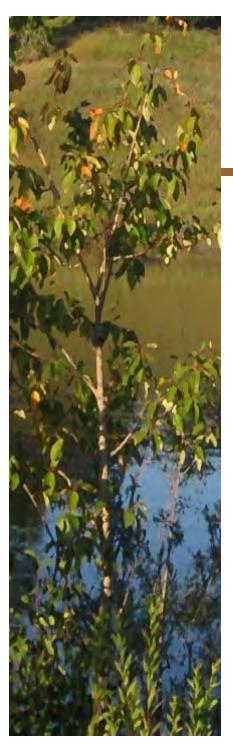


NEW DISCOVERY HOMEOWNERS' ASSOCIATION

ANNUAL GENERAL MEETING

June 6, 2018 7:00pm

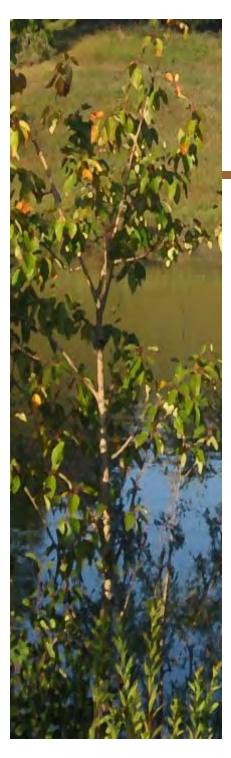
Griffith Woods School



WELCOME

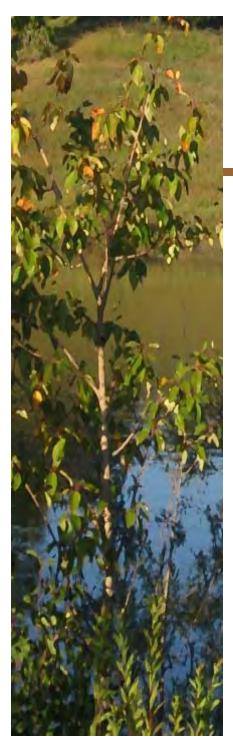
 Meeting is open to all members of the NDHA and invited guests

 Homeowners with accounts in good standing are eligible to vote



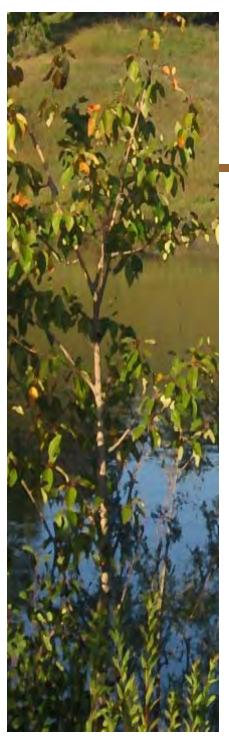
AGENDA

- Housekeeping
- Welcome and Introductions
- President's Comments
- Finance Update
- Landscaping Update
- Proposed Future Capital Projects
- Update from ULS
- Orders of Business
 - Appointment of Auditor
 - Proxy Materials
 - Nomination and Election of Directors
- Question Period



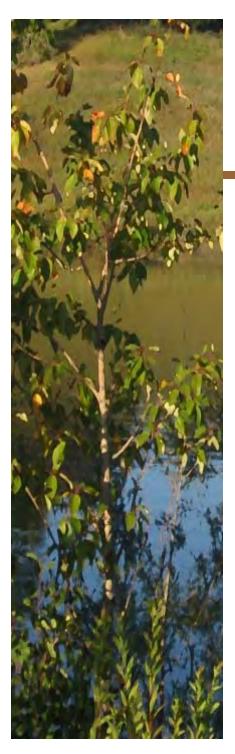
BOARD OF DIRECTORS

- James Wilson Acting President
- Ron Parisien Treasurer
- Laurent Blais Secretary
- Susan Chittick
- Joe MacLean
- Sharon Salloway
- Carolyn Mawhinney
- Carolina Blais



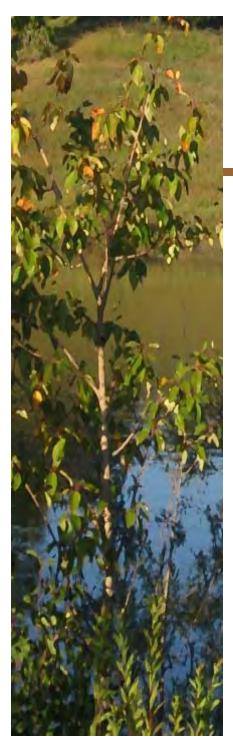
WHAT IS the NDHA?

- Established by the developer in 2000 with a goal to maintain an on-going high standard for Discovery Ridge green spaces
- Community led since June 2006
- Led by a group of volunteers that live in Discovery Ridge on a full time basis
- Memorandum of Association and Articles of Association are available on the website www.ndha.ca/



WHAT DOES NDHA DO?

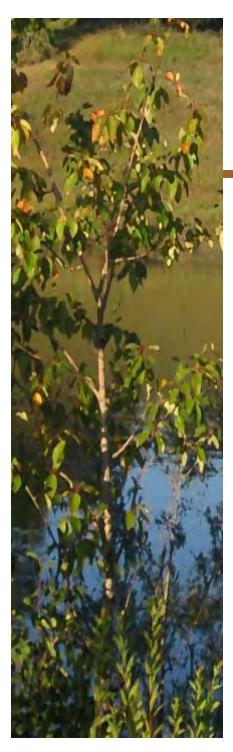
- Operates under a 25 year term **Stewardship** Agreement with The City of Calgary (Expires January 31st, 2032; 15 years left on the current agreement)
 - The City has requested the NDHA sign a new agreement which they are requesting from all "Enhanced Communities".
 - This is being done so all agreements are consistent.
 - The new Stewardship Agreement is under review by the NDHA's lawyer.
- Maintenance and upkeep of the green spaces in Discovery Ridge
- Capital improvements to the green spaces in Discovery Ridge
- Management of the annual operating and capital budget for the NDHA and associated long term investments
- Excludes community or social related activities (DRCA)
 or Griffith Woods Park (City of Calgary)



PRESIDENT'S REPORT

OVER THE PAST YEAR:

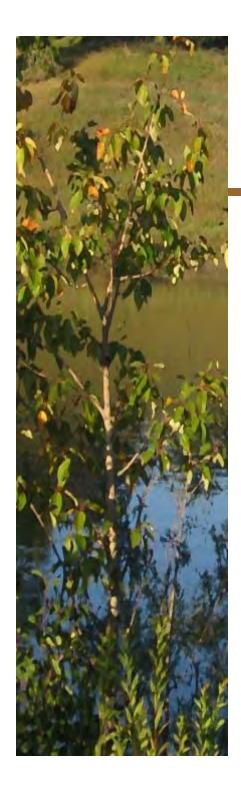
- Completed the repair work on the waterfall
- Completed Xeriscaping below the roundabout
- Completed enhancement of the mulching program
- Secured agreement from City to install Hawthorne Tree's into community
- Secured MOU for the entrance median with the City and Alberta Transportation
- Secured new board members to help continue the operation of the NDHA
- Simplification:
 - E mail notifications
 - Voting / establishment of quorum



PRESIDENT'S REPORT

MOVING FORWARD:

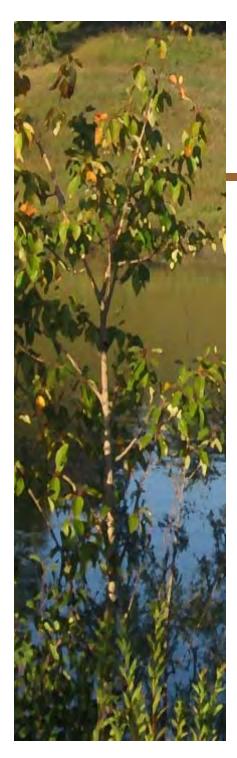
- 2018 will be a period of re-adjustment
- The New Board will evaluate what needs to be done:
 - Chessor Development
 - City of Calgary Maintenance Agreement
 - Future Landscaping/Capital Projects
 - Main Waterfall Upkeep
 - Willows and Waterfall at the West Beaver Pond
- We need support
- Without board members we will be forced to hire a management company
- This will either increase fees or prevent further enhancement projects



NEW DISCOVERY HOMEOWNERS' ASSOCIATION

FINANCE UPDATE

Ron Parisien, Treasurer

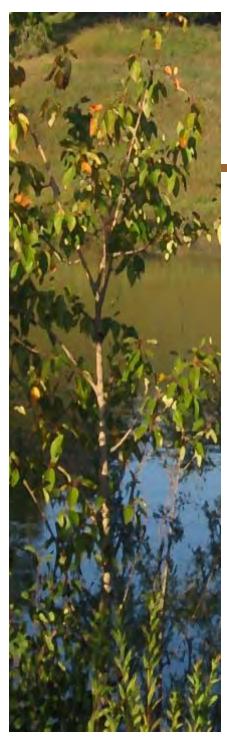


FINANCE COMMITTEE

Highlights (since last AGM)

- Monitor online payment app
- Provide for accounting needs
- Issuance of the 2018 invoices
- Coordinate external audit
- Maintenance of:

Collection Policy Members' Registry Capital Plan



Statement of Financial PositionAs at December 31, 2017

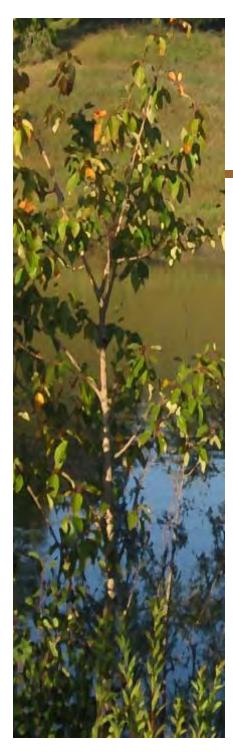
ASSETS

Cash	\$ 28,542
Short Term Investments	270,808
Accounts Receivable	21,686
Advance Receivable	26,317
Prepaid Expenses	1,612
Property	1

LIABILITIES

Accounts Payable	\$	38,144
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NET ASSETS



Statement of OperationsFor the Year Ended December 31, 2017

Revenues

Association fees	\$ 494,400
Municipal funding	22,458
Interest on late payments	2,863
Interest income	2,186

Expenses

Non-recurring	\$ 169,546
Operating	388,930
Administrative	27,692

Deficiency \$ 64,261



2018 BUDGET

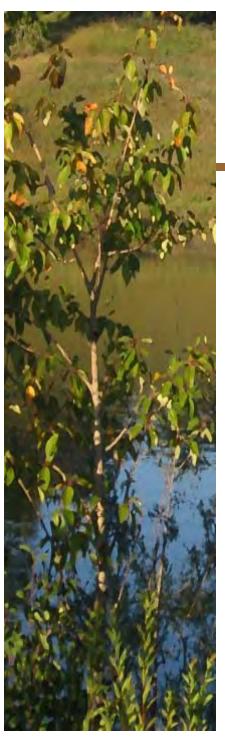
Revenues

Association fees	\$ 495,000
Municipal funding	22,458
Interest income	5,197

Expenses

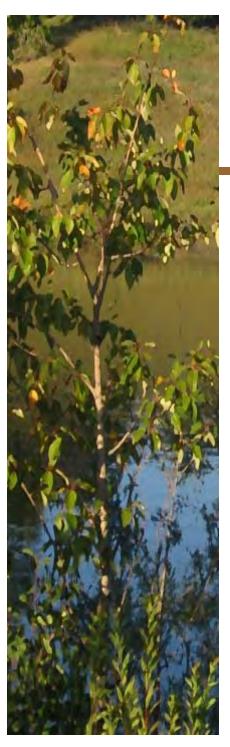
Non-recurring	\$ 15,000
Operating	431,080
Administrative	26,331

Projected surplus \$ 50,244



FINANCE COMMITTEE Looking Forward

- Update Capital Plan
- Review investments and seek high yield, low risk alternatives
- Continued implementation of the NDHA's Collection Policy
- Pursue the collection of remaining homeowner accounts in arrears
- Start the 2019 Budget



COLLECTION POLICY

Background

Steps undertaken by the NDHA:

- Mailing of annual invoice: Jan / Feb

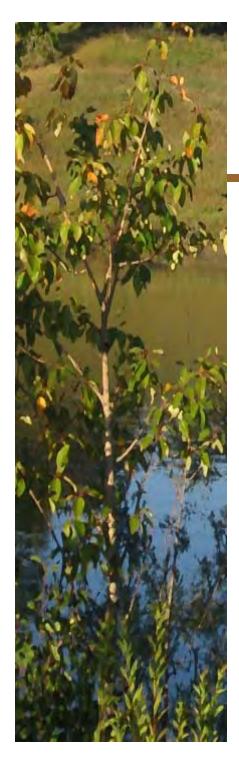
- Newsletter article: Apr / May

- Boulevard sign: Jun

- Fees are due June 29

- In early July, all overdue accounts receive a friendly reminder letter along with a copy of current year invoice marked 'PAST DUE'

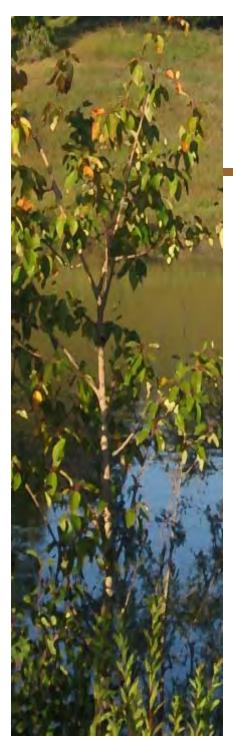
- If no response received, turn over unpaid fees to NDHA lawyer



COLLECTION POLICY - cont'd

Steps undertaken by NDHA's Lawyer:

- issuance of a Demand Letter
- redemption period provided
- issuance of Final Demand Letter
- redemption period provided
- filing of Statement of Claim
- redemption period provided
- filing for Redemption Order (Order for Sale)
- obtain an Affidavit of Value
- home can then be listed for sale



STATUS OF COLLECTIONS

As at June 5, 2018

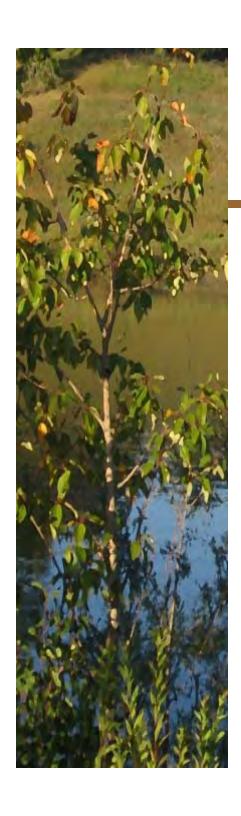
- 1,650 residences have been invoiced for the 2018 Association fee of which 40.5% have already forwarded payment in advance of the June 29 due date
- 54 accounts remain in arrears for the 2017 fee and/or prior (3.3%) \$ 12,611
 - **36** owe **2017** fee + interest

11,840

- 18 owe interest only

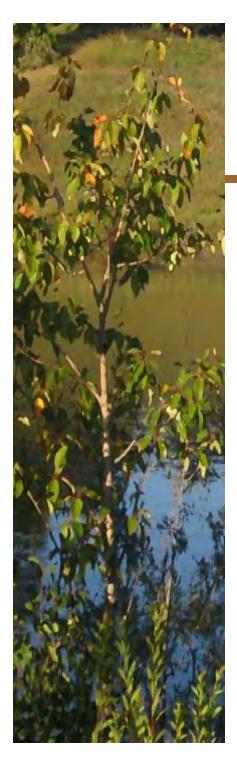
771

- 0 with NDHA's lawyer



LANDSCAPING UPDATE

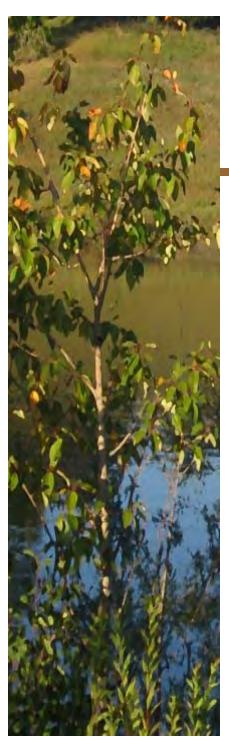
Sharon Salloway



RESPONSIBILITY

- The NDHA maintains our own and the City of Calgary green spaces
- If you have a concern please call or connect with the City through 311 before contacting the NDHA





LANDSCAPE HIGHLIGHTS

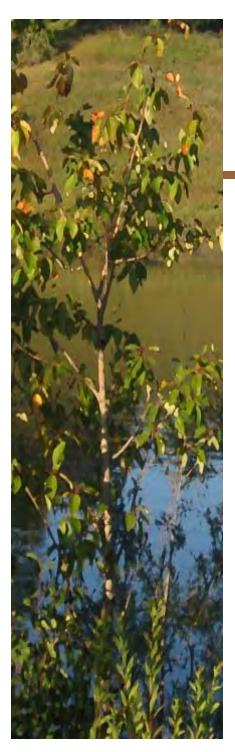
Continuation of our Agreement* with ULS for ALL landscape maintenance in Discovery Ridge including:

- Truck Watering (targeted areas)
- Grass cutting & aerating
- Weeding
- Spring and Fall cleanup
- Public areas tree maintenance (working with Urban Forestry)
- Flower and planting beds & planters
- Garbage pick-up of public waste bins
- Snow clearing of pathways and public sidewalks

* Expires March 31st 2020 with two 1-year options to extend after the initial term

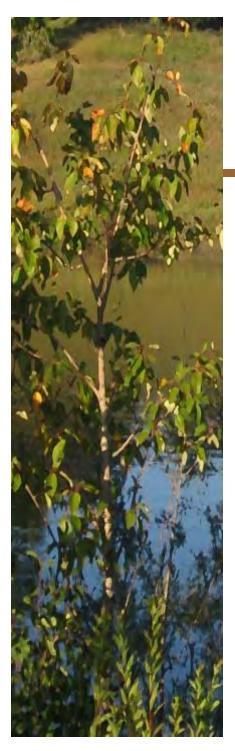
ULS

Naiad Irrigation and James Electric are responsible for our irrigation system and waterfall pump, respectively.



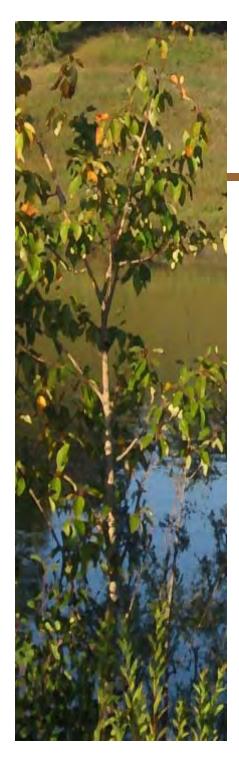
TARGETED ITEMS for NDHA This Year

- Hold off on major capital projects for 2018
- Focus on educating myself on community green spaces and building relationships with City of Calgary – Parks & Enhanced Communities
- Approval of mulching beds in phase 3, 4, 5, 8 & 10
 - This will be discussed a bit later by ULS
- Rejuvenate bed in Phase 10 entrance to Griffith Woods
 - Will also be discussed by ULS



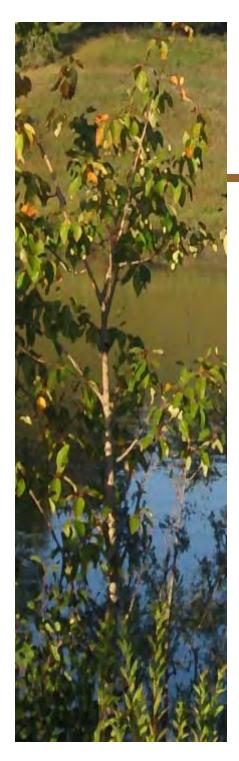
TARGETED ITEMS for NDHA This Year

- Addition of 22 Hawthorne trees towards west end of Discovery Ridge Boulevard
 - Provided and installed at the City's cost
 - ULS will also discuss a bit later
- Smaller projects:
 - Graphic Vinyl Wraps for garbage bins in Discovery Ridge
 - Trial for "Doggy Bags" on 3-4 high traffic garbage bins.



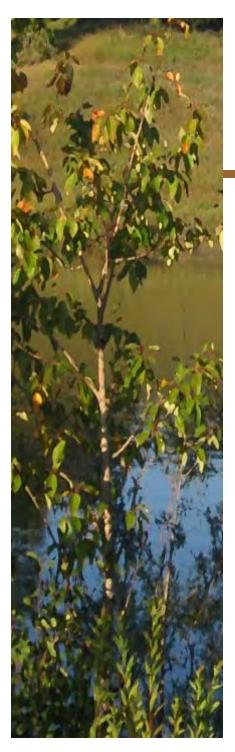
Proposed Future Capital Projects

- Complete xeriscaping in Discovery Ridge
 - Discovery Ridge Lane
 - \$69,000
 - Discovery Ridge Way
 - \$157,500



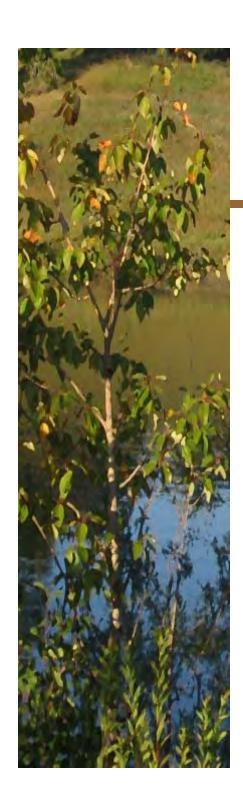
Proposed Future Capital Projects

- Complete xeriscaping in Discovery Ridge.
- New landscaping around West Waterfall



Proposed Future Capital Projects

- Complete xeriscaping in Discovery Ridge.
- Waterfall far west end.
- Upon completion of the Ring Road
 - Traffic Circle Enhancement
 - Enhancement of the TUC with native trees/shrubs and pathway



ULS Landscape and Maintenance Inc.

Riley Mills



ULS Landscape and Maintenance Inc.

Numerous phase mulch installation work





Area 'A'



Area 'B'





Area 'C'





Area 'D'



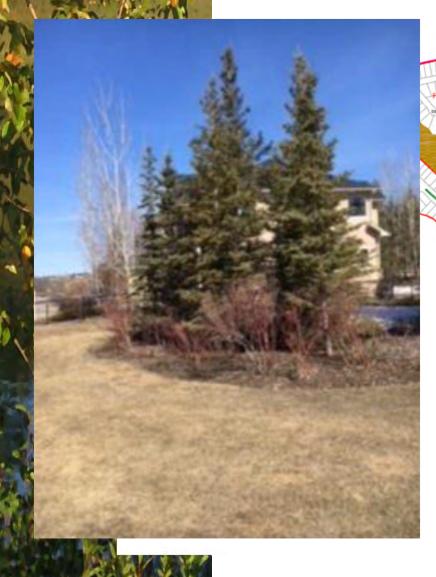


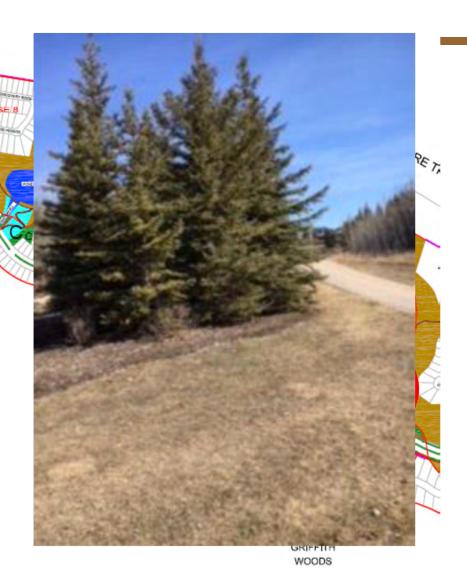
Area 'E'





Area 'F'







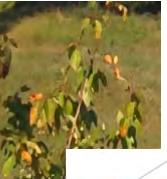
Area 'G'





Area 'H'



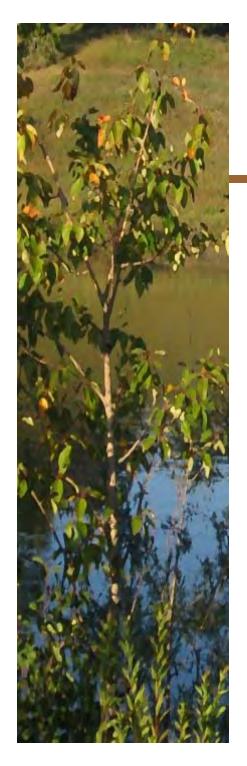


Area 'I'









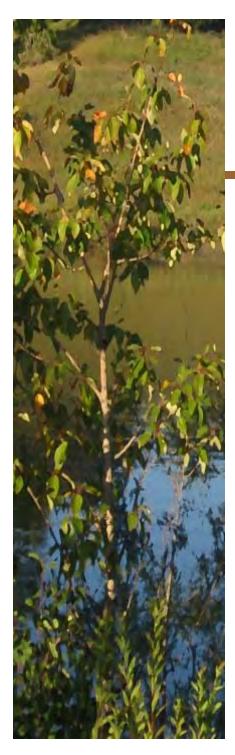
ULS Landscape and Maintenance Inc.

- Numerous phase mulch installation work
- Boulder additions to the far west end of Discovery Ridge Boulevard. (Park)
- Median tree installation from the City of Calgary (ULS)
- Plans to xeriscape the remainder of the medians in Discovery



ORDERS OF BUSINESS

- Appointment of Auditor
- Authorization to destroy Proxy materials
- Resignation of Board of Directors
- Nomination and election of Directors



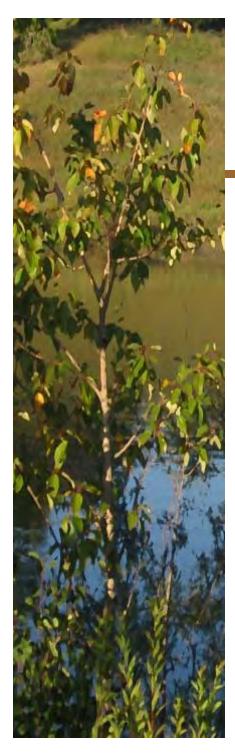
APPOINTMENT OF AUDITORS

• Motion to appoint **CALVISTA LLP** as auditors of the NDHA for the ensuing year at such remuneration as may be approved by the Directors of the NDHA.



PROXY MATERIALS

 Motion to authorize the Board of Directors to destroy all Proxy materials submitted by members for purposes of voting at previously held Annual General Meetings.



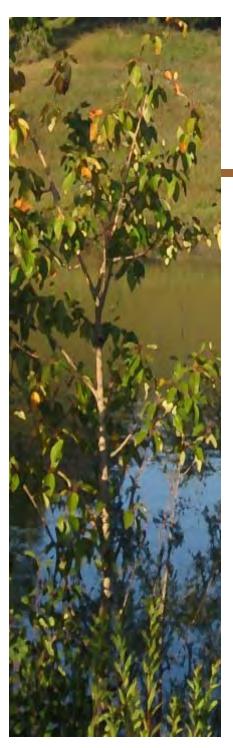
BOARD RESIGNATION

Special Thank You:

Shaune Pasay, 6 years of dedicated service

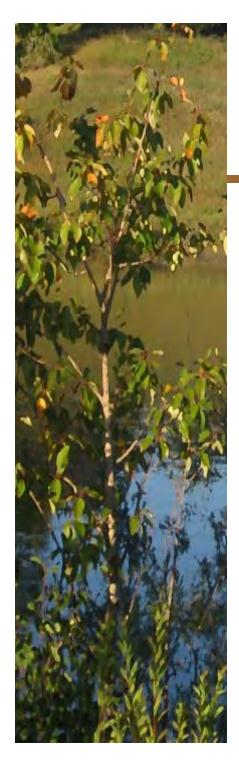
Deji Gbobaniyi, 3 years of dedicated service

Ron Parisien, 10 years of dedicated service



2018-19 BOARD NOMINATIONS

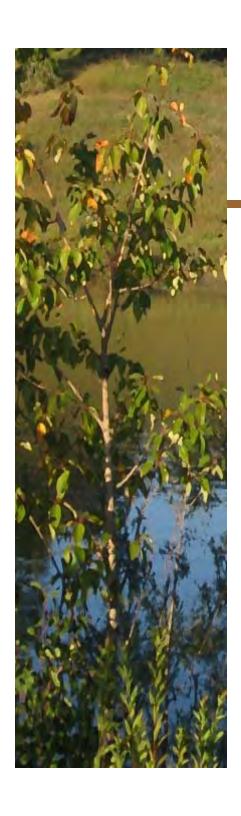
- Board is made up of a maximum of 10 directors with a minimum of 3 required by the NDHA Articles of Association
- Monthly meetings held at Javino's (third Monday of the month)
- Additional work outside of the monthly meetings to support our maintenance contractors, capital projects and the collection of annual homeowner fees



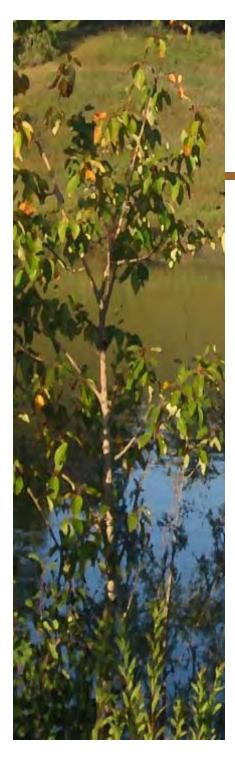
2018-19 BOARD NOMINATIONS

Nominations received:

- James Wilson
- Susan Chittick
- Joe MacLean
- Laurent Blais
- Sharon Salloway
- Carolyn Mawhinney
- Carolina Blais
- Other nominations?
- Voting results will be posted on the website



QUESTIONS?



ADJOURNMENTS

• Motion for adjournment

• Thank you for attending

• Contact us:

www.ndha.ca

T: (403) 237-9595