



The Municipality of North Perth

PERTH ADULT LIFE CARE RESIDENCES COMMITTEE

Proposed Agenda

Date: Wednesday, November 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 Sept. 3, 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
Sarah Blazek (Council Rep.)
Carol Jones
Diana Turney
Bert Johnson

Staff of the Municipality of North Perth Present:

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

Absent

Delegation

Heather Bentley, Perth Meadows resident

- 1.1 The meeting called for the Perth Adult Life Care Residences Committee (PALCRC), for the Municipality of North Perth, was held on Wednesday, May 7, 2025 @ 9:02am 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 May 7, 2025 meeting were reviewed.

It was moved by: Sarah Blazek seconded by Debb Ritchie:
THAT:
The minutes from May 7, 2025 be adopted as presented.

CARRIED

1.5 Business Arising from Minutes – Art project – the hangers have been ordered and have arrived. The project is moving forward.

1.6 Delegation – Heather Bentley, Perth Meadows resident. She has some concerns over the financial items. The fees have increased over \$100 in the past 4 years since she has lived here. Most seniors are on a fixed budget, so this makes it difficult for some people. Bert arrived at 9:05am. She would like to receive financial information to show that these increases are necessary to meet the budget. She would also like to understand how the budgeted numbers are calculated. Dianna arrived at 9:10am. She would like to understand how the reserve fund has a negative balance and would like to know what the plan is to get this reserve fund to a positive balance. She would also like to know if any of the monthly fees go towards the reserve fund. She would like to know where the 5% that is held back when you terminate your unit goes. Is this part of the reserve fund/do they go towards the deficit? Questions about the asset management 10 year plan and how are items being funded. Where do the room rental fees go? On the Committee, there are 2 people who live here, and 4 members of the public. Wondering why there aren't more people who live here on the Committee since they have vested interest. Would like to go over more detailed finance items with the finance department. 2022 there was a huge deficit, wondering what happened to that, and how the budget is balancing.

The fee increases will be addressed at the meeting today – looking at a 2% increase, which follows the Consumer Price Index as an inflationary guideline. There would be an operational deficit if the increase doesn't cover the costs. Reserves are in a deficit and can be in a negative, if there are other cash flow means to support it. Property taxes do not fund Perth Meadows. Any fee increases are a general revenue, and any shortfall comes to or goes to the reserve fund. When the Municipality acquired Perth Meadows in 2011, there were several years with vacancies, starting off with a large deficit. Anything extra goes into reserves after covering all expenses. Ideally, fees should be raised more than the 2%, but at this point, we're sticking with the CPI increase. 2023 audited statements are going to Council tonight and should be produced and provided to the Committees after this takes place. It was requested to make a simplified version of the statements for all of the residents so they can easily understand the statement. The Asset Management Plan was approved in June of 2025, and the ten year Capital plan forecast did not show any major rehabilitation for the building. It was suggested to look into putting a notice on the board for all Perth Meadows meetings.

A reminder that the townhomes need new windows. \$10,000 has been requested on the 2026 budget to put in new windows for some of the townhomes. It was decided that staff would discuss the composition of this Committee with the Clerk to determine if it's possible to have more representation from residents who live here.

REPORTS

2.1 Resident's Report: Diana provided her report. Expressed concerns again about the windows. Complemented the grass and landscaping work that was done this year, the grounds look great. Also complimented the work that Jim did washing down the white siding, it really cleaned things up.

Carol provided her report. She questioned when the roof work will be done. It was noted that it will be happen sometime in the 10 year plan. There is a roof audit that staff are looking into having done, possibly next year. The roof is about 15 years old. It was noted again about receiving a financial report that all of the residents can understand.

2.2 Operations Report: Nicole provided her report. We are currently full! Unit 202 was converted to an affordable unit and closed on Aug.1st. Unit 219 closed on Aug.15th. Townhome #13 closed on July 10th. Townhouse #2 closed on Aug.15th. Unit 204 will be available Sept.30th.

2.3 Financial Report: Jeff reviewed the financial report. It was noted that the sale of goods and others is higher than what was budgeted for, as there has been a lot of turnovers. It was also noted that the third party services are quite a bit higher with snow removal, and the budgeted number was underbudgeted.

It was moved by: Sarah Blazek, seconded by Bert Johnson:

THAT:

The PALCR Committee approves the financials be adopted as presented.

CARRIED

2026 Fee Increase – A 2% increase was suggested for the fees, as well as the purchase price. The purchase price was not increased last year and is being recommended to increase next year.

It was moved by: Debb Ritchie, seconded by Sarah Blazek:

THAT:

The PALCR Committee approves the 2% fee increase as presented and recommends that this be forwarded to North Perth Council for consideration.

CARRIED

3. CORRESPONDENCE: None.
4. Other: Accessible doors are being installed for the Common Rom and Garbage Room doors to help make those two rooms more accessible. We have been trying a few different options for card tables in the Common Room, and trying to satisfy the varying needs of the residents.

It was moved by: Bert Johnson, seconded by Carol Jones

THAT:

The Committee meeting adjourns at 10:05a.m. The next meeting is scheduled for Wed. Nov.5, 2025, in the Common Room at Perth Meadows.

CARRIED

Chair

Recording Secretary

Municipality of North Perth
Perth Meadows Financials - Budget to Actual Comparison
For the Period Ending October 27, 2025

	<u>2025 - YTD</u>	<u>2025 Budget</u>	<u>Utilization</u>
Revenue			
Town Homes			
Monthly Occupancy Charges	72,963.00	94,487.00	77.2%
Portion of Sale of Town Homes (5%)	65,500.00	25,000.00	262.0%
Deferred Revenue Amortization	-	46,500.00	0.0%
	138,463.00	165,987.00	83.4%
Suites			
Monthly Occupancy Charges	274,453.98	339,296.00	80.9%
Portion of Life Lease Turnover Retention (5%)	35,421.25	25,000.00	141.7%
Recovery	2,756.94	130,000.00	2.1%
	312,632.17	494,296.00	63.2%
Total Revenue	<u>451,095.17</u>	<u>660,283.00</u>	<u>68.3%</u>
Expenses			
Administrative			
Wages	12,836.58		100.0%
Contracted Services		3,000.00	0.0%
Office & Administration	2,304.29	3,350.00	68.8%
Internal Allocations	(567.75)	(757.00)	75.0%
	14,573.12	5,593.00	260.6%
Town Homes			
Wages	1,719.51	16,653.00	10.3%
Contracted Services	42,736.60	20,064.00	213.0%
Materials & Supplies	1,209.04	600.00	201.5%
Repairs & Maintenance	21,198.79	59,000.00	35.9%
Utilities	773.79	1,000.00	77.4%
Other		500.00	0.0%
Insurance			0.0%
Interest	2,466.12	6,542.00	37.7%
Depreciation	67,458.75	89,945.00	75.0%
Gains / Losses			0.0%
Transfer to Reserves		(57,174.00)	0.0%
Internal Allocations	31,591.50	27,458.00	115.1%
	169,154.10	164,588.00	102.8%
Suites			
Wages	29,160.08	123,137.00	23.7%
Contracted Services	48,267.20	45,399.00	106.3%
Materials & Supplies	5,643.22	5,000.00	112.9%
Repairs & Maintenance	18,220.23	82,550.00	22.1%
Utilities	61,362.28	53,000.00	115.8%
Insurance			0.0%
Other	947.39	59,320.00	1.6%
Office & Administration	1,052.76	1,000.00	105.3%
Interest	5,026.19	13,333.00	37.7%
Depreciation	72,861.75	97,149.00	75.0%
Transfer to Reserves		30,298.00	0.0%
Internal Allocations	(8,073.75)	(20,084.00)	40.2%
	234,467.35	490,102.00	47.8%
Total Expenses	<u>418,194.57</u>	<u>660,283.00</u>	<u>63.3%</u>
Total Income / (Loss)	<u>32,900.60</u>	<u>-</u>	<u>100.0%</u>

Municipality of North Perth
Perth Meadows Financials - Income Statement
For the Period Ending October 27, 2025

	<u>2025 - YTD</u>	<u>2024</u>	<u>2023</u>
Revenue			
Town Homes			
Monthly Occupancy Charges	72,963.00	85,079.00	83,352.00
Portion of Sale of Town Homes (5%)	65,500.00	66,500.00	7,291.25
Deferred Revenue Amortization	-	46,500.00	46,500.00
	<u>138,463.00</u>	<u>198,079.00</u>	<u>137,143.25</u>
Suites			
Monthly Occupancy Charges	274,453.98	324,131.50	319,969.50
Portion of Life Lease Turnover Retention (5%)	35,421.25	35,421.25	-
Recovery	2,756.94	1,165.00	1,603.45
	<u>312,632.17</u>	<u>360,717.75</u>	<u>321,572.95</u>
Total Revenue	<u>451,095.17</u>	<u>558,796.75</u>	<u>458,716.20</u>
Expenses			
Administrative			
Wages	12,836.58	3,689.20	4,031.44
Contracted Services		-	1,551.84
Office & Administration	2,304.29	2,983.75	408.19
Internal Allocations	(567.75)	(734.00)	(6,350.00)
	<u>14,573.12</u>	<u>5,938.95</u>	<u>(358.53)</u>
Town Homes			
Wages	1,719.51	5,002.98	5,664.32
Contracted Services	42,736.60	16,518.19	7,767.44
Materials & Supplies	1,209.04	1,745.28	867.76
Repairs & Maintenance	21,198.79	18,831.37	28,801.91
Utilities	773.79	846.71	832.46
Other			
Insurance		14,101.79	10,521.60
Interest	2,466.12	6,888.15	7,272.52
Depreciation	67,458.75	94,310.55	89,945.86
Gains / Losses		-	19,999.97
Transfer to Reserves		(1,022.09)	(71,855.34)
Internal Allocations	31,591.50	27,117.00	27,117.00
	<u>169,154.10</u>	<u>184,339.93</u>	<u>126,935.50</u>
Suites			
Wages	29,160.08	40,949.21	33,745.88
Contracted Services	48,267.20	34,347.60	41,026.93
Materials & Supplies	5,643.22	6,633.15	7,935.50
Repairs & Maintenance	18,220.23	15,438.51	13,682.80
Utilities	61,362.28	68,368.11	50,768.52
Insurance		11,429.36	9,999.52
Other	947.39	65,789.79	62,325.33
Office & Administration	1,052.76	-	-
Interest	5,026.19	14,038.68	14,822.09
Depreciation	72,861.75	99,321.48	99,523.83
Transfer to Reserves		(550.08)	(13,280.90)
Internal Allocations	(8,073.75)	(19,967.00)	(19,967.00)
	<u>234,467.35</u>	<u>335,798.81</u>	<u>300,582.50</u>
Total Expenses	<u>418,194.57</u>	<u>526,077.69</u>	<u>427,159.47</u>
Total Income / (Loss)	<u>32,900.60</u>	<u>32,719.06</u>	<u>31,556.73</u>

Municipality of North Perth
Perth Meadows Financials - Balance Sheet
For the Period Ending October 27, 2025

	<u>2025 - YTD</u>	<u>2024</u>	<u>2023</u>
Assets			
Accounts Receivable	(0.40)	(1,098.00)	(997.80)
Land	366,622.17	366,622.17	366,622.17
Buildings	8,703,165.49	8,703,165.49	8,703,165.49
Equipment	45,682.08	45,682.08	-
Roads	93,529.50	93,529.50	93,529.50
Accumulated Amortization	(2,524,795.92)	(2,524,795.92)	(2,331,163.88)
Due To/From Tax Fund	5,685,942.75	5,533,548.47	5,422,077.68
Total Assets	12,370,145.67	12,216,653.79	12,253,233.16
Liabilities			
Deposit	1,885.50	1,885.50	3,064.91
Loan Payable	536,128.80	552,937.52	585,656.58
Deferred Revenue	1,898,201.31	1,884,040.06	1,939,382.56
Buyback Obligation	4,907,913.75	4,784,675.00	4,784,983.75
Investment in TCA	6,131,265.82	6,131,265.82	6,246,496.70
Reserves	(1,105,249.51)	(1,138,150.11)	(1,306,351.34)
Total Liabilities	12,370,145.67	12,216,653.79	12,253,233.16