

ANNUAL GENERAL MEETING OF WEST RUTHERFORD HOMEOWNERS ASSOCIATION

March 8, 2010 – 7:30 pm
Ellerslie Road Baptist Church
Edmonton, Alberta

CHAIRMAN: James Brown

MINUTES

1. **Chairman** announced that the meeting was due to commence and requested that all persons present who had not done so, register at the table at the entrance.
2. Meeting called to order.
3. Introductions by **Chairman**:

Himself
Representative of Delcon Ellerslie Lands GP II Ltd., Delcon Ellerslie Lands Ltd. and Delcon HOA Ltd. – **Jennifer Brown**
Representative of Witten LLP – **Jonathan Calvert**

There were homeowners present representing 45 homes
4. **Chairman** welcomed everyone present, and explained the purposes and format of the meeting - The purposes of the meeting were to (a) comply with the bylaws and (b) give the homeowners information about the association and about recent developments and events affecting them. As to format, it was explained that there would be a formal portion of the meeting and an informal portion. There is a requirement under the Bylaws to hold an Annual General Meeting and the requirements of that meeting will be dealt with in the formal portion of the meeting. Following the formal portion of the meeting there would be an informal information session to discuss other issues of interest to the homeowners.
5. **Jonathan Calvert** explained that there is a quorum present and that the meeting is regularly called and properly constituted for the transaction of business. Quorum at the initial Annual General Meeting is a majority of the initial 5 subscribers of the Homeowners Association, 3 of which initial subscribers were present at the meeting (James Brown, Jennifer Brown and Ronald Sorokin).
6. **Jonathan Calvert** explained:

(a) that each Residential Unit is entitled one vote, which means that joint owners vote together;

(b) voting will be done by a show of hands unless a majority of Members present demand a ballot vote or the nature of the vote requires it.
7. **Chairman** spoke about the purpose of the Homeowners Association.
8. **Chairman** explained that there are no financial statements as the Association has just been formed.
9. **Chairman** explained the requirement for the election of 2 auditors from the general membership or hiring of an accountant to prepare the financial statements for the 2011 Annual meeting and asked for a motion for nominations/volunteers for the 1 year term as Auditors.

10. **Chairman** presented the following names of the nominees for auditor for one year term:
 - Martin Doyle
 - Darryl Short
11. **Chairman** requested a motion that nominations be closed. **Dominic Boire** presented the motion. **Frank Mclsaac** seconded the motion.
12. **Chairman** invited a voting by a show of hands and declared the motion carried.
13. **Chairman** requested a motion that Martin Doyle and Darryl Short be elected as auditors for a one year term. **Dominic Boire** presented the motion. **Frank Mclsaac** seconded the motion.
14. **Chairman** invited a voting by a show of hands and declared Martin Doyle and Darryl Short elected as auditors for a one year term.
15. **Chairman** explained the proposed fees for the Association – there will be no fees for 2010. In later years fees will be levied against residential lots and condominium units by the Association.
16. **Chairman** explained that the developer is ready to turn the board over to the homeowners but is willing to assist the Association for another year through nomination of one representative for a member of the board for a one year term. Chairman explained that the minimum requirement is 3 board members and the maximum is 9. One-half of the board members should be appointed for one year terms and the other half for two year terms, and in subsequent years all should be elected for 2 year terms in order to ensure that some continuity exists on the board from year to year.
17. **Chairman** asked for a motion setting the number of directors of the Association for the next year at 9. **Dominic Boire** presented the motion. **Frank Mclsaac** seconded the motion.
18. **Chairman** invited voting by a show of hands and declared that the motion had carried.
19. **Chairman** asked for a motion for nominations for the position of director of the Homeowners Association for 1 and 2 year terms and that further nominations for such positions be received from the floor.
20. **Chairman** called the meeting back to order and presented the following names of the nominees for director for a one year term:
 - Kathy Dawson
 - Aaron Box
 - Ben Arledge
 - Jennifer Brown

21. **Chairman** presented the following names of the nominees for director for a two year term:
 - Rennaye Miller
 - Dominic Boire
 - Frank Mclsaac
 - Greg McEachern
 - Heather Timm

22. **Chairman** asked for a motion that nominations be closed. **Megan Henschel** presented the motion. **Dominic Boire** seconded the motion.

23. **Chairman** invited voting by a show of hands and declared that the motion had carried.

24. **Chairman** asked for a motion that Kathy Dawson, Aaron Box, Ben Arledge and Jennifer Brown be elected to the board of the Homeowners Association for one year terms. **Megan Henschel** presented the motion. **Dominic Boire** seconded the motion.

25. **Chairman** invited voting by a show of hands and declared Kathy Dawson, Aaron Box, Ben Arledge and Jennifer Brown elected directors of the Homeowners Association for a one year term.

26. **Chairman** asked for a motion that Rennaye Miller, Dominic Boire, Frank Mclsaac, Greg McEachern and Heather Timm be elected to the board of the Homeowners Association for two year terms. **Melissa Mclsaac** presented the motion. **Carmen Kastelen** seconded the motion.

27. **Chairman** invited voting by a show of hands and declared Rennaye Miller, Dominic Boire, Frank Mclsaac, Greg McEachern and Heather Timm elected directors of the Homeowners Association for two year terms.

28. **Chairman** stated that the register of members has been compiled for the meeting. Chairman indicated that pursuant to the *Societies Act* the register of members will be kept at the registered office of the Association, as such office may be changed from time and which is currently Witten LLP (office at 2500, 10303 Jasper Avenue, Edmonton, AB T5J 3N6) and will be available for inspection, without a fee, by the Members during at least 2 regular business hours on each regular business day, such hours to be set at the general meeting. The Chairman asked for a motion that the hours of inspection be set at 2:00 pm to 4:00 pm during each regular business day at the registered office of the Association. **Dominic Boire** presented the motion. **Martin Doyle** seconded the motion.

29. **Chairman** invited voting by a show of hands and declared the hours of inspection to be set as indicated above.

30. **Chairman** indicated that the formal portion of the meeting is ended and, before commencing the informal portion of the meeting, requested a formal motion to adjourn. **Ben Arledge** presented the motion. **Frank Mclsaac** seconded the motion.

31. **Chairman** invited vote by show of hands and declared the meeting to be adjourned.