

**Minutes**  
**2014 Annual General Meeting**  
**Kincora Residents Association**  
**Thursday May 22, 2014**  
**Holy Trinity Anglican Church, Calgary, Alberta**

**1. Call to Order**

The Owners in attendance have approved that Jack Sides of Parterre Property Services Inc. chair this Annual General Meeting.

The Annual General Meeting was called to order at 7:30pm by Parterre. Parterre explained that the purpose of the AGM was to review the audited financial statements of the Corporation and the election of the new Board of Directors.

**2. Roll Call and Certification of Proxies**

Including the present owners and the proxies there was a total of 31 owners represented, which was achieved after a delay of 30 minutes, thus the quorum required was 2.5%. Quorum was met.

**3. Proof of Notice of Meeting**

By a show of hands, the Owners present confirmed that the Notice of Meeting had been mailed out and received.

**4. Approval of the 2013 AGM Minutes**

On a **motion** by 43 Kincora Manor, **seconded** by 153 Kincora Bay, the Meeting Minutes of the 2013 Annual General Meeting of Monday May 22, 2013 as prepared by Parterre was accepted. **All in Favor. Carried**

**5. Property Managers Report**

**As presented by J. Sides:**

- Landscaping – worked with the City on the expectations of the community.
- A Consultant was hired this year to develop the specifications and tender documents so that the Landscaping work could be issued to the market place for quotes.
- The tender package was issued to 13 landscaping firms and 5 tenders were received. Pricing ranged from a low of \$150,000 to over \$600,000.
- The Board felt that given the work it had done with the City in identifying the community's landscaping expectations over the past couple of years, the City's responsiveness in working with the Board and its depth of manpower/experience, the Board approached the City to determine if they could or better still work within a Budget that the Board felt was appropriate.
- The City expressed a genuine desire to continue working with the Board as well as in the community and within the Budget for a 3 year term.

- The Board awarded the City the landscaping contract.
- Two Sub-committees have been set up
- Landscaping committee to monitoring and make adjustments to the landscaping
- Capital project Committee to development community amenities/enhancements which will be submitted to the Board of Directors for its consideration. (Examples of capital projects could be: gardens / ice rinks / basketball or tennis courts).

**Question:** “Why does it (rink or court for example) become open to everyone?”

**Response:** The KRA has no lands of its own and as such any amenities built even though paid for by the KRA would be built on lands owned by the City and thus under the City’s charter are usable by all City of Calgary Residents.

**Question:** Is the new landscaping contract saving us money?”

**Response:** Yes, the specifications and tender documents allowed the Board to clearly identify the cost of landscaping and help set a budget which it was able to use to negotiate with the City. The cost has been reduced by about \$40,000.

**Question:** “Dead trees – along the blvd/drive can anything being done?”

**Response:** The trees are City property. The City may remove them but their cycle to replace them is 5 to 7 years. Notwithstanding this, The Board thru its relationship with the City under the landscaping contract has had some success in the past in having years replaced earlier than this cycle.

## **6. Approval of 2013 Audited Financial Statements.**

On a **motion** by 272 Kincora Heights, **seconded** by 61 Kincora Landing, the 2013 Audited Financial Statements as prepared by H. Donald Hyde was approved. **All in Favor. Carried.**

224 Kincora Point motioned to appoint H. Donald Hyde CA to prepare the 2014 audited financial statements for Kincora Residents Association, **seconded** by 153 Kincora Glen Rise, **All in Favor. Carried.**

**Question:** “Why such a jump in accounts receivable?”

**Response:** Owners still owe their annual fees, late fees and now owe money for legal fees. This is all recoverable form the debtor

**Question:** Cell tower lease when does it renew, who negotiated the rate?”

**Response:** In 4 years. The Board & Parterre negotiated the current rate which was an approx 20% increase over what previously rental rate was. Parterre approached both Telus and Bell but neither were interested in leasing the tower as they have installations already in the area.

**Question:** Why is Office and Other so high? Can you look into e-post?”

**Response:** The amount of mail outs is huge, land titles that needed to be pulled. Yes, we will look into e-post as an option in the future.

**Question:** “What is the insurance for?”

**Response:** The tower, gazebo and directors & liability insurance

**Question:** “Who is responsible for maintenance and/or repairs on the stone walls / feature walls?”

**Response:** The Unit that has the feature wall is as well as any other fencing on or around their property is responsible for its repair and maintenance. There is an encumbrance on their property title to this affect.

**Question:** “Why was no money spent on park refurbishment?”

**Response:** The City clean up on the shrub beds which in some areas were replaced with grass at their expense so no money was spent. In addition, The Board waited to see what work the City was doing its work then ran out of weather to do any upgrading of the parks.

**Question:** “What area is included in the Residents association? Can it be changed?”

**Response:** The KRA boundaries are defined as roughly speaking from Symons Valley road to almost the new Shaganappi Trail, from Stoney Trail to the south side of Kincora Glen Rise. A plan of the KRA area is attached.

Yes but the other lands for example the north side of Kincora Glen Rise as well as all of the other lands being developed would have to agree to join the KRA with about 60% of the Owners signing a Special Resolution to this effect and there is a lot of work for them

## **7. New Business**

Capital Projects: Suggested – Play ground / perhaps enhancing current ones, community garden / picnic tables, benches. Ideas from Owners would be greatly appreciated.

## **8. Election of the 2014 Board Members**

The Board of Directors is made up of anyone wishing to join the Board however you do need to be an Owner. The Board can consist of 3 to 9 members. You can nominate yourself or have your neighbor nominate you, advising your name and civic number.

The existing Board resigns each year at the AGM however can put their name forward to serve for another year.

The Property Manager provides information and guidance through the year to assist the Board in its decision making process when dealing with the affairs of the KRA.

The existing board members have tendered their resignation.

**Nominations** were called.

The retiring members of the Board of Directors were asked if they wished to volunteer for the next year and all 7 wished to continue.

A call for new Nominations went out – and 2 additional members were nominated.

153 Kincora Glen Rise motioned to close the nominations.

Nominations are as follows:

<b>Nominated Member:</b>	<b>Continue on:</b>
Al Baeker	yes
Mike Rogers	yes
Bruce Simpson	yes
Travis Merrick	yes
Stephen McDonald	yes
Johnathan Liu	yes
Rene Thibodeau	yes
Alex Privalov	New member – self nominated
Tony Mah	New member – self nominated

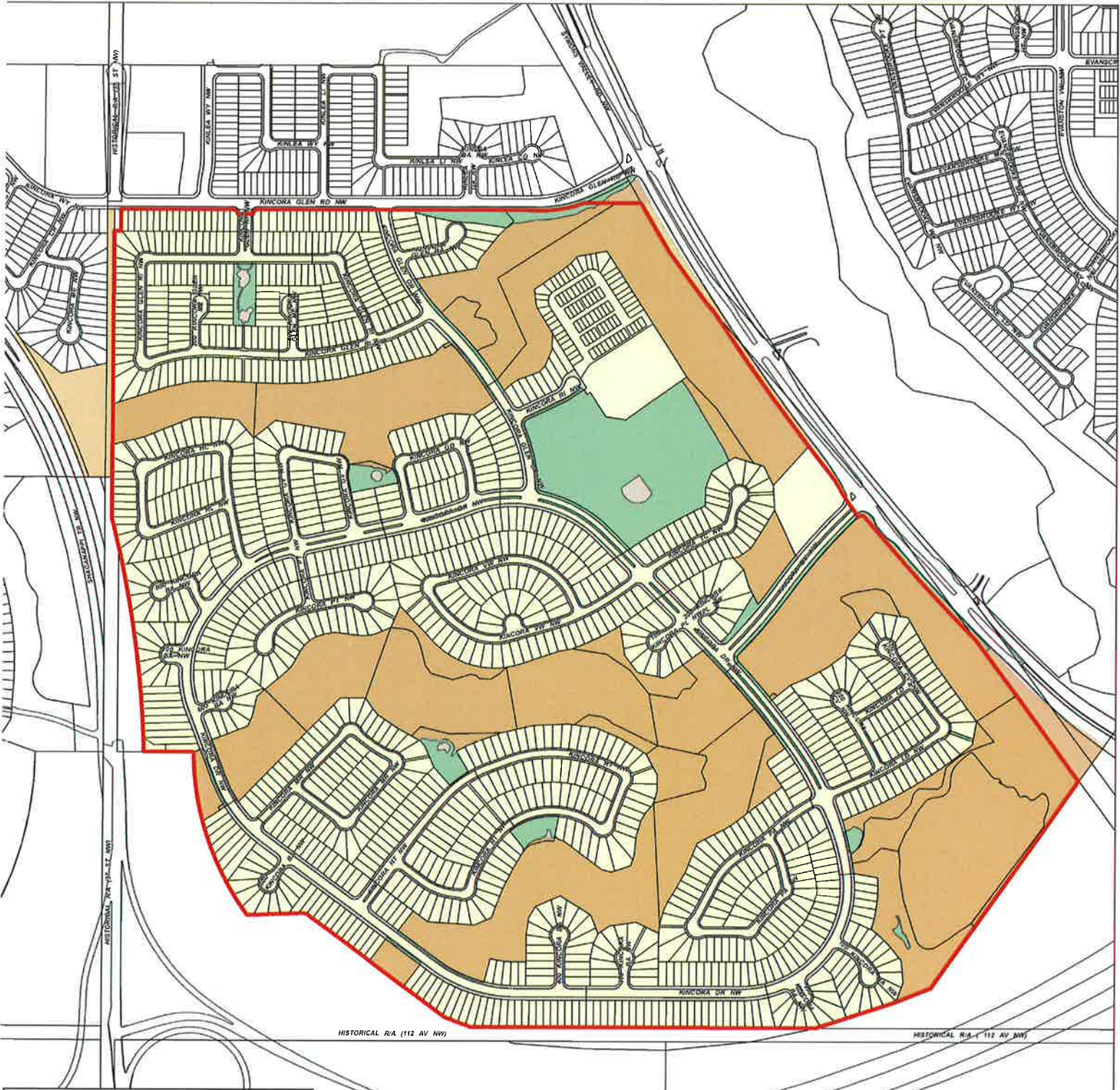
**The 2014 Kincora Residents Association Board of Directors are:**

**Travis Merrick  
Mike Rogers  
Al Baeker  
Bruce Simpson  
Stephen McDonald  
Johnathan Liu  
Rene Thibodeau  
Alex Privalov  
Tony Mah**

Parterre thanked all of the Owners who allowed their names to stand for election to the 2014 Kincora Residents Association Board of Directors.

**10. Adjournment of Meeting**

With no further new business or questions from the Owners present, motion was called by 61 Kincora landing to adjourn the meeting at 9:02 pm. **All in Favor. Carried.**



**Legend**

- Non Maintained
- Natural Area
- Turf Class B
- Turf Class T
- Boundary



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**Kincora Residents Association**  
 Landscape Service Agreement

