

BEHOA
EIGHTH ANNUAL GENERAL MEETING
May 31, 2021
7 PM Webinar

Due to Covid 19 restrictions the Annual General Meeting was hosted by Simco Webinar. Prior to the meeting date homeowners notified Simco of their wish to attend. The meeting moderator, Joanne Pilling, opened the meeting with the introduction of the meeting administrator, Erin Wright; and gave instructions on the conduct of the meeting.

1. CHAIRMAN'S CALL TO ORDER

Marg Sorge, the Board President, chaired the meeting and thus called the meeting to order at 7 PM.

2. WELCOME AND INTRODUCTION OF THE CURRENT BOARD MEMBERS

The Chair introduced the Board of Directors: Marg Sorge-President; Barry Manovich- Vice-president; Eric Roberts-Treasurer; Gloria Boguslaw-Secretary; Sharon Turner- Past-President; Donna Marasco, and Jonathan Chapman-Directors-at-Large.

3. PROOF OF NOTICE OF MEETING

Joanne documented that the Notice of Meeting had been mailed with the date and time of the meeting, the minutes of the AGM held in 2019, the 2020 Audited Financial Statement; proxy form, and attendance confirmation information. 21 Bridle Estates Rd confirmed that the notice was received at least 14 days prior to the meeting date.

Comment: 12 Bridle Estates Place did not receive the mailed package, but did obtain the Financial Statement by other means.

4. ESTABLISHMENT OF QUORUM

The quorum for unit owners of the Bridle Estates Homeowners' Association is not less than 20% of the units or 36 units personally represented or by proxy.

Joanne confirmed that there were in attendance

- 61 owners
- 9 proxies
- Total 70

The meeting was properly constituted for the transaction of business.

5. Motion to Approve the minutes of the Annual General Meeting held on May 27, 2019

MOTION by 44 Bridle Estates Rd and Seconded by 262 Bridle Estates Rd to accept the minutes of the Annual General Meeting held on May 27, 2019.

No errors or omissions were noted.

The motion was carried.

6. AUDITOR'S REPORT

Marg introduced Cody Hull from Hyde and Hull Chartered Professional Accountants, the Association's auditor. Cody reviewed the Audited 2020 Financial Statement and highlighted paragraph two on page three (3) indicating that the statement is in accordance with Canadian Accounting Standards.

Page 6 (Financial Position) elicited a question

***Question:** 12 Bridle Estates Rd—please explain 'Accrued Liability'-

Answer: Cody indicated that this was expenses incurred in 2020 but not yet paid by the year end.

Page 7- Statement of Operations and Operation Fund Surplus.

***Question:** 12 Bridle Estates Rd—what is included in 'Landscape Other'?

Response by Cody: fertilizer applications; tree and plant care in the common areas; any services not covered by contracts.

Page 8—Statement of the Reserve Fund

***Question:** 12 Bridle Estates Place -are we within budget for the new 24th Street fence?

Response by Cody—this is a question for the Board

***Question:** 12 Bridle Estates Place –clarify major/minor expenses to the Reserve Fund

Response by Cody—the BEHOA is governed by the Companies' Act and is not required to have a Reserve Fund. The Board can respond to this question.

Response by Eric-Board Treasurer- There is still minor signage at the corner of 24th Street and Bridle Estates Rd to be done. The Fund is used for something that is amortized over, for instance, 5 years. Example -the Park and Pavilion benches were paid out of the Reserve Fund.

***Question:** 12 Bridle Estates Rd-when will the 2021 budget be published?

Response by Eric—the 2021 budget was mailed to every homeowner in early December 2020.

7. **MOTION** by 304 Bridle Estates Rd and seconded by 217 Bridle Estates Rd to approve the 2020 Audited Financial Report as presented by Cody Hull.
Motion carried.

8. PRESIDENT'S REPORT

This report was mailed to the homeowners with the meeting notice in early May.

President's Annual Report to Bridle Estates Homeowners May 31, 2021

Presented here is a summary of the key initiatives undertaken by the Bridle Estates Homeowners' Association Board of Directors from January 1, 2020 to May 31, 2021.

- A key initiative for 2020 was the decision to replace the 24th Street fence with a new vinyl fence supplied and installed by Central Alberta Fencing. The Board asked the Architectural Controls Committee to bring forward a recommendation on a fence design, and following input from owners, the decision was made to proceed with the recommended fence design. Installation of the fence was completed in September 2020.

- In conjunction with the installation of the new fence on 24 th Street, the Board and the AC Committee engaged in numerous discussions with the City to obtain authority to close the gap in the fence at the Mews cul-de-sac. The best we could do in this situation and at this time was to narrow the gap rather than close it off completely.
- Covid 19 appeared in March 2020, and the Board began monthly virtual Zoom meetings.
- We continued our contract with Calgary Services for provision of summer lawn care, fertilizing, weed control, and winter snow removal. Summer service took place on Tuesdays and Wednesdays.
- In the summer of 2020, the Board contracted the gardening maintenance of the Linear Park to The Chinook Gardener. Board members Gloria Boguslaw and Donna Marasco and resident volunteer Robyn Manovich worked with the contractor to ensure that garden maintenance in the Linear Park was properly completed. Thank you everyone!
- We continued to contract our irrigation service and maintenance to AquaEfficient Ltd.
- We renewed our contract with Simco Property Management for another two years, beginning in January 2021.
- In the fall of 2020, the Board conducted a brief electronic survey seeking owners' opinions on how to make the Pavilion more user-friendly. The survey results were mixed, with some owners wanting no action at all, some wanting full enclosure of the facility, and others wanting minimal additional seating, water access, and a lending library. Considering these results, the Board asked the Architectural Controls Committee to research pavilion improvement options and bring a recommendation forward for the Board's consideration. The AC Committee is continuing its work on this request.
- In the early months of 2021 President Sharon Turner stepped down from the role, and Director Marg Sorge took on the President's role. Director Barry Manovich became the Vice President of the Board.
- On March 2021 the Board decided to establish a website for the Bridle Estates Homeowners' Association. This was a major initiative of the Board, and will continue to be a work in progress as our community evolves. The site provides a wealth of information to homeowners and we encourage Bridle Estates residents to access the website frequently at <https://www.bridleestateshoa.com>.
- In consideration of Covid 19 and ongoing provincial health restrictions to ensure everyone's safety, the Board decided that our 2021 AGM would be virtual. Planning is underway for that event. Simco is providing technical support for this virtual AGM, and just in case there are hiccups or delays, the Board appreciates everyone's patience and understanding as this type of meeting is a new procedure for all of us.
- Our 2020 AGM was initially postponed until September, but in the end, it had to be cancelled due to ongoing Covid 19 restrictions. We sent our 2019 Audited Financial Statement to owners and held our Board election by an electronic survey. Board member Larry Butler did not seek reelection, and Barry Manovich was elected to the Board to fill the vacancy.
- Also, in September 2020, our property manager, Luke Pascall, retired, and we welcomed Joanne Pilling as our new Simco contact.

- The Board would like to express our appreciation to the members of the Architectural Controls Committee for their ongoing work and dedication on the 24th Street fence project and the Pavilion improvement project. Thank you to Bob Johnston, Pauline Huff, Wendy Lewin, Judy Falkinson, and Barb Plunkett. Board directors Barry Manovich and Marg Sorge represented the Board on this Committee.
- We also owe a huge debt of thanks to director Jonathan Chapman for his commitment to helping us move forward in our use of technology. Jonathan is almost single-handedly responsible for the development and launch of our website, and at every meeting, his wisdom and guidance in all matters related to Board operations is greatly valued by the Board. Thank you, Jonathan.

Submitted by Sharon Turner, Past President and Marg Sorge, current President.

9. Recognition of retiring Directors

Two year terms expired for Donna Marasco, Jonathan Chapman and Gloria Boguslaw and they did not stand for reelection. Marg paid tribute to them and their contributions to the Association.

10. Election results

In order to keep the Webinar management simpler, the Board opted to hold an election via “Survey Monkey”. In keeping with the Articles of Association, the appropriate notices were sent via the Board’s gmail for nominees to fill the three vacancies for Board Directors. They were asked to send their nominees to Joanne at Simco. Two nominees put their names forward; no election was required.

MOTION: by 217 Bridle Estates Rd and seconded by 44 Bridle Estates Rd to acclaim Wendy Lewin and Brent Jespersen as Board Directors each for a two year term.

Motion carried.

11. Marg welcomed Wendy and Brent to the Board.

12. **QUESTION AND ANSWER** period (Administrator)

Question: 43 Mews-when is the gap in the 24th St fence at the Mews going to be filled?

Response by Barry-in working with the City the BEHOA was allowed to decrease the gap by approximately 22 feet to leave space for access to a potential laneway to the acreage south of Bridle Estates. The City is undecided at this time as to exactly what their own plans are; we will continue to pursue the idea of closing the space.

Question: (3 parts) 16 Place-1. with the monthly maintenance of the flower beds is that adequate?

Response by Gloria—the agreement at this time with Garden Essentials is a spring and a fall cleanup; and maintenance every two weeks during the summer season to get better control of the weeds. We may not require the service that often as the summer progresses.

2. The irrigation system is aging—is it possible to separate the repair figure

from the start up and shut down expenses?

Response by Eric—I have completed such a spread sheet for Board use, and find that it is costing \$27 per unit per year for maintenance of the irrigation system.

3. I propose the following MOTION: In appreciation of the time and resources spent managing the affairs of the BEHOA and a small way allowing homeowners to express gratitude, it is moved by 16 Place and seconded by 12 Place that \$3000 be used towards the cost of the Board members and their spouses/guests to meet socially twice a year.

Response by Eric- the Board cannot accept remuneration as per the Articles of Association; and thank the people for their thoughts.

Response by Jonathan—for a non-profit organization the officers/Board are unable to receive gratuities or payments.

Comment: 53 Manor—in any organization such as ours nobody takes rewards for the jobs they do—it is strictly volunteerism; and recommended that the motion be withdrawn

Question: 222 Road—if not allowed recognition while sitting, can they be allowed to following their service?

Response- Jonathan-good question; the Board can look into this for future reference
Based upon the discussion 16 Place withdrew the motion.

Question: 21 Rd-does everyone get the same treatment of flower beds as the Linear Park beds?

Response: Marg—the HOA is responsible for the maintenance of the property that it owns, that being the Front Entrance Features, the Pavilion, and the Linear Pathway. CSL is contracted to weed the homeowner front beds three times per season.

Question: 53 Rd—we note changes to the decks with various designs and materials. Has the Board changed the intent of keeping the common look as prescribed by the Covenants?

Response: Barry—evolution is taking place. There are a number decks that have deteriorated to the point of being dangerous—some were build with a less expensive material and workmanship. Those built with TimberTek appear to be wearing well. At this time both material and colours are a challenge to match to the original construction.

Question: 53 Rd—could we have an update about the Ring Road sound attenuation fence adjacent to Bridle Estates?

Response: Jonathan—we continue to push for the latest updates from both the Province and KGL, the construction company, and we get vague answers. There is just uncertainty at this time. It is noted that the berm upon which Bridle Estates homeowners' fences are built is not strong enough to withstand the weight of the usual style of sound barrier wall.

Question: 12 Rd- 1. We have a concern that the chain link fence is need of repairs

Response: Marg—we have nothing formal regarding the chain link fences; however, they will be considered along with all the fences.

2. Concern about security at the Pavilion and the Linear Pathway

Response: Marg—we have changed the location of the ‘Private Property’ signs—perhaps that will draw attention to the signage. Since we are not a gated community, we can only rely upon owners to monitor what is happening in our complex.

3. Could we have a list of the residents? Perhaps we use the website to publish it.

Response: Jonathan--privacy laws prohibit the publication of names without the consent of each and every member. The website is currently open to the public. If individuals want to, they are free to establish their own group listings of those who wish to share.

Comment: 16 Place--the Place has done a door-to-door listing and all were willing to share

Comment- 143 Mews- agree that privacy laws would prohibit publication of owner information

Comment—14 Way- it is commendable to share and as such create a sense of community

Comment—143 Mews—something for future consideration. Garage doors are aging—broken springs, cables, etc. At some point a decision will have to be made about a complete door design change.

Comment—253 Rd—the rear fence along the north perimeter is in poor condition. Would like to give priority to that as opposed to any more Pavilion expenses.

Response: Barry—the homeowners along the north side of Bridle Estates do not own that particular fence—it is owned by the Condominium north of Bridle Estates and is built on Condo property. Simco also manages that property; the Board has approached them with a proposal for cooperation if and when they decide to replace their fence.

Our Fence Committee can be asked by the Board to take another look at the condition of the fence.

13. CLOSING REMARKS

Marg thanked the many volunteers who have contributed their time and energy to improving our area. We had a snow angel who cleared the City Dry Pond pathway and others kept the mailbox approaches clear. There were a number of individuals who assisted with landscape projects, served on committees, started the Lending Library, took it upon themselves to encourage home painting.

The Board encountered a couple of instances this past year where homeowners required some extra assistance and no contact numbers were available.

Please provide an Emergency contact to Simco.

Mag thanked the members for participating in this meeting.

The meeting adjourned at 9:15 PM.

Minutes submitted by Gloria Boguslaw