

The Properties of Donsdale Residents Association

Minutes of the 2016 Annual General Meeting

Held: Tuesday, April 26, 2016 @ 7:00pm

Location: Touchmark at Wedgewood - Marquis Room, 18333 Lessard Road Edmonton, AB

Present: As per attached list.

Call to Order

Hussein Keshwani chaired the meeting for the Properties of Donsdale Residents' Association. The meeting was called to order at 7:03 p.m. The meeting began with the introduction of the Board Members.

Calling of the Roll

Those present were in favour of waiving calling of the Roll as there was a required number to meet quorum.

Motion: Doug Quinn moved passing the calling of the roll and to accept that quorum has been met. Rick Uretsky seconded. All in favour. Carried.

Reading and Approval of Last Year's Minutes

Chris Spady moved approval of the minutes of 2015 AGM meeting. Cam Lyles seconded. All in favour. Carried.

Financial Report and Draft Budget for 2016

Sam Stowe reviewed the audited financial statements as prepared by Barb Surry, CMA, for the year fiscal year January 1, 2015 ending December 31, 2015. For 2015 Helm Property Management continued to provide bookkeeping services to the Properties of Donsdale. The most significant change occurred December 31, 2015 which was the last day of the professional relationship with Helm Property Management. Effective January 1, 2016, Vanessa Wilson will provide bookkeeping and administrative support services to the Properties of Donsdale. Sam responded to a number of questions and provided clarification regarding the 2015 audited statements and the 2016 draft budget. The 2016 draft budget is posted on the donsdale.ca website. It was communicated that the Board of Directors continues to examine ways in which greater efficiencies can be achieved and welcomes suggestions.

Hussein Keshwani responded to questions regarding the supplementary fee. Mr. Keshwani clarified that the supplementary fee was intended for a reserve fund which will be used for future maintenance which will be required as the area ages and increased expenditures will be required.

New business

- Changeover from Helm Property Management to Vanessa Wilson. Sam Stowe introduced Vanessa.
- Maintenance Items were addressed by Monty Paul
 - Maintenance providers
Monty explained that the Board tendered the lawn maintenance, snow removal, and pond maintenance areas. Two providers were selected, one for lawn maintenance and one for pond and stream course maintenance. They were selected based on their expertise in the identified areas. Monty identified that the two companies selected worked to clean up the areas around the stream course and the pond in the spring. Positive responses have been received. The contract for snow removal has not been finalized.
 - Work on Gazebo
Monty communicated that work had been done around the gazebos to cover the gaps created by ground upheaval.
 - Homeowner responsibilities re: fences, lawn, snow, and landscaping
Monty clarified responsibility areas for the City and homeowners. The City or Edmonton is responsible for the dry ponds, and pathways that are not connected to the pond. Homeowners are now responsible for the maintenance of their lawn including front and side lawns and sidewalk shovelling. This is a change which reflects homeowners' responsibilities consistent with other communities within the City and has been made to ensure the HOA is fiscally responsible.
- There was clarification that the mailing address for the Properties of Donsdale is not a physical address but just a mailing address.
- Discussion occurred regarding development of the municipal reserve and discussion of weeds and weed removal.
- Clarification was provided with regard to the Properties of Donsdale Association moving to ATB for banking primarily for fiscal reasons.

Election of Members of the Board

All current board members agreed to let their name stand for another year. Call to have another member participate. There were no others indicating an interest to participate on the Board.

Motion that nominations cease. Peter Butti. Motion seconded by Doug Quinn.

Adjournment

Doug Quinn moved the meeting be adjourned at 8:08 p.m. Chris Spady seconded the motion.