

Date: **June 3, 2013, 7:10 p.m. start, adjourned 7:45 p.m. Resumed June 10, 2013, 7:00 p.m.** Type of Meeting: **Annual General Meeting**
Chair: **James Fowers, President**
Location: **Menno Simons School, 7000 Elkton Drive SW** Minutes: **Ali Asghari, Secretary**

Attendance:

June 3, 2013 36 members present in person (37 residents in total)
126 members represented by proxy

June 10, 2013 5 members present in person (5 residents in total)
126 members represented by proxy

I. Call to order: The meeting began on June 3rd at 7:10 p.m.

II. Quorum: Quorum of 10% of the members present at the meeting or represented by proxy was not reached. After waiting half an hour from the appointed time for the meeting as prescribed in s. 14 of the *Articles of Association*, the meeting was adjourned to the same day in the next week, at the same time and place.

Following adjournment, the members present were provided with updates on landscaping and other activities of the NDHA. A summary of those presentations is provided as an addendum to these minutes

On June 10th, quorum of 5% of the members for the adjourned meeting (s. 14 of the *Articles of Association*) was reached.

III. Welcome: James Fowers, President, welcomed those who were in attendance. Members of the Board of Directors and guests were introduced. Ali Asghari informed members that quorum had not been reached as of the start of the meeting and explained the procedure for adjourning the meeting and reconvening the next week if necessary.

IV. Finance Update: Ron Parisien, Treasurer, outlined the financial activities since the last Annual General Meeting. Invoices were sent to all members in late January and the Members' Registry was continually updated to reflect current homeowners. The Collection Policy continues to be enforced and the Finance Committee has implemented the Capital Plan to guide future financial decisions.

Ron reviewed the Association's Balance Sheet and Statement of Operations. As of the end of 2012, net assets were \$719,575. At the end of 2012, accounts receivable had been reduced to \$25,170, 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. The audited financial statements for 201 are posted on the Association's website www.ndha.ca.

Looking forward, the budget for the coming year is \$552,307 and includes capital expenditures for community garden project, landscape and green space at the DRCA community park project area, and rehabilitate grass beds on the medians. The projected deficit of \$25,241 will be paid for from the Green Space Enhancement Reserve Fund which is used to modify or rehabilitate green spaces. Future financial issues include updating the Capital Plan, continuing to implement the Collection Policy, and starting the 2014 budget. In terms of collections, only 39 accounts (<3%) are in arrears as of June 1st for the 2012 fee and/or prior.

June 3rd Adjournment

June 10th Reconvening

V. Appointment of Auditors: It was moved and seconded to appoint Thompson Penner & Lo as auditors of the NDHA for the ensuing year at such remuneration as may be approved by the Directors of the NDHA. Passed 127 in favor (122 proxies and 5 persons), 2 proxies against, 1 spoiled, 1 ineligible to vote.

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

Ali Asghari
Adam Crutchfield
James Fowers
Ayad Hani
Geoff Hills

Tara Landry
Michael Mercier
Ron Parisien
Shannon Savoy
Grace †

† I missed to take full name and/or address for 10th volunteer when she raised her hand as candidate for membership on the Board. She introduced herself as Grace but had not signed up and also left the meeting soon after it was adjourned. I hope she contacts us to join the board in upcoming meetings.

It was moved and seconded that these members be elected to serve as Directors. The motion was passed unanimously.

VII. Vista Point Special Resolutions: It was not possible to obtain the twelve encumbrances agreed to at last year's Annual General Meeting. It was moved and seconded to withdraw 2011 Special Resolution and replace it with the following Special Resolution:

- a. If minimum eleven Discovery Vista Point residences have agreed in writing to allow the NDHA's encumbrance to be registered against the title to their property and sufficient commitment has been received from the Vista Point Developer, then the NDHA accept those homeowners as members of the NDHA.
- b. Upon the occurring, The NDHA shall assume responsibility for maintenance of public green spaces adjacent to the properties on Discovery Vista Point. And,
- c. The NDHA receive the monies provided by the Developer and use those funds, where sufficient, to:
 - i. Landscape the Vista Point traffic island
 - ii. Replace the fence along the pathway leading to Vista Point with black chain link
 - iii. Use any remaining funds to add a small amount of privacy plantings in the yards of the two houses bordering the fence.

The motion was Passed; 124 in favor (119 proxies and 5 persons), 4 proxies against, 1 spoiled, 1 ineligible to vote, 1 abstained.

VIII. Adjournment: The meeting was adjourned at 7:02 p.m. on June 10th.

ADDEDNDUM

June 3rd Post-Adjournment Presentation Summary

Landscape Committee: Michael Mercier, Vice President, reviewed landscaping activities over the past year and extended an invitation to all members to volunteer to help the Landscape Committee. As in previous years, 2012 saw over 4,000 work hours of landscape contract related work maintaining the green spaces in the community. Highlights included:

- Carolyn Brown continues to work on behalf of NDHA to supervise, and advise, the work in the community by both of our contractors, and to report back.
- The roses around the traffic circle removed and the area was cleaned up with mulch. This will be left as is for the summer and some possible, low level, planting may be done in the fall.

- Had all the medians top dressed in an effort to remediate the dead grass areas. The medians are a constant challenge. The board is committed to the top dressing effort this year and will evaluate the effectiveness in the fall.
- Working with City to under-plant trees around the water retention pond waterfall. This belief is that these trees will help to stem the willows and provide visual enhancement.

Going forward;

- Have created a design for the green space of the DRCA development. Permanent irrigation is the first task being worked on. This is the first step in a larger commitment the NDHA has made to the DRCA to look after the green spaces in that area.
- Working on bringing community gardens to Discovery. Right now trying to gauge interest and find suitable locations.
- Plan to install three or more garbage cans in suitable/required spots.
- Once all the trees have leafed out it will be determined that how many did not make it and have to be replaced.
- Working with the City to determine what can be sprayed and when. City's plans, and regulations, determine what level of spraying we do.
- We are going to try to water more, as required, to assist our trees and grass.
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Capital Projects: Michael Mercier explained that remediation for dead grass, landscape on the DRCA community park area and community garden projects are the capital projects for the upcoming year.