

MINUTES OF THE GRAYDON HILL HOMEOWNERS' ASSOCIATION

2021 ANNUAL GENERAL MEETING

HELD ON MONDAY NOVEMBER 22, 2021, VIA ZOOM AT 7:04 PM MST

1) Introduction

Purpose of this meeting is to elect the initial Board of Directors for the Graydon Hill HOA.

- a) Carla – HOA Coordinator for MLC and she will be moderating tonight's meeting.
- b) Mark Tookey – MLC lawyer
- c) Chris Nicholas – MLC. Chris appreciates working with the interim board over the last 3 months. Chris will still be available for support going forward if required.

2) Call to order and appointment of recording secretary

Meeting is called to order. Ryan Yates motioned to have Raheel Virani be the recording secretary. Samar seconds.

3) Report of Interim Board

Chris – with MLC. Chris appreciates working with the interim board over the last 3 months. Chris will still be available to support, if required.

4) Current Financial Status

- a) Fees were collected per lot when lots were initially sold. There is approximately \$91K in bank right now.
- b) Costs incurred by MLC this past year were approximately \$50K. This covered some landscaping costs as well as the set-up costs for the HOA.
- c) Fees will be set after the Board is elected.

5) Election of Directors

- a) Eleven (11) community members have volunteered to be part of the Board of Directors, and there are 9 board positions available. The candidates are:
 - i) Alex Pike
 - ii) Andrew Bardestani
 - iii) Ardan Burton
 - iv) Dan Nordin
 - v) Jeffrey Joaquin
 - vi) Oscar Lam
 - vii) Philip Soladoye
 - viii) Poonam Sharma
 - ix) Raheel Virani
 - x) Ryan Yates
 - xi) Samar Grubestic

- b) Each candidate was provided 2 to 3 minutes to speak to their qualifications and what they can bring to the GH HOA Board of Directors.
- c) Mark Tookey confirmed that the quorum was established for the meeting. Carla confirmed that 30-days notice of the AGM was provided by mail to all Graydon Hill homeowners.
- d) According to the bylaws, single family homes receive one vote and multi-family homes receive a half vote. There are approximately 370 single family (fee-simple, including row homes and duplexes) and 100 multi-family.
- e) Voting took place from 7:32 pm to 7:36 pm.
- f) Results were displayed but require additional review to assign full and half votes.
- g) Results will be emailed out following the meeting.

6) FAQ and Q&A

Carla and Chris answered questions live from 7:38 pm until 7:57 pm.

Q1 ***How many people are in attendance tonight?***

A1 *69 in total.*

Q2 ***How do we know who president, and such is?***

A2 *The board members will have their first board meeting soon and will decide on roles. This will be communicated the community later.*

Q3 ***When will the election happen? How can we vote?***

A3 *The elections happened via the Zoom poll; those in attendance were provided several minutes to decide amongst the candidates.*

- Q4** *Why didn't we receive these information packages? From talking to neighbours no one seems to have received them.*
- A4 *A package was mailed via Canada Post to each homeowner in Graydon Hill providing at least 30 days notice of the AGM.*
- Q5** *At what point are the fees set?*
- A5 *The board will convene and decide on the appropriate level of fees, based on the communities' priorities, as indicated in the survey questions and answers.*
- Q6** *Is there a ballpark of cost per household for the HOA?*
- A6 *I don't want to speak on behalf of the newly elected Board, so I will let the Board engage with the community to set fees.*
- Q7** *How are the HOA allotted? Is it by square foot or by unit?*
- A7 *Single-family households (fee simple) pay the set annual fee. Multi-family complexes (Altius and Peak 61) are charged on a per acre basis.*
- Q8** *How long is the term of the current board?*
- A8 *The newly elected Board will serve a one-year term.*
- Q9** *I still need to vote. there was a connection error. I still need to vote. no one from my household voted yet.*
- A9 *Voting is now closed. Mark, the legal counsel, confirmed that the quorum was reached and the fact that results have been posted, we cannot accept additional votes from any household.*
- Q10** *Anyone knows what is happening with the playground, the big open empty field with an old shed?*
- A10 *The Board will engage with the community and determine community priorities.*
- Q11** *When do we know how much the annual fee is? And how do we contribute to the discussion around setting the fee?*
- A11 *The Board will decide on the fees and provide written notice to all homeowners. No fees will be due at least until March 1, 2022, and you will receive the fee notice at least 30 days prior.*
- Q12** *Will there be a consultation process on the fees?*
- A12 *The survey will determine what the priorities are, and fees will be based off the priorities of Graydon Hill homeowners. It will be up to the Board to engage with the community.*
- Q13** *What is considered a multi family unit? Our builder considers a duplex as a multifamily*
- A13 *Multi-family units are those in Altius and Peak 61. Duplexes are considered a single-family unit.*

Q14 *How often will these meetings be held, and will they all be open for us to view and ask questions?*

A14 *The AGM (Annual General Meeting) will happen once per year. The board will send out communication to all families on a regular basis.*

Q15 *Going forward how does the board engage with the community? Website? Meetings?*

A15 *Based on the survey, the board will determine how to best engage with the community.*

Q16 *How would be the budget allocated each year? And will everyone have an opportunity to vote on this? Thank you!*

A16 *The Board will be responsible for determining the budget and estimating the HOA's costs. The fees will be based on the budget.*

Q17 *How will the board engage with community members?*

A17 *Yes, we hope that the Board will engage with the community. How they choose to do this will be up to them. Please take the time to fill in the post meeting survey.*

Q18 *How is it possible to form a board with only 65 out of 470 homes?*

A18 *Quorum needed to elect the Board was only 5 members for the first AGM; and that is what is required to hold a valid resolution.*

Q19 *Will there be a general email for the HOA board?*

A19 *Yes, there will be a general email so that the community can put forth requests. Any questions in the meantime can be directed to hoa@mlcland.com*

Q20 *What is the ETA for the website to be up and running?*

A20 *Hopefully by the end of the year.*

Q21 *Can the board set fees even if the community is not in favour?*

A21 *Yes, the fees that the Board sets are binding, but I'm sure the Board will engage with the community in the coming weeks.*

7) Conclusion and Survey

The survey will launch in your browser when the meeting ends. Please complete the survey as it'll help assist the elected board members in making decisions.

8) Adjournment

The meeting is adjourned at 8:00 pm.

Carla Steadman

Chair

Raheel Virani

Recording Secretary