

MINUTES

Board Members Present:

Ray Tralnberg, David Hewitt, Matt Matia, Julianna Seib, Tom Carey and Mary Jean Chapelsky

Others Present:

Carolyn Tralnberg (TGHA Administrator), 7 Homeowners (on file) and 1 relative of a Homeowner (on file)

1 CALL TO ORDER & INTRODUCTION OF BOARD MEMBERS

President Ray T. convened the meeting at 7:06 pm welcomed everyone and introduced the current Board Members:

President: Ray Tralnberg

Vice President: David Hewitt

Treasurer: Matt Matia

Secretary: Julianna Seib

Board Members: Tom Carey, Mary Jean Chapelsky and Andrea Epp (resigned)

2 AGENDA & 2017 AGM MINUTES

Motion: Mary Jean C./Gary T.: That the agenda for the 2018 TGHA AGM be approved as presented.

In Favor – 13

Absent – 0

Abstain – 1

CARRIED

Motion: Tom C./David K.: That the minutes of the 2017 TGHA AGM be approved as presented.

In Favor – 13

Absent – 0

Abstain – 1

CARRIED

3 TGHA RESPONSIBILITIES

TGHA is a registered non-profit organization operating under the Alberta Societies Act and related bylaws. TGHA began in July of the year 2000 by Melcor. The responsibility of Homeowners Association is to preserve, protect, maintain and enhance our community. The TGHA is a business and all decisions should be made with the best of intentions for the entire Homeowners Association. Board members have to make sure that they are always performing their duties with the degree of care granted to them, through the election process, as representatives of the homeowners.

TGHA focuses on the common areas within our neighborhood, such as walkways, feature areas such as the entrances, walkways, and parks. The TGHA has also established mature relationships directly with the City of Edmonton who actually owns the common areas, and the Homeowners Association leverages those relationships to ensure we maximize services delivered by the City.

As TGHA members, each of us subscribes to a level of community services that your community-elected representative Board continually works to improve. The annual dues that are collected goes through continual scrutiny before being spent on services to help make our neighborhood stand out.

An initiative that the TGHA started a few years ago offered a structured approach to benefit TGHA and neighboring Homeowner Associations by creating an open communication line between the Homeowner Associations. Through our Administrator, we share information around upcoming events, Website development, and a huge advantage for us regarding contractor referrals.

If you haven't visited the TGHA.ca website, please do so. Our Administrator Carolyn designed and developed this site and continues to advance its functionality on an ongoing basis. Numerous accolades have been received regarding the Website and some consider it one of the best in the City.

For some new homeowners that have never subscribed to a Homeowners Association before living at Terwillegar Gardens, they ask what the benefits are. The services performed by the TGHA include regular common area improvement and maintenance, fence repair and painting, common area feature improvement and maintenance, main street entranceways, flower beds, walkway entrances, are improved with flowers and bushes, along regular litter and garbage can cleanup. As well, we coordinate with the City of Edmonton to benefit from their scheduled mowing to help delivery a prestige neighborhood look and feel. To be clear, this only happens because we have a Home Owners Association implemented.

TGHA maximizes the services provided directly by the City of Edmonton to ensure we are represented in the City of Edmonton and receive the highest level of services available.

Terwillegar Gardens is considered one of the most Prestigious neighborhoods in the City of Edmonton by Edmonton members of the Canadian Real Estate Association and we hope you all feel proud of our community. TGHA has an established process with multiple channels for receiving feedback from the community and we encourage you to be engaged in the continuous improvement of Terwillegar Gardens.

4 ACHIEVEMENTS 2018

Working closely with the City of Edmonton, one of our partners, city services were completed this past year such as replacing a path, repairing snow removal damages,

removal of trees, reseeding grass to both the fields and near the gazebo due to damage from City of Edmonton work trucks.

This past year improvements to the fountains as well as the pond were completed. The pond has had algae growth each year at an unacceptable level even with the fountains running. TGHA invested in a pond bed aeration system to combat this issue. The fountains required repair due to the electrical wiring being chewed through by a muskrat. TGHA worked with City of Edmonton to remove the muskrat once the pond thawed. TGHA spoke with the City of Edmonton regarding the health of the pond and got their seahorse to come do more weeding this year while waiting for fountain repair and installation. TGHA worked with an electrical contractor to get basically Kevlar muskrat proof wire. The new wiring plan required consultation with the City of Edmonton. Working in coordination with the City of Edmonton for the muskrat, researching and acquiring better wiring, coordination with the City of Edmonton for the new wiring plan as well working with the fountain provider to acquire a proprietary part for the wiring system all took longer than estimated and resulted in the fountains not being in service this past year. Just prior to the AGM all of the work was completed and both the fountains and the new aeration system were tested to ensure everything works as expected which it does. The fountains and new aeration system will be running next year.

TGHA transitioned to a QuickBooks online system this past year. TGHA replanted shrubs on pathways that had been stolen. TGHA responded to homeowner concerns regarding rusting light poles, requested repairs which were denied and have since requested information regarding how to remove/cover the rust as the repair request was denied. TGHA refurbished the entrances due to dissatisfaction with the look of them. TGHA reacted very quickly to repair the stream when a cap at the top of the stream broke. TGHA took advantage of the time the stream was down for repair and had an additional cleaning of the stream performed as it was not as clean as in the past due to the fountains not running.

5 MEMBERSHIP DUES

These dues are where we get all of the money needed to pay for our expenditures. 93% of member accounts are in good standing. The outstanding dues are made up of 34 homeowners owing about \$18,000 from the 517 homeowners. Interest on outstanding dues is charged compounded interest of 16%. Payment of dues is mandatory and is a part of the title of the property. 7 homeowners are currently being pursued legally due to their delinquency.

6 FINANCIAL HIGHLIGHTS

Matt M., Treasurer, presented the TGHA Financial Statements as per Appendix B. The TGHA Financial Statements are a Notice To Reader prepared by Advantage Accounting.

We underspent this past year due to some bargains from our suppliers. For example given the length of time taken to complete the fountain project the electrician did his work

at cost in order to give back to the community for the loss of the fountains for the past year.

Motion: Gary T./Subash K.: That the 2018 TGHA Financial Statements be accepted as presented.

In Favor – 13

Absent – 0

Abstain – 1

CARRIED

7 BUDGET & THREE-YEAR PLAN

7.1 Budget

The proposed budget for 2019 is to expend \$110,500 and includes a part time horticulturalist. TGHA will advertise during the winter for a part time horticulturalist. The goal of the TGHA is to have this horticulturalist give the entrances the attention they need to flourish. See PowerPoint in Appendix A for further details.

Homeowner comment: Glad that a part time horticulturalist is part of the next year's budget given all the negative feedback for the 23rd Avenue entrance.

There was some discussion regarding the repaired snow removal damages from last year. Measures are in place to minimize damage from snow removal but it does still happen from time to time. The President of the TGHA Board has a good relationship with the City of Edmonton contracted snow removal company and ensures any damages are repaired at their cost. TGHA in past years placed large rock boulders at entrances and near the gazebo to ensure less snow removal damage. TGHA also owns reflective markers that can be placed to help minimize damages from snow removal.

Motion: David M./ Gary T.: That the 2019 Annual Budget be accepted as presented.

In Favor – 13

Absent – 0

Abstain – 1

CARRIED

7.2 Three-Year Plan

In preparing for the AGM this year TGHA did something very different than the past. The TGHA Board began undertaking a longer term vision of a 10 year plan. Although this plan is not fully completed it is well under way. The TGHA Board wanted to share with you some of the ideas from the 10 year plan:

TGHA Vision: to be one of the most desirable places to live in the city.

TGHA Values: remain dedicated, fiscally responsible and committed to continuous improvement

TGHA Focus Areas: 1) maintenance/improvement; 2) homeowner communication; 3) administration; 4) advocacy/community

2019: Walkway Landscaping & Reserve Fund. Replace rose bushes, clean up and beautify some of the walkways. Add to the Reserve Fund for fence painting.

2020: Seasonal Lighting & Reserve Fund. This would include some seasonal lighting at the Gazebo and Entrances. Add to the Reserve Fund for fence painting.

2021: Fence Repairs and Repainting.

Motion: Tom C./David M.: That the Three-Year Plan be accepted as presented.

In Favor – 13

Absent – 0

Abstain – 1

CARRIED

8 BOARD MEMBER ELECTIONS

The TGHA Board is made up of volunteers from our neighbourhood. The TGHA Board meets approximately once per month for 2 – 3 hours at Board Member homes. There can be additional subcommittees and meetings if needed. Board Member positions are decided at the first meeting of the year. The TGHA Bylaws state that the TGHA Board must be comprised of a minimum of 3 Board Members and a maximum of 7 Board Members. To be elected you must live in the TGHA area as well as be a member in good standing i.e. have no outstanding dues.

8.1 Resignations

Andrea E. resigned prior to the AGM in accordance with the TGHA bylaws regarding Board Member term length.

8.2 Current Board Members

The following five Board Members have agreed to let their names stand for re-election: Ray Tralnberg, David Hewitt, Matt Matia, Tom Carey and Julianna Seib now Julianna Haave. Mary Jean Chapelsky will not be seeking re-election this year. The TGHA Board thanks Mary Jean Chapelsky for her contributions.

8.3 Board Member Nominations

Mary Jean C. nominated Andrea E. to the TGHA Board. Andrea E. accepted the nomination. David H. nominated David M. to the TGHA Board. David M. accepted the nomination.

8.4 Board Member Elections

Motion: Ken D./Gary T.: To elect Ray Tralnberg, Julianna Haave, Andrea Epp, David Miler, David Hewitt, Matt Matia and Tom Carey as directors on the TGHA Board of Directors.

In Favor – 13

Absent – 0

Abstain – 1

CARRIED

9 QUESTIONS, CONCERNS, SUGGESTIONS

- 9.1 The Rural Ditch between Rabbit Hill Road and Terwillegar Towne is not to urban standards. The meridian along 23rd avenue is also not to urban standards. Years ago Ray T. met with the Transportation Committee about this issue but nothing occurred as it would not improve traffic. Since that time all new neighbourhoods must be built up to urban standards by the developer but the City of Edmonton has not rectified our Rural Ditch. The cost for the upgrade ranges from 1.5 – 5 million dollars for proper drainage, burying cables etc. Recent information provided to the TGHA Board by Tim Cartmell is that this Rural Ditch is still unfunded and was not approved at the September or October meetings. The Rural Ditch is still a priority for Tim Cartmell to get our area up to urban standards. Ray T's position is that Terwillegar Gardens has waited long enough. Ray T. has been and will continue to spearhead this with the City of Edmonton and our councilman.
- 9.2 A homeowner inquired about getting a traffic light by Tory Gate and Rabbit Hill Road. In the past with Councilor Anderson and two other homeowner associations TGHA wrote a letter regarding twinning the road and traffic lights. Ray T. will make the case with Tim Cartmell to measure the traffic prior to the road getting twinned to try to get a light there.
- 9.3 A homeowner asked for clarification on the 7 delinquent homeowners versus the 32 owing. Only 7 of the 32 are considered delinquent as they owe for more than 2 years. Historically when homeowners have been pursued for outstanding dues TGHA has had 100% recovery of outstanding dues. Some homeowners don't know that there is a caveat on their property and once they learn that the dues typically get paid. Over the 2 years there are multiple communications with the homeowners trying to get the dues paid. Traditionally there are around 30 unpaid homeowners at this time. It is a cycle of 'lazy' payers. All of the TGHA Board legal work is done pro-bono as it is done by one of our homeowners and former Board Member who is a lawyer with a large firm.
- 9.4 A homeowner thanked the TGHA Board for their hard work.

10 ADJOURNMENT

Motion: Ray T./Mary Jean C.: To adjourn the 2018 TGHA AGM.

In Favor – 13

Absent – 0

Abstain – 1

CARRIED

- 10.1 The meeting was adjourned at 7:59pm.