

WEST RUTHERFORD HOMEOWNERS ASSOCIATION

ANNUAL GENERAL MEETING

MINUTES

Held at 7:00 pm on Thursday, September 29, 2022

Zoom

CHAIRPERSON: Leah Luoma

RECORDING SECRETARY: Sundas Khan (G3)

1. **Call to Order by the Chairperson;** Leah Luoma

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

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

- 21 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 September 5, 2022. If required, copy of the notice was provided upon request.

-Some owners received their notice within a couple of days of the package being mailed out, others received it the day before the AGM, there was an issue with Canada Post.

-G3 has taken emails from owners and will ensure email notice is sent out and the website is updated with the appropriate information.

Motion made by Cheryl Soenen Peters that quorum was met and notification was properly circulated as per the bylaws;

Seconded by Yuan Zuo

CARRIED

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

Approval of October 5, 2021 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, Leah called upon any of the attendees to report any errors or omissions. As follows:

-Naomi wanted clarification that the architectural guidelines were just that, guidelines. G3 ensured the guidelines were created as just guidelines and are not registered on any encumbrances, however, each home does have its own encumbrances filed on their titles that they must follow.

Motion made by Irene Simard to approve the October 5, 2021 minutes as presented;

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

-Can the maturity dates be staggered for investments?

-Yes they can be. The Board will look into this.

Motion by Nick Harrington to accept the Audited Financial Statements for the year ending November 30, 2021, **seconded by** Liz Acheson **CARRIED.**

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

a. Can trees and shrubs be planted on the decommissioned pipeline?

-The Board will look into this, the WRHOA has taken on more responsibility with the landscaping so we will take a look at additional areas that require maintenance that the City of Edmonton is not maintaining.

b. Discussion on removing doggy bags. The benefits and the downfalls, such as homeowners taking multiple bags.

Motion put on the floor by Anny Giguere to stop the doggy bags for a year, seconded by Naomi. 7 homeowners were in favor, and 10 opposed, the motion did not pass.

c. How is the fence painting decided?

Walk around is completed or homeowners report fencing issues to G3 and the Board decides based on the severity of the fence work which fences should be repaired/replaced/painted that year or can wait until the following year. G3 also obtains quotes every year, we have a couple of different contractors that work on the fences and they come with a one-year warranty. Any issues should be reported to G3.

d. Why does the WRHOA have insurance?

We have it for the few items the WRHOA owns such as fountains, we are also covered for the fences that fall under the WRHOA's responsibility. Insurance also covers Directors and Officers.

- e. On the Budget why is there a budget figure for winter months under landscaping?
It's for the holiday lights, we will label it landscaping/holiday lights in the next budget.
What is the operating account at?
As of August 2022, it is at \$467,916.12.
Is that a regular account and who is the account under?
All of the accounts are interest bearing and they are all under the WRHOA, they are not trust accounts, the Board signs off on all cheques. G3 does not do trust accounts.
Will we be laddering the remainder of the money in the operating account into GICs?
The Board will review as they do every year and they will decide based on upcoming projects, interest rates, and all other factors before they decide how much will be invested into GICs.
- f. For the landscaping beds, did we take on more responsibility because the City of Edmonton was not?
Yes, the City of Edmonton was not maintaining the beds, weeding, or watering and the Board received several complaints. Therefore, we started the process with the City of Edmonton by submitting drawings and deposits to maintain those entryway beds.
- g. Is the Board able to work on the meridians?
There is a program called Partners in Park that homeowners can work with to complete additional work in the West Rutherford area when it comes to landscaping. We encourage homeowners to join the board and we can create a sub-committee that focuses on the landscaping in the area.

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 Adam Ostashek
 - o Nick Harrington
- c. Name members who would like to continue;
 - o Leiah Luoma, David Matear, Yuan Zuo, Cheryl Soenen Peters
- d. Leiah opened the floor to any volunteers.
 - i. Second call for nominees;
 - ii. Irene Simard and Fatima Rizvi both volunteered;
 - iii. Third and final call for nominees.

Motion by Don Hemakumara
Seconded by Anny Giguere **CARRIED.**

The following Owners have been elected to the Board for 2022/2023:

- Fatima Rizvi
- Leah Luoma
- Irene Simard
- Yuan Zuo
- David Matear
- Cheryl Soenen-Peters

9. **Adjournment:** 8:25 PM