

*New Discovery Homeowners' Association (NDHA)*

*Annual General Meeting*

*Meeting Minutes*

Date: **September 18, 2007**

Time: **7:05 p.m. to 8:45 p.m.**

Location: **Webber Academy, 1515 – 93 Street S.W.**

Type of Meeting: **Annual General Meeting**

Chair: **Tracey Mattson (President)**

Minutes: **Bob Morrison**

Attendance: 68 present  
149 households represented by proxy

- I. **Call to order:** The meeting began at 7:05 p.m.
- II. **Quorum:** Quorum was reached through member households represented at the meeting or through proxy.
- III. **Welcome:** Tracey Mattson, President, welcomed those who were in attendance, including Alderman Craig Burrows, Steve Wheatcroft, Scott Marshall, and Kevin Paschal from ULS, and Victor Cui from the City of Calgary.

Tracey reviewed the multiple methods used to provide notification of the meeting and who is eligible to attend and vote at an annual general meeting. She noted that no special items had been brought forward to be considered.

- IV. **Review of Past Accomplishments:** Tracey outlined the history of the NDHA and the goals achieved since the Discovery Ridge community assumed responsibility for operation of the Association in June, 2006. She introduced the residents who have volunteered their time and thanked them for their hard work, patience, and determination.
- V. **Finance Committee:** Randy Pasay, Treasurer, reviewed the financial tasks the NDHA has been working on since June, 2006. He highlighted the success in creating a reliable data base of residences, mailing statements and invoices, establishing budget, bookkeeping, and audit procedures, and setting up a fee-collection system. In reviewing the NDHA's balance sheet and budget, he noted that revenue is in line with expenditures and the Board does not anticipate a need for a fee increase for several years.

In response to questions from the floor, Randy explained that:

- Payment of the annual association fee is required for all residences in Discovery Ridge. Any payments in arrears can not be added to the homeowner's tax bill, but instead are an encumbrance on the property.
- When the NDHA begins actively collecting on overdue accounts, it is expected that accounts receivables will be reduced to less than 5% of annual revenue.

- VI. **Landscape Committee:** Will Wagner, Secretary, outlined the many landscaping accomplishments since June, 2006. These include establishing a fixed budget, managing an extensive supplier evaluation and contract process, and creating a landscape plan that focuses on the needs of the entire community. He noted that, working under the NDHA's stewardship agreement with the City of Calgary, volunteers have visited and evaluated pretty much every foot of green space in Discovery Ridge. In terms of green space maintenance, ULS has so far this year put in approximately 4,500 person-hours of work.

In response to questions from the floor, Will and Steve Wheatcroft (resident and ULS owner) explained that:

- Much of the community's green spaces are designated as natural areas where pesticide spraying is not allowed. For other areas, an integrated pesticide management program is followed that balances weed control with other factors such as impact on the City's drinking water supply.
- Maintaining trees is an ongoing challenge in an urban area with a primarily clay base and limited room for root growth. There are some things that can be done to improve the situation (e.g., planting trees less deeply), but a short-life span for some trees is a reality.
- The rock formation below the stormwater pond is not a waterfall. The waterfall and surrounding green space has not been turned over to the City by United Communities so the NDHA can not take over maintenance.
- The soccer field near the commercial area is primarily on land owned by the Calgary Board of Education. The CBE is quite strict about what can be done to their land.
- Controlling temporary signs along the roads is an issue that is being looked after by the Community Association.
- Green spaces in Phase 4 (as well as Phases 5 and 10) have not been turned over to the City. Their maintenance is the responsibility of United Communities.

**VII. Board Nominations:** The following residents volunteered to serve on the NDHA Board until the next annual general meeting:

Roni Haugen  
Mark Kirkpatrick  
Bonnie Krochak  
Shelley Larose  
Tracey Matson

Michael Mercier  
Bob Morrison  
Eric Muller  
Ron Parisien  
Randy Pasay

**VIII. Landslide Along Discovery Ridge Boulevard:** Victor Cui from the City of Calgary provided an update on the landslide. The landslide was caused by seepage along the slope. There is no immediate danger to houses. The cost of repairs has been shared by United and the City. Within the next week, the repairs should be completed.

In response to questions from the floor, Victor said:

- Planting trees might help stabilize the slope, but it is his understanding that natural grass will be planted.

**IX. Question Period:** The following information was provided in response to questions:

- The frequency of mowing by ULS is monthly for fire breaks and for all other areas weekly until September and bi-weekly after that.
- The annual fee is collected from homeowners in phases with green spaces that have not been turned over to the City.
- Homeowners in the Greenboro development and any development east of Phase 1 will be required to pay the annual fee.
- The Griffith home will remain.
- Concerns about the traffic circle should be directed to the Community Association.
- People were encouraged to become involved in the public review of the proposed changes to the transmission line through Griffith Woods.
- The stormwater pond below Phase 8 or any other water body in the area can not be stocked with fish because those water bodies are connected to the Elbow River.

**X. Adjournment:** The meeting was adjourned at 8:45 p.m.