



Meeting Date: November 20, 2024

Meeting Time: 7:00 p.m.

Meeting Place: Virtual Meeting via Google Meet

Minutes

	Items
1.	<p>PRELIMINARY MATTERS</p> <ul style="list-style-type: none">• Call to order 7:06 by Colleen• Colleen read the Land Acknowledgement• Quorum: 2 voting members present, 3 proxies and all Directors present• Introduce the current Board Members in attendance: Colleen - President, Audra - Secretary, Doug - City Liaison, Joanna - Treasurer, Craig - Contractor Liaison, Ezenwa - Director at Large• Explain our mandate and <u>boundaries</u>. There are 543 properties (houses and condos) within our HOA.
2.	<p>REVIEW of 2023 AGM MINUTES</p> <p>Motion to approve minutes as written-Craig, 2nd-Doug; Motion carried</p>
3.	<p>Board Updates</p> <p>a. President's Report - Colleen</p> <ul style="list-style-type: none">- After the AGM last year, City mowed down all the plants in the western roundabout. Colleen addressed this with Councillor Pootmans' representative at the Springbank Hill Community Association (SBHCA) board meeting (see Doug's report for more details)..- Additional topics discussed at the SBHCA meeting:<ul style="list-style-type: none">• paving of pathway behind Springbank Way• tot lot along Springbank blvd is reaching its lifecycle• hockey rink left in horrible shape; some issues beyond our control due to water restrictions, but need a permanent solution for that space.- plug for Nov 30/Dec 1 casino fundraiser for the SBHCA; need volunteers and they do a lot of good work for our community!- trees mulched along Springbank Blvd <p>b. City Liaison Director's Report – Doug</p> <ul style="list-style-type: none">- City cut down shrubs at the traffic circle in response to a 311 complaint filed about line of sight and safety due to increased traffic in the traffic circle. The City opted to cut the existing greenery to the ground without any prior notice. The City did clarify that there are not actually any line of sight restrictions for traffic circles. The City did transplant some plants from Sandy Beach until other shrubs grow back. City stated they will not send out a truck to make major changes again without contacting us first.- No changes to the LMA from the city; still in pending review state

	<ul style="list-style-type: none"> - Did get a number of new trees from the City this year, will try to get more next year; improved aesthetics along blvd - Inquiries have been made whether the pathway that runs behind Springbank Way (odd side of street) can be paved. ATCO gas has stated it is a reduced pressure line and the SBHHA/SBHCA would need to guarantee that no vehicular traffic occurs along the pathway; The City was apparently unaware of this restriction and City trucks had been observed driving down the path. - Opted to not water the parks this year which worked out given the water restrictions; there would have been a cost associated with turning the water on in the spring and off in the fall. - Estimated City grant for 2025 is \$18.2K; increase from last year <p>c. Contractor Liaison Director's Report - Craig</p> <ul style="list-style-type: none"> - ULS continues to do a reasonable job of our landscape and snow maintenance; we rely on residents to let us know of issues and ULS does address those in a timely manner. Some areas on the pathway along Springbank Way had some minor mowing or clean up issues, but were addressed when raised. Often the cause is students or new staff and expectations just need to be clarified. - Question from a community member around some trees being topped; Craig indicated it's not under our control as it's a City decision. <p>d. Treasurer's Report - Joanna</p> <ul style="list-style-type: none"> - Variable USL rate for winter; if no snow, base fee is \$500. Now that it's started snowing, will start accumulating more significant costs. - 2023 is the first year fees were raised (\$10/\$5) in a few years. Between the total revenue and City grant we had a small net income. - 2024 no change to fees; so far looks like we'll be on par for the year. - Mulching tree beds was an added, but budgeted, cost this year. - Budgeted money for plants this year but that did not occur due to water restrictions. - Admin fees are higher due to having to pay Joanna who's not a volunteer; her fees should fit within the budget this year. - Bank chargers increased this year due to using Quickbooks which charges us a fee for homeowners to pay annual dues via Quickbooks. This is viewed as a cost of business. - Members in collections: 1 member for 2023 & 2024 dues and 6 members from 2024 now in collections, one homeowner in arrears did reach out today however all the outstanding accounts have been turned over to the lawyers for collections so we are unable to accept online payments at this time in accordance with our collections policy.
4.	<p>2023 FINANCIAL STATEMENT REVIEW AND APPOINTMENT OF AUDITOR</p> <p>Stewart (volunteer who prepares SBHHA annual report):</p> <ul style="list-style-type: none"> ● Overall, report is similar to last year, # houses and revenue matched ● Net income this year is \$18K compared with loss of \$2K previous year ● Higher interest rates this year ● Some ULS landscaping and winter costs are down from last year ● Administration fairly flat, legal fees offset with new accounting fees ● No concerns regarding financials ● SBHHA does try to do a \$0 budget each year so fees aren't too high or low but it varies with snow removal costs <p>Motion to accept the financial statement review as presented - Doug, second - Ezenwa; Motion Carried</p>

	Appointment of auditor for next year: Stuart nominated to prepare the financial statement review next year and he accepted the appointment Motion to appoint Stuart as auditor - Colleen, second - Patti; Motion Carried.
5.	<p>ELECT DIRECTORS OF THE ASSOCIATION</p> <ul style="list-style-type: none"> • In accordance with the Bylaws, Directors are chosen at the AGM; the Directors choose the Officers from among their members at the next Director meeting • Colleen willing to stand again for Director (technically all positions are only supposed to be 1 year terms) • Same for Craig, Doug, Audra and Ezenwa - willing to stand in again as there are no new volunteers to fulfill Officer positions • VP position is still vacant • We also do not have a community member Treasurer; Joanna is in a paid position so if any community members are willing to step into this role, it would be appreciated <p>Motion to re-elect Directors - Audra, second - Ezenwa; Motion Carried</p>
6.	<p>QUESTIONS AND CONCERNS FROM THE MEMBERSHIP</p> <p>none</p>
7.	ADJOURNMENT 7:51pm

Minutes to be approved at 2025 AGM:

Colleen Blanchard

President

November 27, 2025

Date signed