

**Strathroy Caradoc Housing Corporation  
Agenda**

**Monday July 21 2025**

**4:30 pm**

**Committee Room**

**Strathroy-Caradoc Municipal Office**

**52 Frank Street**

**Strathroy, ON**

1. Roll Call

2. Approval of Agenda

Recommendation

**THAT:** the July 21 2025 - Strathroy Caradoc Housing Corporation Meeting Agenda be approved as circulated.

3. Declaration of Pecuniary Interest

4. Approval of Minutes

Recommendation

**THAT:** the following Meeting Minutes be approved as written:

Strathroy Caradoc Housing Corporation Meeting Minutes June 16 2025

5. Financial Matters

5.1 Accounts

Recommendation

**THAT:** the June 16 2025 - Cheque Detail Report be received for information.

5.1.1 Cheque Detail – June 2025

5.2 Financial Reports

**THAT:** the June 2025 Financial Reports be received for information.

5.2.1. SCHC – June 2025 – Balance Sheet

5.2.2. SCHC – June 2025 - Budget VS Actual

5.2.3. SCHC – June 2025 - Profit and Loss

5.2.4. SCHC – June 2025 – Trial Balance

6. Property Manager Report
7. Caradoc Place
  - 7.1 Deficiencies
8. Other Business
  - 8.1 Rental rates – CMHC
  - 8.2 Property Management – Contract
9. In Camera Matters

One item pursuant to Section 239 2 k of the Municipal Act, 2001, as amended,  
“ *a position, plan, procedure, criteria or instructions to be applied to negotiations*”
10. Report on In Camera Matters

Schedule of Meetings

- TBD

Adjournment

Recommendation

**THAT:** the July 2025 - Strathroy Caradoc Housing Corporation Meeting adjourn  
at \_\_\_\_\_.

**Strathroy Caradoc Housing Corporation  
Minutes**

**Monday June 16 2025**

**4:30 pm**

**Committee Room**

**Strathroy-Caradoc Municipal Office**

**52 Frank Street**

**Strathroy, ON**

1. Roll Call

2. Approval of Agenda

Recommendation

**THAT:** the June 16 2025 - Strathroy Caradoc Housing Corporation Meeting Agenda be approved as circulated.

Moved by Pelkman

Second by McGuire

**CARRIED**

3. Declaration of Pecuniary Interest

NONE

4. Approval of Minutes

Recommendation

**THAT:** the following Meeting Minutes be approved as written:

Strathroy Caradoc Housing Corporation Meeting Minutes April 15 2025

Moved by McGuire

Second by Grantham

**CARRIED**

5. Financial Matters

5.1 Accounts

Recommendation

**THAT:** the May 2025 - Cheque Detail Report be received for information.

Moved by Pelkman

Second by McGuire  
**CARRIED**

5.1.1 Cheque Detail – Mayl 2025

5.2 Financial Reports

**THAT:** the May 2025 Financial Reports be received for information.

5.2.1. SCHC – May 2025 – Balance Sheet

5.2.2. SCHC – May 2025 - Budget VS Actual

5.2.3. SCHC – May 2025 - Profit and Loss

5.2.4. SCHC – May 2025 – Trial Balance

Moved by Grantham  
Second by McGuire  
**CARRIED**

6. Property Manager Report

None

7. Caradoc Place

7.1 Deficiencies

8. Other Business

8.1 Local Board

Motion by McGuire  
Second by Pelkman  
**CARRIED**

*THAT: Strathroy Caradoc Housing Corporation (SCHC) that Strathroy-Caradoc Council has recognized that SCHC is a Local Board as designated by the Municipal Act.*

*THEREFORE: SCHC accepts that it is a Local Board and shall operate as a Local Board pursuant to the Municipal Act*

8.2 Rental rates – CMHC

8.3 Property Management – Contract

8.4 AGM date

*Items 8.4, 8.5 and 8.6 were deferred until Local Board is established by Council*

8.5 Loan repayment

8.6 2025 Budget presentation to Council ( Operating and Capital )

9. In Camera Matters

NONE

8. Schedule of Meetings

- TBD

9. Adjournment

Recommendation

**THAT:** the June 2025 - Strathroy Caradoc Housing Corporation Meeting adjourn at 5:00 pm .

## Caradoc Housing Corporation

## Balance Sheet

As of 30 June 2025

	30 Jun 25
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Chequing/Savings</b>	
1001 · Bank Account - Bank of Montreal	683,655.27
1002 · Replacement Reserve Fund - BoM	5,728.46
1004 · FN Property Tax Escrow	49,730.16
<b>Total Chequing/Savings</b>	739,113.89
<b>Accounts Receivable</b>	
1120 · HST RECEIVABLE YE	1,210,632.13
1200 · Accounts Receivable	-89.34 {1}
<b>Total Accounts Receivable</b>	1,210,542.79
<b>Other Current Assets</b>	
1005 · Op Fund - Due to Rep Res Fund	-274,630.30
1006 · Rep Res Fund - Due from Op Fund	274,630.30
12000 · Undeposited Funds	-595.88
12100 · Mortgage Holdbacks Receivable	362,270.00
1215 · Due from Tempo Developments	2,135.00 {2}
<b>Total Other Current Assets</b>	363,809.12
<b>Total Current Assets</b>	2,313,465.80
<b>Fixed Assets</b>	
1808 · Bldg's & Land - Caradoc Place	11,561,291.02
1809 · AA - Bldg's - Caradoc Place	-115,612.91
1810 · Bldg's & Land - Parkview Manor	520,227.00
1811 · AA - Bldg's - Parkview Manor	-520,227.00
1812 · ARO - Asset	18,485.98
1813 · ARO - Asset Accumulated Amort	-18,485.98
<b>Total Fixed Assets</b>	11,445,678.11
<b>TOTAL ASSETS</b>	<b>13,759,143.91</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2100 · Accounts Payable	9,062.57
<b>Total Accounts Payable</b>	9,062.57
<b>Other Current Liabilities</b>	
2300 - Due to Strathroy-Caradoc	3,100,000.00
2102 · Rent Deposits on Hand	
2102.1 · Rent Deposits on Hand - PM	10,044.04
2102.2 · Rent Deposits on Hand - CP	48,283.78
<b>Total 2102 · Rent Deposits on Hand</b>	58,327.82
2103 · Security Key Deposit	
2103.1 · Security Key Deposit - PM	79.89
2103.2 · Security Key Deposit - CP	2,280.45
<b>Total 2103 · Security Key Deposit</b>	2,360.34
2110 · Accrued Liabilities	7,875.00
2115 · Subsidy Payable	12,041.00
25500 · GST/HST Payable	-14,860.35
<b>Total Other Current Liabilities</b>	3,165,743.81
<b>Total Current Liabilities</b>	3,174,806.38

8:57 AM

2025-07-08

Accrual Basis

## Caradoc Housing Corporation

### Balance Sheet

As of 30 June 2025

	30 Jun 25
Long Term Liabilities	
2600 · Asset Retirement Obligation	68,315.40
2610 · Mortgage Payable-First National	7,791,045.27
Total Long Term Liabilities	7,859,360.67
Total Liabilities	11,034,167.05
Equity	
2620 · REPLACEMENT RESERVE FUND - BD0	248,069.00
2625 · Replacement Reserve Interest	32,289.76
2650 · Replacement Reserve Fund	-27,294.00
30000 · Opening Balance Equity	-62,513.40
32000 · Retained Earnings	2,430,775.04
Net Income	103,650.46
Total Equity	2,724,976.86
TOTAL LIABILITIES & EQUITY	13,759,143.91

{1} Accounts receivable consists of NSF rent payments from 2 tenants, totaling \$2,095.66, net of a July 1st rent payment paid in advance. Note - 1 tenant is on a payment plan to repay outstanding amount.

{2} Due from Tempo consists of tenant payments collected by Tempo, not yet sent to CHC.

Caradoc Housing Corporation  
Cheque Detail  
10 June through 4 July 2025

	Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
TOTAL	Cheque		2025-06-13			1001 · Bank Account - Bank of Montreal		- 0.51
						5190 · Miscellaneous Expense	- 0.51	0.51
							- 0.51	0.51
TOTAL	Bill Pmt -Cheque	Debit	2025-06-16	Entegrus/MPDC		1001 · Bank Account - Bank of Montreal		- 1,557.14
	Bill	4/23-5/22 Hydro PM	2025-05-22			5390 · Hydro	- 1,378.00	1,558.70
				Receiver General	HST (ON) (ITC) (HST (ON) on purchases (Input Tax Credit))	25500 · GST/HST Payable	- 179.14	202.63
							- 1,557.14	1,761.33
TOTAL	Bill Pmt -Cheque	Debit	2025-06-25	Waste Management		1001 · Bank Account - Bank of Montreal		- 1,224.60
	Bill	1363178-0255-3	2025-06-04			5370 · Waste Removal (bin fees)	- 1,083.72	1,083.72
				Receiver General	HST (ON) (ITC) (HST (ON) on purchases (Input Tax Credit))	25500 · GST/HST Payable	- 140.88	140.88
							- 1,224.60	1,224.60
TOTAL	Bill Pmt -Cheque	Debit	2025-06-30	Municipality of Strathroy-Caradoc		1001 · Bank Account - Bank of Montreal		- 2,126.83
	Bill	June Prop Tax PAP PM	2025-06-30			5130 · Property Taxes	- 2,126.83	2,126.83
							- 2,126.83	2,126.83
TOTAL	Bill Pmt -Cheque	Debit	2025-07-02	Bell Canada		1001 · Bank Account - Bank of Montreal		- 71.37
	Bill	X012744015250613	2025-06-13			5090 · Telephone, Intercom & Internet	- 60.76	60.76
				Receiver General	HST (ON) (ITC) (HST (ON) on purchases (Input Tax Credit))	25500 · GST/HST Payable	- 7.90	7.90
TOTAL	Bill	X000008836250613	2025-06-13			5090 · Telephone, Intercom & Internet	- 2.40	2.40
				Receiver General	HST (ON) (ITC) (HST (ON) on purchases (Input Tax Credit))	25500 · GST/HST Payable	- 0.31	0.31
							- 71.37	71.37
TOTAL	Bill Pmt -Cheque	Debit	2025-07-02	First National LP		1001 · Bank Account - Bank of Montreal		- 36,794.00
	Bill	01072025 FN loan pmt	2025-07-01			1004 · FN Property Tax Escrow	- 5,180.00	5,180.00
						5120 · Mortgage Interest	- 27,607.27	27,607.27
TOTAL						2610 · Mortgage Payable-First National	- 4,006.73	4,006.73
							- 36,794.00	36,794.00
TOTAL	Bill Pmt -Cheque	2841	2025-07-04	Abell Pest Control Inc.		1001 · Bank Account - Bank of Montreal		- 169.59
	Bill	A7026291	2025-06-11			5311 · Pest control	- 98.00	98.00
				Receiver General	HST (ON) (ITC) (HST (ON) on purchases (Input Tax Credit))	25500 · GST/HST Payable	- 12.74	12.74
TOTAL	Bill	A6996269	2025-06-11			5311 · Pest control	- 52.08	52.08
				Receiver General	HST (ON) (ITC) (HST (ON) on purchases (Input Tax Credit))	25500 · GST/HST Payable	- 6.77	6.77
							- 169.59	169.59



Caradoc Housing Corporation  
Cheque Detail  
10 June through 4 July 2025

	Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
	Bill Pmt -Cheque	2842	2025-07-04	Sanitary Sewer Cleaning Co. Ltd.		1001 · Bank Account - Bank of Montreal	-	1,057.67
TOTAL	Bill	38014	2025-06-12	Receiver General	HST (ON) (ITC) (HST (ON) on purchases (Input Tax Credit))	5340 · Plumbing	- 935.99	935.99
						25500 · GST/HST Payable	- 121.68	121.68
							- 1,057.67	1,057.67
	Bill Pmt -Cheque	2843	2025-07-04	Super Save Disposal Inc. (ON)		1001 · Bank Account - Bank of Montreal	-	240.35
TOTAL	Bill	7035888-053125	2025-05-31	Receiver General	HST (ON) (ITC) (HST (ON) on purchases (Input Tax Credit))	5370 · Waste Removal (bin fees)	- 212.70	212.70
						25500 · GST/HST Payable	- 27.65	27.65
							- 240.35	240.35
	Bill Pmt -Cheque	2844	2025-07-04	Tram Mobility Lifts		1001 · Bank Account - Bank of Montreal	-	510.00
TOTAL	Bill	062525	2025-06-25			5320 · Elevators/Lifts	- 510.00	510.00
							- 510.00	510.00
	Bill Pmt -Cheque	2845	2025-07-04	Tri-Township Arena		1001 · Bank Account - Bank of Montreal	-	1,631.72
TOTAL	Bill	13698	2025-05-31			5350 · Grounds	- 45.60	45.60
						5350 · Grounds	- 364.80	364.80
						5370 · Waste Removal (bin fees)	- 182.40	182.40
						5350 · Grounds	- 275.00	275.00
						5350 · Grounds	- 365.00	365.00
						5350 · Grounds	- 75.60	75.60
						5350 · Grounds	- 135.60	135.60
				Receiver General	HST (ON) (ITC) (HST (ON) on purchases (Input Tax Credit))	25500 · GST/HST Payable	- 187.72	187.72
							- 1,631.72	1,631.72

9:12 AM

2025-07-08

Accrual Basis

## Caradoc Housing Corporation

## Profit &amp; Loss

(YTD)

January through June 2025

	Caradoc Place - 22645 Adelaide	Parkview Manor - 2500 Queen St	TOTAL
<b>Income</b>			
4100 · Market Rent - 1 Bedroom	125,125.00	38,844.00	163,969.00
4150 · Market Rent - 2 Bedroom	102,193.75	15,294.00	117,487.75
4200 · Affordable Rent	62,838.00	5,653.50	68,491.50
4370 · Laundry Revenue	3,357.80	593.35	3,951.15
4375 · Parking Revenue	9,300.00	0.00	9,300.00
4376 · Storage Locker Revenue	1,450.00	0.00	1,450.00
4390 · Miscellaneous Income	40.16	0.00	40.16
4395 · Interest Income	0.00	12,138.93	12,138.93
4405 · Returned Cheque Charges	40.00	0.00	40.00
<b>Total Income</b>	<b>304,344.71</b>	<b>72,523.78</b>	<b>376,868.49</b>
<b>Gross Profit</b>	<b>304,344.71</b>	<b>72,523.78</b>	<b>376,868.49</b>
<b>Expense</b>			
5050 · Property Management Fee	23,678.71	3,780.00	27,458.71
5070 · Audit & Accounting Fees	4,280.00	4,280.00	8,560.00
5090 · Telephone, Intercom & Internet	0.00	343.34	343.34
5120 · Mortgage Interest	138,247.55	0.00	138,247.55
5130 · Property Taxes	22,747.22	12,760.98	35,508.20
5190 · Miscellaneous Expense	21.31	3.23	24.54
5211 · Cleaning	4,760.00	2,295.00	7,055.00
5220 · Security Tenant	0.00	50.00	50.00
5310 · Bldg & Equip Maint.	691.15	0.00	691.15
5311 · Pest control	104.16	588.00	692.16
5320 · Elevators/Lifts	2,320.00	1,750.00	4,070.00
5330 · Electrical	0.00	150.00	150.00
5340 · Plumbing	0.00	1,524.01	1,524.01
5350 · Grounds	7,696.20	4,277.60	11,973.80
5360 · Painting	0.00	126.83	126.83
5370 · Waste Removal (bin fees)	3,733.97	1,063.50	4,797.47
5380 · Security & Fire Systems	1,058.00	0.00	1,058.00
5390 · Hydro	17,670.52	9,756.23	27,426.75
5395 · Fuel/Gas	0.00	172.14	172.14
5400 · Water & Sewage	1,574.85	1,713.53	3,288.38
9999 · SUSPENSE HOLDING ACCOUNT	0.00	0.00	0.00
<b>Total Expense</b>	<b>228,583.64</b>	<b>44,634.39</b>	<b>273,218.03</b>
<b>Net Income</b>	<b>75,761.07</b>	<b>27,889.39</b>	<b>103,650.46</b>

9:14 AM

## Caradoc Housing Corporation

## Profit &amp; Loss

2025-07-08

June 2025

Accrual Basis

	Caradoc Place - 22645 Adelaide	Parkview Manor - 2500 Queen St	TOTAL
<b>Income</b>			
4100 · Market Rent - 1 Bedroom	17,875.00	6,474.00	24,349.00
4150 · Market Rent - 2 Bedroom	16,600.00	2,549.00	19,149.00
4200 · Affordable Rent	9,688.00	942.25	10,630.25
4375 · Parking Revenue	1,550.00	0.00	1,550.00
4376 · Storage Locker Revenue	300.00	0.00	300.00
4395 · Interest Income	0.00	2,008.06	2,008.06
4405 · Returned Cheque Charges	40.00	0.00	40.00
<b>Total Income</b>	<b>46,053.00</b>	<b>11,973.31</b>	<b>58,026.31</b>
<b>Gross Profit</b>	<b>46,053.00</b>	<b>11,973.31</b>	<b>58,026.31</b>
<b>Expense</b>			
5050 · Property Management Fee	0.00	630.00	630.00
5090 · Telephone, Intercom & Internet	0.00	63.16	63.16
5120 · Mortgage Interest	27,621.41	0.00	27,621.41
5130 · Property Taxes	0.00	2,126.83	2,126.83
5190 · Miscellaneous Expense	0.00	0.51	0.51
5311 · Pest control	52.08	98.00	150.08
5320 · Elevators/Lifts	0.00	510.00	510.00
5340 · Plumbing	0.00	935.99	935.99
5350 · Grounds	729.80	275.00	1,004.80
5370 · Waste Removal (bin fees)	1,311.72	0.00	1,311.72
5390 · Hydro	959.79	999.59	1,959.38
5395 · Fuel/Gas	0.00	31.88	31.88
5400 · Water & Sewage	0.00	1,332.60	1,332.60
<b>Total Expense</b>	<b>30,674.80</b>	<b>7,003.56</b>	<b>37,678.36</b>
<b>Net Income</b>	<b>15,378.20</b>	<b>4,969.75</b>	<b>20,347.95</b>

# Caradoc Housing Corporation

## Trial Balance

As of 30 June 2025

	30 Jun 25	
	Debit	Credit
1001 · Bank Account - Bank of Montreal	683,655.27	
1002 · Replacement Reserve Fund - BoM	5,728.46	
1004 · FN Property Tax Escrow	49,730.16	
1120 · HST RECEIVABLE YE	1,210,632.13	
1200 · Accounts Receivable		89.34
1005 · Op Fund - Due to Rep Res Fund		274,630.30
1006 · Rep Res Fund - Due from Op Fund	274,630.30	
12000 · Undeposited Funds		595.88
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1215 · Due from Tempo Developments	2,135.00	
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1809 · AA - Bldg's - Caradoc Place		115,612.91
1810 · Bldg's & Land - Parkview Manor	520,227.00	
1811 · AA - Bldg's - Parkview Manor		520,227.00
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1813 · ARO - Asset Accumulated Amort		18,485.98
2100 · Accounts Payable		9,062.57
2300 · Due to Strathroy-Caradoc		3,100,000.00
2102 · Rent Deposits on Hand:2102.1 · Rent Deposits on Hand - PM		10,044.04
2102 · Rent Deposits on Hand:2102.2 · Rent Deposits on Hand - CP		48,283.78
2103 · Security Key Deposit:2103.1 · Security Key Deposit - PM		79.89
2103 · Security Key Deposit:2103.2 · Security Key Deposit - CP		2,280.45
2110 · Accrued Liabilities		7,875.00
2115 · Subsidy Payable		12,041.00
25500 · GST/HST Payable	14,860.35	
2600 · Asset Retirement Obligation		68,315.40
2610 · Mortgage Payable-First National		7,791,045.27
2620 · REPLACEMENT RESERVE FUND - BDO		248,069.00
2625 · Replacement Reserve Interest		32,289.76
2650 · Replacement Reserve Fund	27,294.00	
30000 · Opening Balance Equity	62,513.40	
32000 · Retained Earnings		2,430,775.04
4100 · Market Rent - 1 Bedroom		163,969.00
4150 · Market Rent - 2 Bedroom		117,487.75
4200 · Affordable Rent		68,491.50
4370 · Laundry Revenue		3,951.15
4375 · Parking Revenue		9,300.00
4376 · Storage Locker Revenue		1,450.00
4390 · Miscellaneous Income		40.16
4395 · Interest Income		12,138.93
4405 · Returned Cheque Charges		40.00
5050 · Property Management Fee	27,458.71	
5070 · Audit & Accounting Fees	8,560.00	
5090 · Telephone, Intercom & Internet	343.34	

Caradoc Housing Corporation  
**Trial Balance**  
As of 30 June 2025

		30 Jun 25	
		Debit	Credit
5120 · Mortgage Interest		138,247.55	
5130 · Property Taxes		35,508.20	
5190 · Miscellaneous Expense		24.54	
5211 · Cleaning		7,055.00	
5220 · Security Tenant		50.00	
5310 · Bldg & Equip Maint.		691.15	
5311 · Pest control		692.16	
5320 · Elevators/Lifts		4,070.00	
5330 · Electrical		150.00	
5340 · Plumbing		1,524.01	
5350 · Grounds		11,973.80	
5360 · Painting		126.83	
5370 · Waste Removal (bin fees)		4,797.47	
5380 · Security & Fire Systems		1,058.00	
5390 · Hydro		27,426.75	
5395 · Fuel/Gas		172.14	
5400 · Water & Sewage		3,288.38	
TOTAL		15,066,671.10	15,066,671.10