

*New Discovery Homeowners' Association (NDHA)*

*Annual General Meeting*

*Meeting Minutes*

Date: **December 15, 2008**

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

Location: **Westside Kings Church, 3939 – 69 Street S.W.**

Type of Meeting: **Annual General Meeting**

Chair: **Randy Pasay (President)**

Minutes: **Bob Morrison**

Attendance: 33 present  
220 residences represented by proxy

- I. **Call to order:** The meeting began at 7:05 p.m.
- II. **Quorum:** Quorum was reached through members present at the meeting or through proxy.
- III. **Welcome:** Randy Pasay, President, welcomed those who were in attendance and reviewed who is eligible to attend and vote at an annual general meeting.
- IV. **Review of Past Accomplishments:** Randy reviewed the history of the NDHA and acknowledged the residents who have volunteered their time and expertise. He noted that among the highlights from this year were re-design of the beds in the median at the entrance to the community and the establishment of the collection policy.
- V. **Finance Committee:** Ron Parisien, Treasurer, reviewed the success in converting to a more efficient accounting system, creating a registry of members, and collecting on outstanding accounts. He presented the 2007 financial report, noting that the audit for 2007 is still in progress. He commented that administrative expenses were 7% of total expenses in 2007 and are expected to be 3% in 2008.
- VI. **Landscape Committee:** Shelley Larose, Vice President, said that 2008 was a very exciting and challenging year. She reported that all areas of the community built by the Developer have received a Final Acceptance Certificate (FAC) from the City. The green spaces in those areas previously without an FAC will now be maintained by the NDHA.

Shelley highlighted the work that has been done on maintaining and improving the green spaces. The re-design of the beds in the median has enhanced the attractiveness of the entrance to the community and will reduce maintenance so that the cost of the re-design of the median will be recovered in approximately five years. ULS Landscaping continued regular maintenance, including the thistle and weed control program and replacement of dead and damaged trees. The thistle and weed control program will take several years to complete and a new approach is needed in locations where dead trees have been replaced twice. The NDHA also continued to clear snow from the pathways and put up the winter lights.

Shelley noted that residents' comments on landscaping are very important, as are efforts of those who volunteer their time to help manage the NDHA's affairs. In terms of next year's work on the green spaces, the landscaping contract needs to be renewed, but no other major initiatives are planned.

Shelley concluded by thanking Randy Pasay for his leadership and perseverance as President.

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

Michael Mercier  
Bob Morrison  
Eric Muller

Randy Pasay  
Ron Parisien

Randy Pasay moved that those residents be approved as Directors of the NDHA. Eric Muller seconded the motion. It was approved unanimously.

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

- The annual general meeting occurred this late in the year because the Board wanted to try to have the audit completed in time to present it to members. It would be good to have the annual general meeting in the spring if the financial information from the previous year is finalized by then.
- The Discovery Ridge Community Association, not the NDHA, is responsible for handling issues related to the proposed ring road. The DRCA has a committee dealing with that issue.
- The NDHA is responsible for maintaining some fences in the community, but most fences adjacent to public areas (such as along Highway 8) are on private land and the responsibility of the homeowner. The NDHA has agreed that it will take care of graffiti on the public side of those fences.
- The NDHA is not responsible for maintaining "natural areas" in the community. Natural areas are those areas that are not mowed in the summer. A plan for appropriate use of public spaces is being developed by a committee of the DRCA that will deal with issues such as new, unauthorized paths being created.
- If there were another slope failure, the City would be responsible for fixing it.
- Michael Mercier will let the City know that, in an emergency, it may no longer be possible for emergency vehicles to pass through the gate at the end of Phase 10.
- Removal of garbage in the area at the west end of Phase 10 was not previously the responsibility of the NDHA, but will be next year since the FAC for Phase 10 has been issued.
- The City's 3-1-1 line should be called if there are problems such as illegal dumping, excessive speeding, and slope failures. 3-1-1 has always been responsive. If there are safety concerns, these should be identified since the City takes safety issues very seriously.
- The NDHA is looking at the option of paying fees on-line, but needs to maintain security and keep costs down. On-line payment through banks may be an option.

**IX. Adjournment:** The meeting was adjourned at 8:05 p.m.