

# WEST RUTHERFORD HOMEOWNERS ASSOCIATION

## AGENDA – ANNUAL GENERAL MEETING

Held at 7:00 pm on Thursday, March 6, 2020  
Ellerslie Rugby Park, 11004 Ellerslie Road SW, Edmonton, AB

**CHAIRPERSON:** Vicki Anderson

**RECORDING SECRETARY:** Bill Marples (G3)

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1. **Call to Order by the Chairperson;** Vicki Anderson

2. **Call of the roll, establish quorum;**

3.1 (d) in bylaws states Ten (10) Members personally present constitutes quorum.

- 22 Owners personally present; quorum has been established.

3. **Proof of notice of meeting or waiver of proof of notice;**

Our Bylaws state that Notice of the Annual General Meeting must be provided to homeowners in advance of the meeting.

Group Three Property Management Inc. circulated notice of the Annual General Meeting to all unit holders which were mailed to all homeowners on February 5, 2020. If required, copy of the notice was provided upon request.

**Motion made by** Liz Acheson that quorum was met and notification was properly circulated as per the bylaws;

**Seconded by** Cheryl Senek Peters

**CARRIED**

4. **Reading and disposal of any unapproved minutes;**

### Approval of March 7, 2019 Minutes

The minutes of the last Annual General Meeting of the WRHOA were circulated to all homeowners with tonight's Agenda.

Those in attendance have had an opportunity to review the minutes of our last AGM, Vicki called upon any of the attendees to report any errors or omissions. As follows:

1. Change to wording for Atco pipeline submission
2. Irene Greg Simard; remove the name Greg

**Motion made by** Irene Simard to approve the March 7, 2019 minutes as amended;

**Seconded by** David Matear

**CARRIED**

5. **Board of Directors Report::** See Appendix 'A'

6. **Financial Report/Budget and Appointment of Auditors;**

Financial Statements presented by Barb Surry

**Motion by** Nick Harrington to accept the Audited Financial Statements for the year ending November 30, 2019, **seconded by** Liz Acheson **CARRIED.**

**Motion by** Darryl Short to appoint Barbara Surry to complete the financial audit for the upcoming year, **seconded by** Brenda Lee Gardner **CARRIED.**

7. **Specified Items of New Business;**

- a. **Slime in Pond Update:** Epcor to add aeration at their cost and the Home Owners Association pays for the power.
- b. **Bio-degradable doggy bags:** research to see if they are available
- c.

8. **Election of Members of the Board;**

- a. Bylaw 4.1(a) states a minimum of **3** and a maximum of **9** can serve.
- b. Members who will be stepping down;
  - o Vicki Anderson
- c. Name members who would like to continue;
  - o Kirsten Burrows, Paul Rampersaud, Wendy Chorley, Leah Luoma, James Soltys
- d. Vicki opened the floor to any volunteers.
  - i. Second call for nominees;
  - ii. Third and final call for nominees.

**Motion by** Darryl Short to close the call for nominations;  
**Seconded by** Nick Harrington. **CARRIED.**

Name persons who have volunteered to join the Board.

- o Nick Harrington

The following Owners have been elected to the Board for 2020/2021:

- o Kirsten Burrows
- o Paul Rampersaud
- o Wendy Chorley
- o Leah Luoma
- o James Soltys
- o Nick Harrington

9. **Adjournment: 8:10 PM**

## APENDIX 'A'

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### Board of Directors Report – March 2020

Welcome to our 2020 West Rutherford Homeowners Annual General Meeting. Most of you have attended our AGM's in the past, but for the few new faces in the crowd I'd like to remind everyone that the West Rutherford HOA is a private, not-for-profit association operating for the long-term benefit of its members. Currently we have 1938 members.

The HOA was established by the area developer, Delcon Ellerslie Lands Limited who placed encumbrances and restrictive covenants upon each lot. These documents allow the HOA to collect the annual fee and ensure that the look and feel of the community is preserved by specifying requirements - such as fence design and colour. To obtain specifics on your property refer to the encumbrance registered against your land title. If you do not have a copy of this you can obtain a copy from Land Titles Office. Contact information is posted on our website.

In 2010 the Association was transferred to the community to manage. Within these past 10 years of operation, the Association has experienced some challenges however I am pleased to report that we are financially stable with 99% of our members in good standing, and, as you heard from the financial report we have managed to build a healthy reserve fund to cover off any major expenses.

The HOA is governed by a Board of Directors. All board positions are voluntary and unpaid. We elect members annually. Currently we have 6 members, which include:

- Leiah Luoma,
- Kirsten Burrows,
- Wendy Chorley,
- James Soltys,
- Paul Ramperstaud; and myself
- Vicki Andersen.

Personally I found working with the board to be an interesting and rewarding experience. Later in tonight's meeting there will be opportunity for you to indicate your interest in participating as a board member for the coming year. We have the liberty of having a maximum of nine (9) members. I encourage you to step forward so the Association can benefit from your knowledge and experiences as you add your voice to the discussions and decision making.

Our commitment as the HOA executive is to ensure the community continues to be well managed and well maintained in order to provide improved social and aesthetic value to our West Rutherford residents.

- Each year, in the spring, our management company (Group 3) conducts a "walk about" though out the community. Deficiencies within HOA responsibility are noted and corrective action taken. Our community has approximately 17,000 linear feet of fence, which we inspect, replace, repair or paint where needed.
- We also maintained other infrastructure within our common areas.
  - ❖ Broken walkway lights were repaired
  - ❖ Brick /concrete clean up on entrance markers
  - ❖ Replaced doggy bag receptacle that was stolen
  - ❖ Weeding at entrance and divider was completed

❖ Christmas lights were on display

Since our last AGM in March, 2019 the board has explored solutions to issues brought to our attention by homeowners.

- In addition to our web site we have a newsletter which is distributed via email on a quarterly basis. I encourage to sign up for the news-letter —if you haven't already- if any of your neighbours are interested they can complete the contact sheet on our web site or call to be added to the mail out list. We also maintain a presence on social media on FB and IG... and gaining more followers each week.
- We worked with City of Edmonton and Epcor to address the water quality of the north pond. We have secured an aeration device which will be installed in the spring and agreed to cover additional associated power costs. We will continue to monitor the situation and work with our partners to find an acceptable, affordable solution to the problem.

Just as a reminder you can call or email any concerns you have to Group Three. Contact information is on the web site. They will bring the issue to the board's attention.

**In addition:**

- We have secured a meeting space for the board at Johnny Bright School FREE.
- We worked in partnership with the Heritage Valley Community League – supporting the July 1<sup>st</sup> celebrations in the park (financial support for fireworks and the children play).
- We outlined the operating principals of the HOA by articulating and posting our Mission, Vision and Values in preparation for the development of a strategic plan. These will be posted on our web site, social media and included in our next newsletter.

**Some issues we continue to work on:**

- Working closely with the City of Edmonton to address the removal and replanting of the trees lining 119 St Entrance.
- Ensuring the solution for water management in the north pond is effective.
- Identifying common issues with the Heritage Valley Community League to explore how we can work together on these.

The board thanks you for your support over the past year and looks forward to representing your interest in the coming year.