent to tenants.

7) Reports:

a) Chair:

By-law

- It was recommended that an Association Director position be added to the by-laws.
- The proposed by-law amendment will be presented for approval at the Annual General Meeting in September 2026.

CMHC

- A call was received from CMHC regarding the Corporation's capital position and the EGIS report.
- Key discussion points included:
 - Four tenant turnovers.
 - Rental rate increases.
 - Unit upgrades and improvements.
- Tenant-funded enhancements that have added value to the units.

b) Treasurer

- The Audit Report is currently pending.
- The auditor has confirmed by email that the audit will be completed and presented at the Annual General Meeting in September 2026.

c) Tenant Rep

- A new tenant has moved into the Catherine property.
- The move-in process went smoothly.

d) Facilities

- A committee will be established to review the need for property management services.
- Recommendations from the committee will be brought back to the Board for consideration and approval.

Motion #4

That the reports be adopted as presented.

Motioned by: Donna St Martin **Seconded by:** Madelaine Bos

Moved

8) New Business:

a) EGIS Report July 2024 (original)

- The Board at the time requested a review of the audit report to determine whether the Villas presented any concerns.
- It was suggested that an independent third party be consulted to provide additional input.
- A committee was established and developed a ten-year capital planning report.
- The intent of the report was to review findings and prioritize required repairs, maintenance, and capital projects.
- CMHC has requested a copy of this report.
- The report is intended to be a living document that tracks updates, renovations, completed projects, and emerging needs for the units.



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

- The Board agreed to establish a committee to review and update the report and assist in developing a strategic plan for future capital and maintenance requirements.

9) Confidential Matter: None at this time

10) Correspondence:

11) Discussion:

12) Next meeting will be held on **September 17, 2026 @ 5:30pm Corbeil Park Hall**

13) Adjournment:

Motion #5

That we adjourn this meeting at 7:06 p.m.

Motioned by: Michel Champagne

Seconded by: Madelaine Bos

Moved