

COUGAR RIDGE RESIDENTS ASSOCIATION

2009 Annual General Meeting (AGM) Minutes

AGM Date:	Tuesday November 24, 2009
Location:	West Springs Free Methodist Church, 742 85 St SW
Called to order:	7:30 PM
Adjourned:	9:30 PM
Past Board Members in Attendance:	Brian E, Dawn A, Bruce G, Natacha W, Susan V, Trevor N

1. Interim President, Brian E called the meeting to order. He welcomed and thanked everyone for attending. He further clarified that in October 2008, United Communities organized the 2008 AGM at COP. The Annual Rent Charge (ARC) had not been collected to this point. United Communities adjourned that meeting after turning the Board of Directors for the CRRA to the community. Ten residents from the community were elected as the CRRA BOD. The CRRA became fully active with the new board in place.
2. For the 2009 AGM held on 24Nov09, quorum was NOT met and therefore this meeting will serve as a general information session.
3. At 7:45 p.m., a motion was passed to approve the 2008 CRRA AGM meeting minutes. Ron M, made a motion to pass the minutes and Gerry V. seconded the motion. As the meeting did not have quorum, these minutes may need to be approved again at the next AGM.
4. The CRRA Treasurer, Susan V. provided updates on landscaping as well as collections. Please refer to the appendix for notes from this portion of the meeting.
5. Gerry V. made a motion at 9:10 p.m., for the active board members to remain on the board, should they wish to continue. Since only six of the ten original board members remain active, four new members were elected.

The following original board members will stay on:

- Dawn A.
- Brian E.
- Bruce G.
- Trevor N.
- Susan V.
- Natacha W.

The following new individuals were elected

- Saro Jane B.
- Michael F.
- Ron M.
- Diane S.

The new Board of Directors will meet for the first time on Monday December 14, 2009 at 7:00 p.m., Calgary Co-Op meeting room (West Springs location on 85th Street SW). The Board members are in agreement that CRRA Board meetings will run every second Monday of each month.

6. The meeting adjourned at 9:30 p.m.

Appendix 1: Landscaping and Budget Updates provided at the 2009 AGM Information Session

- Although not all of Cougar Ridge was developed by United Communities, and therefore not all homes have the encumbrance, we are responsible for maintaining the entire area when it comes to landscaping upgrades/enhancements etc. The middle area of CR was developed by Birchwood and Acera. The WSCR website has a map of the developers. No fees are collected for the middle part of Cougar Ridge, as they are not part of the CRRA.
- The CRRA BOD is ultimately responsible for determining the landscaping needs for the community. Individuals wanting a say in deciding what is done should run for the board. No landscaping was done in 2009 as this was the first year that ARC fees were being collected. \$103,000 has been collected to date and we now have a budget in place. A few BOD members and community residents did volunteer their time to plant some flowers in the entrance areas and to clean up and weed those areas. Changes are coming in 2010. The BOD landscaping committee had discussions with four landscaping companies and obtained quotes. We also spoke to members of the community, as well as the landscaping committee for the Waldorf School, to get their input.
- The CRRA landscaping budget for 2010 is approximately \$90,000. Those in attendance did receive a copy of the budget.
- It is important to note that one landscaping company quoted us \$240,000 for the first year, with increases in the following years. The CRRA could not afford this with the number of homes that make up the CRRA or the current yearly fees that we are collecting. The BOD does not wish to increase yearly fees. Other companies gave us quotes for general landscaping capital improvement costs and some of these were within our budget limits.
- Should we take over the general landscaping operations *maintenance*, the CRRA BOD would likely get a grant from the city for approximately \$25,000 each year.
- The BOD has decided to go with Bow Point Nursery and Associates. They will beautify the four entrance areas, add plants/flowers, and potentially improve the landscaping along Old Banff Coach Rd. Bow Point would have a crew in our neighbourhood for cleanup, weeding, removal of garbage from entrances, etc. They are aware of the weed problems as well as the issues with the pocket gophers. We are currently negotiating with the City and with Bow Point. Therefore in 2010, Bow Point would be responsible for capital improvements and the City of Calgary will continue to be responsible for operations/maintenance.
- The BOD hopes to make all tot lots/playgrounds (four in total) pesticide free. We would need neighbours in those areas to sign a petition.
- The CRRA BOD clarified that the process for hiring a landscaper is transparent. The city has to ok who we use and the landscaper has to be on a list approved by the city.
- Trees are the responsibility of Urban Forestry. The BOD hopes to address tree problems eventually. One resident mentioned that trees in the medians are a bad idea, as they do not thrive.

- The BOD distinguished what the city is responsible for: City will cut, aerate, and water all playfields, pathways, parks. There is a different degree of maintenance for fields, paths, etc. The fence line along Old Banff Coach RD is the responsibility of the Roads department.
- The CRRA will be responsible for the four entrances, planting of flowers, new bushes, etc (enhancing and beautifying the community). We clarified that the CRRAs mandate is solely landscaping enhancements (not snow removal, etc). The CRRA BOD hopes to take over landscaping maintenance for Old Banff Coach Rd. **We may get a grant from the city for this. This is a follow-up item.**
- The CRRA BOD has liability insurance through Co-Operators. This is included in the budget.
- Auditors: someone made a motion in 2008 to have financial statements audited. This would cost the BOD more than \$3500.00/year. Our books are clean and we would rather spend the money on landscaping. One option would be to ask volunteers to review the books, rather than hiring independent auditors. **Someone suggested a Notice to Reader for \$500.00. This is a follow-up item.**
- Legal/collections: The BOD has funds dedicated each year for the unpaid accounts. This could cost \$50-75 per unpaid account (which we would eventually get back if the homeowners paid up). The recommendation is to pursue unpaid accounts after \$500.00 have accrued and to place caveats on these homes, in fairness to those who have paid.
- If we wanted to add the ARC fees to property taxes, we would need 75% buy-in from the community. We would have to re-do this every three years. In addition, if the ARC is added to property taxes, money can't be carried over to the following year.
- **With regards to the budget, someone suggested changing the term "increase in reserve fund" to "bank balance at the end of year". This is a follow-up item.**
- The BOD has previously investigated online payment options. Although this would be convenient for residents, the cost for using such systems is prohibitively high.
- Suggestions were made to consider collaborating with WSCR Community association as well as with other residents associations to increase our buying power (Wentworth, West Springs, etc).
- We may use email in the future to organize community cleanups and weeding. There are 1282 homes that have the mandatory encumbrance set by the Developer (\$100.00/year most homes and townhouse style homes \$50.00/year). We have processed 82.3% of payments so far! The BOD has put in over 400 hours of volunteer time in 2008-2009.

Appendix 2. General issues raised during the meeting

- There is frustration over the fact that 800 homes in the middle portion of CR do not have the encumbrance, nor are they members of the CRRA. Post 2010, we could consider approaching them to see if they want to join, on a voluntary basis. The board acknowledges that this would be difficult.
- It was mentioned that there were improvements in 2009 with grass cutting on the boulevards. The BOD and community are playing catch up, as we are 7 years behind. If residents see something that needs attention, they should contact us or the City's 3-1-1 number. There was some success in the parks, where mulch was added by the City.
- Someone asked about the graffiti problem. This is a 3-1-1 issue and residents should email or call 3-1-1 to report this. There is a \$5000.00 fine for graffiti. Also of note is that the fences along the boulevards and Old Banff Coach Rd are the property and responsible of the homeowners and not of the CRRA.
- There is a problem with thistles at the east side pond.
- Some residents are doing their own weeding of problem areas and cleaning up park spaces. If you want to clean up your park, pathways, pond areas, please contact the city to *Adopt a Park* (this will ensure you are covered in case of liability).
- We provided an update on the pond – it will be repaired (there is a leak in the liner). This is a safety issue for children. A chain-link fence will be added temporarily. Dawn is working with the city to get this repaired.
- Adele from Alderman Joe Connelly's office was in attendance. She encouraged residents to contact 311 or Alderman Connelly's office (or website).
- The tripping hazard on the cracked/missing sidewalk at Old Banff and CR Drive has *not* yet been repaired. This was reported to 311 several months ago. We will need to go back to the roads department to get this repaired.
- The city has a rule that they won't finish sidewalks/roads until they can tax someone for the costs involved. There is an acreage on 77th Street where there was no sidewalk and the

Roads department did complete the sidewalk this year after some involvement from the Alderman's office.