

**ELBOW RIVER ESTATES  
COMMUNITY ASSOCIATION**

**2023–2024 ANNUAL GENERAL MEETING**

**Tuesday November 12<sup>th</sup>, 2024**

**Glencoe Golf and Country Club**

**DRAFT**

# **Elbow River Estates Community Association**

## **2023–2024 ANNUAL GENERAL MEETING**

Glencoe Golf and Country Club

Tuesday November 12<sup>th</sup>, 2024

7:00 pm

## **AGENDA**

1. Call to Order – Approval of Agenda
2. Introductions
- 2.1 Guests
- 2.2 Board of Directors 2023-2024
- 2.3 Directors having fulfilled their terms
- 2.4 Directors with one or two years remaining
- 2.5 New Community Members
3. Notice of Meeting
4. Acceptance of the 2022-2023 AGM Minutes held on November 14th, 2024
5. Annual General Meeting Presentations and Reports
  - 5.1 Chairman's Report – Phillip Mincher
  - 5.2 Treasurer's Report Fiscal Year End September 30<sup>th</sup>, 2024
6. Ratification of the Actions of the Board
7. Election of New Board Members for the Fiscal Year 2024-2025
8. Other Business
  - 8.1 Discussion re Community Association Levy
  - 8.2 Discussion re Entrance Signs
  - 8.3 Discussion re Fence and architectural standards
  - 8.4 Discussion re Golf Course renovations updates
9. Adjournment

## **MINUTES**

### 1. Call to Order and Approval of Agenda

Michael Zubkow (acting Chair) called the meeting to order at 20:12 hours.

***Motion:*** Moved by Dianne Dahl and seconded by Alex McAmmond that the agenda as written be accepted. **Motion carried.**

### 2. Introductions

#### 2.1. **Guests:** None

#### 2.2. **Board of Directors 2023-2024**

Phillip Mincher, President

Neala MacDougall, Treasurer

Cindy Wheatcroft, Secretary

Claudine Tylor, Events and Special Projects

Alex McAmmond, Events and Special Projects

Michael Zubkow, member at large

#### 2.3. **Directors having fulfilled their terms or left the Board**

Three Board members, Phillip Micher, Neala MacDougall and Michael Zubkow have completed their terms. Claudine Tylor and her family have moved so she has resigned her seat.

#### 2.4. **Directors with one or two years remaining**

Cindy Wheatcroft and Alex McAmmond have one year remaining on their term.

#### 2.5. **New Community Members in the Past Year**

Siama Shams has moved into 31055 Elbow River Drive

Brett Serpico and Sierra Shaw have moved into 31067 Elbow River Drive

Ryan Lewinson and Isabelle Vallerand have moved into 150 Elbow River Road

Rimoon and Ryman Shabo has moved into 135 Elbow River Road

Scott and Rachel MacDonald have moved into 31199 Elbow River Drive

Dinara Khalmonova & Benjamin Howell have moved into 82 Elbow River Road

### 3. Notice of Meeting

In accordance with the by-laws, a notice of the Annual General Meeting was delivered to the Membership on Saturday, November 2<sup>nd</sup>, 2024 via email stating time and date, ten days in advance. It is required that a quorum of 1/10 of all registered members be present at the Annual General meeting in order for the election of Directors to take place.

Attendance: twenty one (21) persons are in attendance representing fourteen (14) lots. Quorum is seven registered members.

On matters to be voted upon, the procedure is one vote per lot (members in good standing) and a simple majority of those present will carry the vote. Proxy voting not allowed.

### 4. Acceptance of the Minutes of the 2022-2023 AGM

Acceptance of the 2022–2023 AGM Minutes of the November 14th, 2023 Annual General Meeting (Minutes distributed by email on November 2<sup>nd</sup>, 2024):

**Motion:** Moved by Gordon Lang and seconded by Gordon Wood that the Minutes of the 2022-2023 AGM held November 14th, 2023 be approved as circulated. **Motion carried.**

### 5. Annual General Meeting Presentations and Reports

#### 5.1 President's Report – Phillip Mincher

Phillip Mincher was not in attendance. Thank you to the community for their participation in the Fall Clean up BBQ. Community association is running well.

#### 5.2 Treasurer's Report

No spending was done using the Community Association funds. Incurred costs for the year were the monthly bank fee of \$1.95

# Elbow River Estates Community Association

## Statement of Financial Position as of September 30, 2024

	Actual 2021- 2022	Actual 2022- 2023	Actual 2023- 2024
<b>Cash - Balance forward</b>	<b>\$2,857.63</b>	<b>\$2,834.23</b>	<b>\$2,815.83</b>
<b>REVENUE</b>			
Transfer from Coop	\$0.00	\$0.00	\$0.00
Coop Loan	\$0.00	\$0.00	\$0.00
TD Bank deposit Carryover	\$0.00	\$5.00	\$0.00
CFEP Grant	\$0.00	\$0.00	\$0.00
Accounts receivable (RV Grant)	\$0.00	\$0.00	\$0.00
<b>Disbursements</b>	<b>\$23.40</b>	<b>\$23.40</b>	<b>\$23.40</b>
<b>Sub-Total Revenue</b>	<b>\$2,834.23</b>	<b>\$2,815.83</b>	<b>\$2,792.43</b>
<b>DISBURSEMENTS</b>			
Grass cutting / fencing material	\$0.00	\$0.00	\$0.00
Postage / Office expenses	\$0.00	\$0.00	\$0.00
Maint / misc expense	\$0.00	\$0.00	\$0.00
Spring Clean-Up	\$0.00	\$0.00	\$0.00
Mr. P Potty	\$0.00	\$0.00	\$0.00
Waste removal (Castle Guard)	\$0.00	\$0.00	\$0.00
Professional Fees / Bank Fees	\$0.00	\$0.00	\$0.00
AGM	\$0.00	\$0.00	\$0.00
Other, Bank, Website & Sign	\$23.40	\$23.40	\$23.40
Community Centre / Playground Insurance	\$0.00	\$0.00	\$0.00
<b>Sub-Total Expenses</b>	<b>\$23.40</b>	<b>\$23.40</b>	<b>\$23.40</b>

**Motion:** Moved by Don Dumka and seconded by Alex McAmmond that the 2023-2024 unaudited financial statements are accepted as presented. **Motion carried.**

## 6. Ratification of the Actions of the Board

**Motion:** Moved by Don Dumka and seconded by Gordon Lang that the membership of Elbow River Estates Community Association ratify the actions of its Board of Directors for the fiscal year ending September 30, 2024, and other actions up to and including the AGM held November 12<sup>th</sup>, 2024. **Motion carried.**

## 7. Election of New Board Members for the Fiscal Year 2024-2025

Incumbents are Alex McAmmond and Cindy Wheatcroft having one year left in their term.

Neala MacDougall, Philip Mincher, Michael Zubkow, Angie Hofmeister and Fran Hudye put their names forward.

**Motion:** Moved by Don Dumka and seconded by Gordon Lang to elect Neala MacDougall, Philip Mincher, Michael Zubkow, Angie Hofmeister and Fran Hudye to the 2024-25 Board of Directors.

**Motion carried.**

## 8. Other Business

### 8.1 Discussion re Community Association Levy

**Discussion:** The current community association bylaws state that anyone living in the community can become a community association member by paying the required membership fee (to be fixed by the executive board each year). There is currently no set membership fee. There is no current income for the community association. At this time repairs to the entrance signs and upkeep of the playground and other common areas is difficult with no income. The board proposes a \$250.00 annual levy for each lot. The question was raised if this is mandatory - Answer: no, each household would voluntarily pay the levy and if they do not pay the levy they can opt out of community association membership.

### 8.2 Discussion re Entrance Signs

**Discussion:** Community Association is working on repairs to the east entrance sign

### 8.3 Discussion re Fence and architectural standards

**Concerns were raised over the fence erected at 31055 Elbow River Drive. The community association was given legal advice that although there is a restrictive covenant on property restricting the type of fencing, it may be difficult to enforce. It was suggested that residents who are concerned should consult their own legal counsel. It was also brought up that the community association does not have any funds to pay for legal counsel.**

#### 8.4 Discussion re Insurance

**The question was raised about insurance. It was clarified that the playground land is leased by the water coop and as a result the water coop has \$2Mil liability insurance on the leased lands. The coop also has errors and omissions insurance for the board. The community association does not pay for any insurance at this time.**

#### 8.5 Discussion re Golf Course renovations updates

**For information purposes only as the community association board has not received any official notification from the Glencoe Golf Course. Rosemary Lang is a member of the Glencoe and is aware that they have approved a renovation of the lakes and slopes courses.**

### 9. Adjournment

***Motion:*** Moved by Don Dumka and seconded by Alex McAmmond that the 2023-2024 Annual General Meeting of the Elbow River Estates Community Association be adjourned. **Motion carried.** Meeting adjourned at 21:00 hours.

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