



**MINUTES OF THE ANNUAL MEETING OF MEMBERS OF
TRAFALGAR-CHARTWELL RESIDENTS' ASSOCIATION INC. ("TCRA")
HELD ON Wednesday, May 3, 2023 via Zoom conferencing**

Chair: Carolyn McMinn
Recording Secretary: Paul Ambrose

Call to Order: 7:30 pm

Attendance: Approximately 35 residents

Guests: Oakville MPP Stephen Crawford, Mayor Rob Burton, Councillors Dave Gittings and Janet Haslett-Theall, Oakville Downtown BIA Executive Director Adrienne Gordon

REGULAR BUSINESS

1. Welcome and opening remarks by the TCRA Chair, Carolyn McMinn.

2. Minutes of the April 24, 2022 Annual and Special Meeting

Resolution 2023-05-03-1 "It is resolved that the minutes of the 2022 TCRA Annual General Meeting be accepted and approved." was approved by 49 Members out of 49 Members voting electronically on the simplyvoting.com web site. Two Members abstained from voting.

3. Annual Financial Statements

The Financial Statements for the years ended December 31, 2022 and October 31, 2020 were distributed to Members by email, and are attached as Appendix A.

4. Audit Exemption for TCRA

Resolution 2023-05-03-2 "It is resolved that Trafalgar-Chartwell Residents' Group Incorporated be exempted from the requirement of an audit or financial review until the 2024 Annual General Meeting was approved by 51 Members out of 51 Members voting electronically on the simplyvoting.com web site.

5. Election of Directors

The following Members were elected as Directors of the Corporation by 51 Members out of 51 Members voting electronically on the simplyvoting.com web site: Paul Ambrose, Erin Cini, Jayne Huddleston, Doug McKirgan, Carolyn McMinn. Two Members abstained from voting.

The results of the electronic voting are attached as Appendix B.

The regular business of the Annual and Special Meeting concluded at 7:40 pm.

The balance of the evening included presentations from Oakville MPP Stephen Crawford, Mayor Rob Burton, Councillors Dave Gittings and Janet Haslett-Theall, and Oakville Downtown BIA Executive Director Adrienne Gordon. The guests answered questions submitted by residents.

The meeting adjourned at 8:55 pm.

APPENDIX A – Financial Statements for the Year ended December 31, 2022

Trafalgar-Chartwell Residents' Association Inc.
(formerly Trafalgar-Chartwell Residents' Group Incorporated)
Statement of Financial Position
As at December 31, 2022 and October 31, 2021
(Unaudited)
(Note 1)

	2022	2021
Assets		
Cash in bank	\$ 10,255.80	\$ 10,772.95
Prepaid expenses	<u>790.22</u>	<u>1,086.04</u>
	<u>\$ 11,046.02</u>	<u>\$ 11,858.99</u>
Liabilities and net assets		
Accounts payable	\$ 578.24	\$ -
Net assets	<u>10,467.78</u>	<u>11,858.99</u>
	<u>\$ 11,046.02</u>	<u>\$ 11,858.99</u>

Accompanying notes are an integral part of the financial statements

On Behalf of the Board:

Director Carolyn McMin

Director Paul Ambrose

Trafalgar-Chartwell Residents' Association Inc.
(formerly Trafalgar-Chartwell Residents' Group Incorporated)
Statement of Operations and Changes in Net Assets
For the 14 months ended December 31, 2022
and 12 months ended October 31, 2022
(Unaudited)
(Note 1)

	2022	2021
Revenue		
Membership dues and donations	<u>\$ 2,951.00</u>	<u>\$ 2,775.00</u>
	<u>2,951.00</u>	<u>2,775.00</u>
Expenses		
Annual General Meeting & other meetings	1,456.67	-
Publicity and membership	390.66	-
Liability Insurance	1,282.46	432.05
Corporate Governance	306.89	-
We Love Oakville Contribution	300.00	200.00
Office and other	234.47	302.14
Web site and video conferencing	<u>371.06</u>	<u>314.58</u>
	<u>4,342.21</u>	<u>1,248.77</u>
(Deficiency) Excess of revenue over expenses for the year	(1,391.21)	1,526.23
Net assets, beginning of year	<u>11,858.99</u>	<u>10,332.76</u>
Net assets, end of year	<u>\$ 10,467.78</u>	<u>\$ 11,858.99</u>

Accompanying notes are an integral part of the financial statements

Trafalgar-Chartwell Residents' Association Inc.
 (formerly Trafalgar-Chartwell Residents' Group Incorporated)
 Statement of Cash Flow
 For the 14 months ended December 31, 2022
 and 12 months ended October 31, 2022
 (Unaudited)
 (Note 1)

	2022	2021
Operating Activities		
(Deficiency) Excess of revenue over expenses for the year	\$ (1,391.21)	\$ 1,526.23
Adjustment for amortization of prepaid expenses	<u>2,109.39</u>	<u>908.64</u>
	718.18	2,434.87
Change in non-cash items		
Increase in prepaid expenses	(1,813.57)	(1,311.94)
Increase (decrease) in accounts payable	578.24	(461.59)
Decrease in deferred revenue	<u>-</u>	<u>(100.00)</u>
(Decrease) Increase in cash	(517.15)	561.34
Cash, beginning of year	<u>10,772.95</u>	<u>10,211.61</u>
Cash, end of year	<u>\$ 10,255.80</u>	<u>\$ 10,772.95</u>

Accompanying notes are an integral part of the financial statements

Trafalgar-Chartwell Residents' Association Inc.
(formerly Trafalgar-Chartwell Residents' Group Incorporated)
Notes to Financial Statements
(Unaudited)

1. General

Trafalgar-Chartwell Residents' Group Incorporated ("TCRA") was incorporated on January 27, 1988 as a not-for-profit corporation without share capital by Letters Patent issued under the provisions of the Ontario Corporations Act. On October 19, 2021, TCRA was continued under the Ontario Not-for-profit Corporations Act.

At the Annual and Special Meeting of Members held on May 4, 2022, Members approved a Special Resolution authorizing TCRA to apply for Amended Articles of Incorporation which included a change in the corporation name to Trafalgar-Chartwell Residents' Association Inc. On May 11, 2022, the Province issued a Certificate of Amendment. Members also approved a new By-law which included a change in TCRA's financial year-end from October 31 to December 31.

TCRA is dedicated to protecting and preserving the existing residential land uses within its defined boundaries to ensure that the character of the area, so highly valued from a cultural and historic standpoint, is maintained and, where possible, improved.

2. Significant Accounting Policies

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations and include the following significant accounting policies.

(a) Revenue Recognition

TCRA derives its revenue from annual dues paid by members and from donations. In accounting for this revenue, TCRA uses the completed contract method, which is a method that recognizes revenue only when the rendering of services under a contract is completed or substantially completed. TCRA considers its services to have been rendered with regards to its annual dues at the end of the calendar year for which the dues were paid. Any annual dues received from members that related to future periods are recorded as deferred revenue and are brought into income in the future period.

(b) Prepaid expenses

Prepaid expenses are the portion of expenditures for services made in the current year which relate to future periods, ranging from 1 to 5 years. Such expenses are brought into income in the year to which they relate.

APPENDIX B – Results of TCRA Members Electronic Voting on the Simply Voting platform



5160 Decarie Boulevard, Suite 502
Montreal, QC, H3X 2H9 Canada
1 (800) 585-9694

May 3, 2023

Trafalgar-Chartwell Residents' Association
106-482 South Service Road East, Box 177
Oakville, ON
L6J 2X6 Canada

To Whom It May Concern:

The following election results are certified by Simply Voting to have been securely processed and accurately tabulated by our independently managed service.

Respectfully yours,

A handwritten signature in black ink that reads "Brian Lack".

Brian Lack
President

Simply Voting Inc.

Results - TCRA Annual Meeting Resolutions - May 3, 2023

Start: 2023-04-29 12:00:00 America/Toronto
End: 2023-05-03 16:00:00 America/Toronto
Turnout: 51 (79.7%) of 64 electors voted in this ballot.

Minutes of TCRA 2022 Annual and Special Meeting

Option	Votes
I approve	49
(100.0%) I do not approve	
0 (0.0%)	

VOTER SUMMARY

Total	51
Abstain	2 (3.9%)

Resolution to approve Audit and Financial Review exemption

Option	Votes
I approve	51 (100.0%) I do
not approve	0 (0.0%)

VOTER SUMMARY

Total	51
Abstain	0 (0.0%)

Election of Directors

Option	Votes
I approve	51 (100.0%) I do
not approve	0 (0.0%)

VOTER SUMMARY

Total	51
Abstain	0 (0.0%)

