

Terwillegar Park Estates 1 Homeowners Association
Annual General Meeting Minutes
September 21, 2024

1. Introductions & President's Report - Jeff Battershill

The meeting was called to order at 11:25 AM by Board President Jeff Battershill.

14 Association Members were present.

Jeff thanked everyone for attending and supporting the Terwillegar Park Estates 1 Homeowners Association.

2. Treasurer's Report – Ashish Khulbe

A copy of the Homeowners Association's financial statement for the fiscal year May 1, 2023, to April 30, 2024, was reviewed.

As of April 30, 2024, the cash balance in the account was **\$33,614** (\$40,010 as of August 31, 2024).

Overall Operating Expenses were \$6,040, which was a decrease of \$30,937. Expenses were down significantly compared to the prior fiscal year when we replaced the signs and relandscaped at the entrance at Rhatigan Rd.

Membership Fees collected for 2024 was **\$13,200** vs \$18,200 in the prior year. Year-to-date as of September 15, 2024, we have collected \$15,500.

The positive cash flow for the year was **\$7,160** compared to a deficit of \$18,777 in the previous year.

Overall, the Association is in a strong financial position, with cash reserves being sufficient to meet expected operating expenses for the foreseeable future.

A motion to accept the financial report was presented by Cory Gauvreau. Seconded by Miep Raedschelders. Motion carried.

3. Maintenance Report - Jeff Battershill (presented for Sarah Diggie)

Ronning Street Park. In the Spring, the area where the snowbank rink is located was roto raked, aerated, overseeded and fertilized. A Spring Park clean-up was completed by Lucas Yard Services, a local landscape company. A fall Park clean-up is planned which will reduce the work required each Spring.

Snowbank rink. We had another successful year at the snowbank rink due in large part to our volunteers **Adam Carpenter and Steve Adams** and many others helping with the setup, take down, snow removal and ongoing maintenance.

A Landscape Inspection was done on July 11, 2024, by City Parks and Roads Services. It was noted that the overall condition of the turf matches the surrounding field, the turf is back to its pre-existing condition, and there appear to be no conflicts with City of Edmonton Trees and the scope of this project. No remediation is required for this site.

The HOA is responsible for repairing any damage to the turf/sod. An industrial size sprinkler and hose connection are available to water, with the sod roto-raked, aerated, overseeded and fertilized in the Spring. Applications of fertilizer, overseeding and watering restored the sod.

Annually, we obtain a permit from EPCOR to hook up to the fire hydrant to flood the ice and/or water the grass.

A discussion was held regarding improving and/or adding to the lighting in the park and the snowbank rink area during the winter. Miep Raedschelders and Cory Gauvreau agreed to work together to see what might be done, Cory will initiate the process with a 311 focusing on overgrown landscaping/trees which block the light and underpowered park lights.

Homeowners were encouraged to call 311 or use the 311 app to report issues of concern to the City.

4. Membership Report – Harman & Grace Brar

Currently we are at 139 paid members. Last year was 138. Over the past several years, paid Memberships have declined or stayed stagnant. Even though this is a voluntary membership, we will look at ways to communicate and demonstrate the benefits more effectively of the membership to increase these memberships.

5. Community Events

On Sunday June 9th we held our first **Family Picnic and Party in the Park at Ronning Street Park**. Face painting and balloon twisting was provided by Painted Parrot, there was a bouncy castle and food, and treats provided by Roxdogz and SweetStix Ice pops. We hope to make this an annual event, with sports activities organized by GoPlay for the kids and other ideas and activities for the entire family.

A discussion was held around expanding the number of events during the year. Several ideas were discussed including a winter sleigh ride, movie night in the park, and a Family Day/kids skating party. A Special Events committee was formed.

6. Communications

We greatly acknowledge the efforts, direction, and guidance of **Erin Newell-Lupien** on the community website, <https://tpeha.ca/>.

Main channels to communicate with us are Facebook, through social marketing with a bi-annual newsletter and the website. Visit our website for the email address to contact us. The website address is www.tpeha.ca with lots of great information about our community.

The Facebook page is well received and supported by over 200 members.

7. Ratification of Board's Activities – Jeff Battershill

A motion to accept the activities of the Board was presented by Julie Al-Munajim. Seconded by Cory Gauvreau. Motion carried.

8. New Business

Flower pots

Many HOAs are enhancing the beauty of their community by placing flower pots at entrances and on boulevards.

Alternatives include obtaining approval from the City of Edmonton to distribute planters in designated areas throughout the community. The board would be responsible for purchasing and maintaining the planters, for example White Granite, Boulevard 28 planter made by Equinox.

<https://www.desertplanters.com/product/boulevard-self-watering-planter/>

Private companies such as Seasonal Impact (the company which completed the landscaping renovation at the front entrance) provide this service to communities such as Brookview.

<https://www.seasonalimpact.ca/contact>

Assistance may be available from the City under the **Residential Boulevard Gardening Program**. The program is an opportunity for homeowners to add character to their neighbourhoods by beautifying the City's strip of land between the sidewalk and the road. Program requirements and the steps for gardening on the City's boulevard are outlined on the website.

https://www.edmonton.ca/residential_neighbourhoods/gardens_lawns_trees/boulevard-gardening#:~:text=The%20Residential%20Boulevard%20Gardening%20Program,the%20sidewalk%20and%20the%20road.

A permit is required before any work or improvements can be made either a Declaration or a Licence of Occupation (LOO).

Ronning Street Park Snowbank Rink

The application to obtain a License Agreement with The City for erecting and operating a snowbank skating rink was submitted on Monday, August 5, 2024.

Volunteers are always needed to ensure we have another great season on the ice.

It was suggested that we purchase rubber mats (possibly horse trailer mats) to cover the cement around the picnic tables and benches.

Duties and responsibilities are broken down into 6 categories as follows (a more detailed list/description of what's "generally" required in each of the 6 categories is available):

Description	Responsibility Equipment
Documentation permits and Insurance.	HOA Board – Jeff B Ashish K
Rink layout, build, and take down.	Volunteers needed. Dave Kaminsky can help.
Rink/Ice establish a base and maintain ice level during the season.	Volunteers needed.
Resurface ice throughout the season.	Adam C & Steve A
Rink Maintenance, snow removal.	Volunteers needed. Gregg Brian can help.
Spring Clean-up.	HOA Board – Jeff B

9. Confirmation of Board & Committee Chairs for 2021/2021 – Jeff Battershill

The Terwillegar Park Estates Homeowners Association is governed by a volunteer Board of Directors comprised of property owners from the community. They are elected annually and provide their services on a volunteer basis. The involvement of community members is welcomed and encouraged, whether it be to join the Board, sit on a committee or to help organize and run community events.

Several members of the Board have agreed to stay on for another year.

Position	2023- 2024	2024 - 2025
President	Jeff Battershill	Jeff Battershill
Treasurer	Ashish Khulbe	Ashish Khulbe
Secretary		Julie Al-Munajim
Membership	Harman & Grace Brar	Harman & Grace Brar
Special Projects	Miep Raedschelders	n/a
Communications	Erin Newell-Lupien	Erin Newell-Lupien
Landscaping	Sarah Diggle	Sarah Diggle

Advisors & Event Coordinators	2023- 2024	2024 - 2025
Special Projects & Events		Miep Raedschelders
Family Day Event Coordinators		Harman Brar Mike Lupien
Community Events Committee		Adele Khulbe Julie Al-Munajim Jen Zabloski

Thank you to everyone for your time and involvement in our community.

10. Questions –

No further questions.

11. Adjournment – Jeff Battershill

Meeting was adjourned at 12:30 PM.