



The Municipality of North Perth

PERTH ADULT LIFE CARE RESIDENCES COMMITTEE

Proposed Agenda

Date: Wednesday, March 5, 2025
Time: 9:00 a.m.
Location: Common Room, Perth Meadows

1. REGULAR MEETING:

- 1.1 Call to order
- 1.2 Land Acknowledgement Statement
- 1.3 Approve or amend the Agenda
- 1.4 Disclosure of Pecuniary Interest and the general nature thereof
- 1.5 Adoption of Jan.8 2025 minutes
- 1.6 Business Arising from Minutes
- 1.7 Delegation – None

2. REPORTS

- 2.1 Resident's Report – Diana Turney/Carol Jones
- 2.2 Operations Report – Nicole Johnston, Perth Meadows Coordinator
- 2.3 Financial Report – Jeff Newell – Facilities Manager
 - 2.3.1 Financials
 - 2.3.2 Budget

3. CORRESPONDENCE

- 3.1 None

4. OTHER

- 4.1 None

5. ADJOURNMENT & SET NEXT MEETING DATE

**The Municipality of North Perth
Perth Adult Life Care Residences Committee**

Members of Committee Present:

Lois McLaughlin – Chair
Debb Ritchie – Vice Chair
Carol Jones
Diana Turney
Bert Johnson

Staff of the Municipality of North Perth Present:

Manager of Facilities, Jeff Newell
Steve Wolfe, Facilities
Perth Meadows Coordinator, Nicole Johnston

Absent

Sarah Blazek (Council Rep.)

- 1.1 The meeting called for the Perth Adult Life Care Residences Committee (PALCRC), for the Municipality of North Perth, was held on Wednesday, Jan.8 2025 @ 9:01am in the Common Room at Perth Meadows.
- 1.2 Land Acknowledgement Statement. The Chair stated “We acknowledge that we are on the traditional land of the Anishnaabe people. We wish to recognize the long history of Indigenous People of Canada and show our respect to them today. We recognize their stewardship of the land, may we all live with respect on this land and live in peace and friendship.”
- 1.2 It was moved by: Carol Jones, seconded by Debb Ritchie:
THAT:
The agenda be approved.

CARRIED

- 1.3 There were no declarations of pecuniary interest.
- 1.3 The minutes from the Nov.6, 2024 meeting were reviewed.

It was moved by: Dianna Turney, seconded by Bert Johnson:
THAT:
The minutes from Nov.6, 2024 be adopted as presented.

CARRIED

1.5 Business Arising from Minutes – It was noted that the outdoor Christmas decorations looked great, and the residents really appreciated it.

1.6 Delegation – No delegation.

REPORTS

2.1 **Resident’s Report:** Diana provided her report. It was noted that Jim will replace the batteries in the smoke detectors in the townhomes.

Carol provided her report. The New Year’s Eve party was well attended with 25 people and everyone had a nice time. They are planning a potluck dinner this month, and possibly a pork chop supper next month. It was asked if the area rug in the living room in the Common Room could be replaced, as they believe it is beyond cleaning. It was also asked about cleaning the carpets in the halls. This will be looked into.

2.2 **Operations Report:** Nicole provided her report. Unit 115 and 202 are vacant and we are working through the waiting list. A few more units are expected to become vacant over the next few months – room 211 will be available at the end of the month.

2.3 **Financial Report:**

Jeff reviewed the financial report. There are year end transfers that have not been done yet. Once these have been done, we should be in very good shape from a financial standpoint.

It was moved by Debb Ritchie, seconded by Carol Jones:

THAT:

The PALCR Committee approves the financials be adopted as presented.

CARRIED

2.3.2 Budget – Jeff will present the 2025 budget at the next meeting. Council approved the budget this past Monday night. It was suggested to look into an energy audit as some of the second level units get too hot in the winter, and people open their windows and turn on the A/C to help cool the rooms down. The solar panels were discussed on the roof – it was noted that a company took some of the panels away last summer. Staff will look into this.

3. CORRESPONDENCE: None.

4. Other:

It was moved by: Debb Ritchie, seconded by Diana Turney:

THAT:

The Committee meeting adjourns at 9:40 a.m. The next meeting is scheduled for Wed. Mar. 5, 2025 in the Common Room at Perth Meadows.

CARRIED

Chair

Recording Secretary



Municipality of North Perth

Perth Meadows

Budget VS Actuals

Run Date: 26-Feb-2025

	2025 BUDGET	2025 ACTUALS
08 Perth Meadows		
1000 Facility Administration		
0000 General - Administration		
E Expense		
Staffing Costs		
61600 Salaries Wages Benefits		64
Total Staffing Costs		64
Contracted Third-Party Services		
63000 Third Party Services	3,000	
Total Contracted Third-Party Services	3,000	
Other Expenses		
63800 Connectivity	2,700	220
65000 Miscellaneous	100	
65300 Public Communication	500	
Total Other Expenses	3,300	220
Office & Administration		
63210 Office Supplies	50	
Total Office & Administration	50	
Inter-Departmental Re-Allocations		
94000 Internal Allocations	(757)	
Total Inter-Departmental Re-Allocations	(757)	
Total E Expense	5,593	284
Total for Location	5,593	284
Total 1000 Facility Administration	5,593	284
1040 Facility Maintenance - Administration		
0180 Perth Meadows Townhomes		
R Revenue		
User-Pay Fees		
54000 Sale of Goods - Other	(25,000)	
Total User-Pay Fees	(25,000)	
Rent & Lease		
52600 Rent	(94,487)	(14,524)
52701 Recognized Revenue	(46,500)	
Total Rent & Lease	(140,987)	(14,524)
Total R Revenue	(165,987)	(14,524)
E Expense		
Staffing Costs		



Municipality of North Perth

Perth Meadows

Budget VS Actuals

Run Date: 26-Feb-2025

	2025 BUDGET	2025 ACTUALS
61600 Salaries Wages Benefits	16,653	
Total Staffing Costs	16,653	
Contracted Third-Party Services		
63000 Third Party Services	20,064	8,174
Total Contracted Third-Party Services	20,064	8,174
Maintenance & Repairs		
63300 Repairs & Maintenance	59,000	5,376
Total Maintenance & Repairs	59,000	5,376
Utilities		
63400 Utilities	1,000	88
Total Utilities	1,000	88
Materials & Supplies		
63200 Materials & Supplies	600	204
Total Materials & Supplies	600	204
Other Expenses		
65000 Miscellaneous	500	
Total Other Expenses	500	
Interest Expense		
67000 Interest Expense	6,542	
Total Interest Expense	6,542	
Amortization Expense		
69100 Buildings	85,269	
69300 Roads	4,676	
Total Amortization Expense	89,945	
Inter-Departmental Re-Allocations		
94000 Internal Allocations	27,458	
Total Inter-Departmental Re-Allocations	27,458	
Total E Expense	221,762	13,842
TRF Transfers to Reserve		
Net Transfers		
92000 Transfer from Reserve	(57,174)	
Total Net Transfers	(57,174)	
Total TRF Transfers to Reserve	(57,174)	
Total for Location	(1,399)	(682)
0185 Perth Meadows Suites		
R Revenue		
User-Pay Fees		
54000 Sale of Goods - Other	(25,000)	(18,915)



Municipality of North Perth

Perth Meadows

Budget VS Actuals

Run Date: 26-Feb-2025

	2025 BUDGET	2025 ACTUALS
Total User-Pay Fees	(25,000)	(18,915)
Rent & Lease		
52600 Rent	(339,296)	(52,308)
52701 Recognized Revenue	(130,000)	
Total Rent & Lease	(469,296)	(52,308)
Other Revenue		
59900 Recoveries		(396)
Total Other Revenue		(396)
Total R Revenue	(494,296)	(71,619)
E Expense		
Staffing Costs		
61600 Salaries Wages Benefits	123,137	7,734
Total Staffing Costs	123,137	7,734
Contracted Third-Party Services		
63000 Third Party Services	45,399	8,638
Total Contracted Third-Party Services	45,399	8,638
Maintenance & Repairs		
63300 Repairs & Maintenance	82,550	9,251
Total Maintenance & Repairs	82,550	9,251
Utilities		
63400 Utilities	53,000	2,225
Total Utilities	53,000	2,225
Materials & Supplies		
63200 Materials & Supplies	5,000	1,081
Total Materials & Supplies	5,000	1,081
Other Expenses		
65000 Miscellaneous	1,000	
65050 Payment in Lieu Of Taxes	58,320	
Total Other Expenses	59,320	
Office & Administration		
63220 Cleaning Supplies	1,000	240
Total Office & Administration	1,000	240
Interest Expense		
67000 Interest Expense	13,333	
Total Interest Expense	13,333	
Amortization Expense		
69050 Land Improvements	2,824	
69100 Buildings	94,325	
Total Amortization Expense	97,149	



Municipality of North Perth

Perth Meadows

Budget VS Actuals

Run Date: 26-Feb-2025

	2025 BUDGET	2025 ACTUALS
Inter-Departmental Re-Allocations		
94000 Internal Allocations	(20,084)	
Total Inter-Departmental Re-Allocations	(20,084)	
Total E Expense	459,804	29,169
TRF Transfers to Reserve		
Net Transfers		
91000 Transfer to Reserve		
92000 Transfer from Reserve	30,298	
Total Net Transfers	30,298	
Total TRF Transfers to Reserve	30,298	
Total for Location	(4,194)	(42,450)
Total 1040 Facility Maintenance - Administration	(5,593)	(43,132)
Total 08 Perth Meadows		(42,848)