

New Discovery Homeowners' Association (NDHA)

Meeting Minutes

Date: **June 2, 2010**

Type of Meeting: **Annual General Meeting**

Time: **7:15 p.m. to 8:25 p.m.**

Chair: **Judy Collins, President**

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

Minutes: **Bob Morrison, Secretary**

Attendance: 26 members represented in person (29 residents in total)

144 members represented by proxy

1 guest

- I. Call to order:** The meeting began at 7:15 p.m.
- II. Quorum:** Quorum was reached through members present at the meeting or through proxy.
- III. Welcome:** Judy Collins, President, welcomed those who were in attendance and reviewed who is eligible to attend and vote at an annual general meeting.

Judy reviewed the history of the NDHA, acknowledged the residents who have volunteered their time and expertise, and introduced Erin Faupel representing ULS Maintenance & Landscaping.

- IV. Finance Committee:** Ron Parisien, Treasurer, outlined the financial activities since the last Annual General Meeting. Invoices were sent to all members in early February and the Members' Registry was continually updated to reflect current homeowners. The Collection Policy continues to be enforced and the Finance Committee has begun the process of drafting a Capital Plan to guide future budgets.

Ron reviewed the Association's Balance Sheet and Statement of Operations. As of the end of 2009, net assets were \$656,005. Accounts receivable has been reduced to \$43,781 from \$110,398 at the end of 2008, demonstrating the success of the Association's Collection Policy. The largest portion of annual receipts continues to be used for ongoing maintenance of the common areas. Administrative expenses amounted to 5% of total invoiced fees. The audited financial statements for 2009 are posted on the Association's website www.ndha.ca.

Looking forward, the budget for the coming year is \$542,484 with a projected deficit of \$45,219 that will be financed from surplus cash balances. Future financial issues include finalizing and approving a Capital Plan, continuing to implement the Collection Policy, and starting the 2011 budget. In terms of collections, only 76 accounts (<5%) were in arrears at the end of 2009.

- V. Landscape Committee:** Michael Mercier, Vice President, reviewed landscaping activities over the past year. 2009 saw over 4,000 work hours of landscape contract work maintaining the green spaces in the community.

The garbage receptacles installed by the NDHA have been well used. The Landscape Committee is looking at adding more garbage receptacles in the future. Members are encouraged to suggest possible locations for new receptacles.

The waterfall at the traffic circle has been repaired and has been running without incident. The waterfall output has also been coordinated with the capacity of the pump motor.

As of last year, all manicured green spaces within the community are now the responsibility of the NDHA.

The landscaping challenges facing the NDHA are:

- The thistle and weed control program has made things better and will need to continue to ensure that the situation remains manageable.
- Replacement of dead trees is an ongoing issue. Other options for trees are being investigated.
- The City reports that it has removed the beaver(s) from the stormwater pond. It is not known how replacement of the poplars will be implemented.
- Quotes for the new landscaping contract will be solicited in the Fall.

- The median below the traffic circle will be re-landscaped to make it similar to the lower maintenance design at the entrance to the community.
- An evaluation has been conducted of all medians in Discovery Ridge. The intent is to remediate those in the worst shape by being more water conscious and "green."
- Fences on public land or both private and public land are being evaluated to establish a priority list and get some preliminary costs.
- All park benches have been inspected and those in need of being refinished will be.

VI. Orders of Business

- **Appointment of Auditors:** It was moved and seconded to appoint Lo Porter Hetu as auditors of the NDHA for the ensuing year at such remuneration as may be approved by the Directors of the NDHA. Passed by a show of hands, none opposed.
- **Special Resolutions:** Bob Morrison, Secretary, reported that achieving the 75% approval from all members to pass the special resolutions will not be possible. He suggested that the AGM be adjourned until December 2nd to allow the Board to decide if further action should be taken on the special resolutions.

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

Ali Asghari
 Marv Beer
 Gloria Boguslaw
 Judy Collins

Michael Mercier
 Sonja Miles
 Bob Morrison
 Ron Parisien

It was moved and seconded that nominations close and those people be elected as Board members. Passed by a show of hands, none opposed.

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

- Solutions to the issue of speeding along Discovery Ridge Boulevard are being investigated by the Discovery Ridge Community Association's Traffic Committee.
- Property taxes are included as an administrative expense because the initial Developer of Discovery Ridge assigned small parcels of land in Phases 1 and 2 to the NDHA. Property tax on this land is assessed by the City. An appeal of the assessment was made on one parcel this year and the tax was lowered. Assessments on the remaining parcels will be appealed next year.
- The issue of the lack of street lighting along Glenmore Trail/Highway 8 east of Discovery Ridge will be referred to the Discovery Ridge Community Association.
- The Landscape Committee is looking at hardier, more natural tree species to replace trees that die. Dead trees will be replaced, but, in the future, dead Schubert cherry trees along the Discovery Ridge Boulevard hill below the traffic circle will not be replaced.
- The potential fire hazard from vegetation in natural areas is not within the mandate of the NDHA. However, the NDHA's City liaison and the Fire Marshall will be contacted concerning the issue.
- The work on the Capital Plan will be considering options for the use of both the NDHA's capital and land assets.
- The City's financial contribution to green space maintenance is based on city-wide policies and, in the past, has not reflected inflation.

IX. Adjournment: Members were thanked for attending. It was moved and seconded that

The Annual General Meeting is adjourned to 7:00 p.m. on December 2, 2010 at which time voting on the Special Resolutions will occur. The vote shall be conducted with reference to any proxies collected prior to or at this meeting and all "Special Resolution Vote Forms" collected prior to December 2, 2010.

Passed by a show of hands with one member opposed.