

**ANNUAL GENERAL MEETING MINUTES
NORTHSTAR RESIDENTS ASSOCIATION LTD.**

PLACE: Panorama Hills Community Centre
88 Panamount Hill NW
Calgary, AB T3K 5R9

DATE: **Tuesday, April 25, 2017**

TIME: 7:00 PM

1. ELECTION OF CHAIRMAN

Ray Hineman, President of Northstar Resident Association (NSRA) called the meeting to order at 7:05 p.m.

*Upon motion duly made by Howard Tse, VP NSRA and seconded Ron Buchan, Director NSRA
IT WAS UNANIMOUSLY RESOLVED THAT Ray Hineman be elected as Chairman of the Meeting.
MOTION CARRIED.*

Ray Hineman then assumed the Chair and appointed the Secretary, Terry Buzila to establish the quorum.

2. ESTABLISHMENT OF QUORUM

The Secretary reported to the Chairman that a quorum of persons entitled to vote at the meeting appeared to be present by virtue that: 49 Units were represented by personal appearance and 126 Units were represented by proxy. A total of 175 units were represented. The required quorum is 75 units.

3. INTRODUCTION OF HEAD TABLE AND GUESTS

The Chairman welcomed the Owners to the Annual General Meeting and introduced the Board:

*Vice President – Howard Tse
Treasurer – Dan Green
Secretary – Terry Buzila
Communications – Ron Buchan
Director – Paul Vogel
Director – Dragana Andjelkovic **absent***

*First Service Manager – Mike Labinjo
e-Centre Manager – Scott Chesniak*

Appointed Shianne Gilberg to record the minutes of the meeting.

4. NOTICE OF MEETING

The Chairman read the Notice of the Annual General Meeting and acknowledged that the Owners were not in receipt of the mailed notice in a timely manner however he advised that the meeting was promoted in the following ways; email notice sent directly to each Owner, advertised on the Panorama Hills e-Community Centre website, and signs posted throughout the community.

5. APPOINTMENT OR WAIVER OF AUDITORS

Waiving the audit as full financial report is currently not available.

6. APPOINTMENT OF SCRUTINEERS FOR BOARD ELECTION

*Diana Elekes
Christine Hansplant
Jeff Lines*

7. SPECIAL RESOLUTION VOTE

- a. *Board of Directors & Board Executive volunteer tenure –. Would like to propose a longer tenure for the Board to mitigate reinventing the wheel and starting fresh with a new Board each year. Proposal as follows: Director - 2 years; Vice President and President in conjunction with newly created position of Past President for a 3 year combined succession tenure. The Chairman explained that the role of Past President is to mentor and act as a consultant to the Board. UPON MOTION DULY MADE BY Dan Green AND SECONDED BY Paul Vogel IT WAS UNANIMOUSLY RESOLVED THAT the Board will assume this tenure. MOTION CARRIED.*
- b. *Increase board of directors from 7 to 9 voluntary positions – the Chairman explained the increase would provide additional skills, diversity, and experience. In addition, would complement 7a tenure. UPON MOTION DULY MADE BY Ron Buchan AND SECONDED BY Howard Tse IT WAS UNANIMOUSLY RESOLVED THAT the Board will increase to 9 members. MOTION CARRIED.*
- c. *AGM Quorum – change required units from 75 to 50 recommendation from previous Genstar AGM. DENIED
AMENDMENT - Howard Tse motioned to leave at 75 however at the following meeting, no quorum required. Daphne Chocy seconded. All in favor. MOTION CARRIED.*

8. REPORT OF OFFICERS

- a. *President –Ray Hineman. Ray recapped the year from the Genstar turnover to the challenges of establishing an inaugural board. The inaugural board has set the foundation for future boards. Renegotiating of contracts has been very successful and as a result have seen a cost savings of over 10K from the Hydra contract for example. Snow removal and community upgrades are a potential for sustainment and enhancement. Each year, themed events and barbecues get bigger and better to provide an enjoyable experience for the Owners. An Audit has not been done yet however once complete a copy will be mailed to all owners.*
- b. *Treasurer – Dan Green. Would have liked to have had the audit available at the meeting however will be done in approximately 6 weeks. With yearend being March 31 this attributes to the reason the financials are not available. With no previous financial statements provided the budget is based on actual costs. We will be getting a lifecycle study done to help determine and forecast costs. Detailed explanation of expenses and audit will*

be provided to all Owners.

Q. Why did Genstar not provide financial statements?

A. They are legally not required to

c. *Communications – Ron Buchan. In partnership with Ivmet, has upgraded the Panorama Hills e-Community Centre website. Easy to navigate and allows Owners to:*

- *book a room at the e-Centre*
- *register for programs*
- *pay fees online*
- *displays maintenance maps*

d. *e-Centre Update – Facility Manager - Scott – Community Event: Family Day, Easter egg hunt, Mother’s Day, Community Cleanup, Garage Sale, Father’s Day, Canada Day, Corn Fest, Haunted House, Christmas/Santa event.*

Initiatives –

- *New Christmas light display*
- *Ivmet with online program registration*
- *Catered Canada Day BBQ to increase efficiency and handle larger crowds at a cost savings*
- *an automated external defibrillator (AED) was purchased for the facility*
- *water park will be resurfaced*
- *utilizing an email distribution system for newsletter to reduce costs.*

9. RESIGNATION OF BOARD

*Howard Tse, Vice President
Dragana Andjelkovic. Director*

10. ELECTION OF BOARD MEMBERS

4 vacant positions.

Nominations began.

NOMINEES

*Dave Campbell
Glenn Pipke
Dale Savenko
Maryna Roshchenko
Jose Gonzalez*

NOMINATED BY

*Volunteered
Volunteered
Volunteered
Volunteered
Volunteered*

Having received the report of the scrutineers, the Chairman declared the following Owners duly elected to the Board of Directors:

<i>NAME</i>	<i>UNIT NO.</i>
<i>Dave Campbell (45)</i>	<i>62 Panatella Crescent</i>
<i>Maryna Roshchenko (40)</i>	<i>266 Panamount Close</i>
<i>Glenn Pipke (42)</i>	<i>151 Panamount Heights</i>
<i>Dale Savenko (43)</i>	<i>Multiple units in Panorama</i>

11. NEW BUSINESS AND QUESTION PERIOD

Q. Why has the number of units that are in arrears decreased?

A. Genstar was lax at collecting the fees, this Board communicates more and works with First Service Residential to use liens and other means of collection. We are down to 2% of Owners not paying.

Q. Are water/spray parks banned from the City of Calgary?

A. No. Possibly an outdoor shower by Alberta Health Services however this is yet to be mandated

Q. What steps have been taken to ensure privacy on the new website?

A. With the addition of online payments, the encryption meets security and privacy standards.

Q. Will the database be audited?

A. Yes, annually.

Q. Where are the servers located?

A. Calgary

Q. Do you let anyone rent the facility?

A. Yes, but they need to be represented by a resident of the community.

Q. Can we opt out of our fees?

A. No, it is a legal obligation

Q. Can anything be done about algae in the ponds?

A. Ponds are maintained by the City of Calgary.

Q. Why are the audit results not available for the meeting?

A. Our fiscal year end is March 31 and it takes an additional 1 month to close the books and then the audit will take place.

Q. Will there be assets show on the audit statement mailed to the Owners?

A. No, we are in the process of obtaining this information with our life cycle study an evaluation of buildings and other assets will be determined.

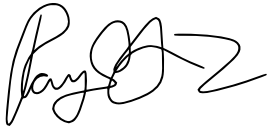
Q. What was the reason for the resignation of the two board members?
A. Personal reasons; work/life obligations

12. ADJOURNMENT

UPON MOTION DULY MADE BY Dave Campbell the Meeting be adjourned.

The Meeting was adjourned at 9:12 p.m.

Reviewed by Ray Hineman

A handwritten signature in black ink, appearing to read "Ray Hineman". The signature is written in a cursive style with a large initial "R" and "H".