

Terwillegar Park Estates 1 Homeowners Association
Annual General Meeting - September 13th, 2025, 11:00 AM
Meeting Minutes

1. Introductions & President's Report - Jeff Battershill

2. Treasurer's Report – Ashish Khulbe

Review financial statements for the fiscal year May 1, 2024, to April 30, 2025.

- As of April 30, 2025, the cash balance in the account was \$40,139.23. There are no outstanding Liabilities.
- Overall Operating Expenses were \$10,274.89, which was an increase of \$4,234.93, year over year. Expenses were up compared to the prior fiscal year due in large part to hosting community events (Spring party in the park) landscaping, and maintenance.
- Annual Income for 2025 was \$16,800. Membership Fees collected were \$16,600 and we received \$200 in Donations.
- Year-to-date as of September 9, 2025, we have collected \$13,300 in Membership Fees.
- As of July 31, 2025, we have approximately \$43,000 in the bank.
- For fiscal 2025, the positive cash flow was \$6,525.11 compared to a surplus of \$7,160.04 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.

3. Maintenance Report – Jeff Battershill

Ronning Street Park

- Snowbank rink area, roto rake, aerate, overseed & fertilize.
- Spring and Fall park clean up.

Other areas

- Weed, clean-up and top up the mulch in the 37 tree wells along Ronning St. and the entrance at Rhatigan Rd.
- Weed, clean-up the “islands” on Ronning St. and Romaniuk Rd. and clean up the riverbank along Rooney Cr.

4. Membership Report – Jeff Battershill (for Harman & Grace Brar)

- 2024 147
- 2025 134 YTD (below the 5-year Average 2019 – 2024 of 146)

5. Community Events – Jeff Battershill

- Picnic in The Park - Jeff Battershill & Erin Newell-Lupien
- Concert in the Park - Erin Newell-Lupien

6. Communications – Erin Newell-Lupien

- Biannual newsletters to residents (Fall & Spring) - 203 subscribers
- Ongoing updates on Facebook page
- Preparation of communication materials for all various events

7. Ratification of Board's Activities – Jeff Battershill

8. New Business

- Ice Rink update – Researching the cost for replacement of the boards.
- Volunteers needed
- 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.	Adam C, Steve A, Trevor H
Rink/Ice establish a base and maintain ice level during the season.	Adam C, Steve A, Trevor H
Resurface ice throughout the season.	Adam C, Steve A, Trevor H
Rink Maintenance, snow removal.	
Spring Clean-up.	HOA Board – Jeff B

9. Confirmation of Board & Committee Chairs for 2023/2024 – Jeff Battershill

Position	2024 - 2025	2025 - 2026
President	Jeff Battershill	Jeff Battershill
Treasurer	Ashish Khulbe	Ashish Khulbe
Secretary	Julie Munajim	Julie Munajim
Membership	Harman & Grace Brar	Harman & Grace Brar
Special Projects	Miep Raedschelders	Doah Ozum
Communications	Erin Newell-Lupien	Erin Newell-Lupien
Landscaping	Sarah Diggle	

10. Questions

- Ideas for Picnic in the Park (small petting zoo)
- Doah Ozum suggested having an information session about new zoning by-law to allow developers to split lots for multi-unit dwellings. TPEHA board will work with Doah on this initiate.

11. Next meeting will be in September 2026.

12. Adjournment at 12:25PM