

**Keswick on the River Homeowners' Association**  
**Annual General Meeting**  
**Wednesday, April 3, 2024 @ 6:00 p.m.**  
**Windermere Golf and Country Club**

**Meeting Minutes**

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1. Romus Lam introduced himself, President and Secretary of the Keswick on the River Homeowners' Association and went over housekeeping items.
2. Current Board of Directors present were introduced: Vice President and Treasurer, Ali Gillani, and Directors Rob Peterson, Evelyn Lam, Maritza Leach. Shellie Sigurdson was absent.
3. Call for volunteers: President explained that new volunteer board members are required for the 2024-2025 year, as many current board members are stepping down. Emphasis was made that an outside management board would be very costly for the community should there not be enough volunteer board members.
4. The President called the meeting to order at 6:03 p.m.
5. The President went over the highlights from 2023, which included the Summer Community Fair, bouncy castles. Special thanks to All Green Landscapes for sponsoring the event, they donated \$1,000.00, which resulted in an overall cost of approximately \$10.00 to the community. The community ice rink was set up a bit late due to the weather. Decorative lights around the fountain and entrance during the holidays were installed by volunteers and All Green Landscapes. The Board was unable to complete permanent community signs, due to roadblocks by the City of Edmonton and permitting. Transitioning from QuickBooks and Office 365 in lieu of PerfectMind, as the software was very costly, and originally paid for by MLC. The new Board of Directors will need to make decisions regarding QuickBooks and Office 365.
6. The Treasurer provided an update on the 2023 Budget and expenses. The 2023 targets were based on 600 homes. A portion of the reserve funds was invested in a GIC to earn interest. All Green was the landscaping company utilized and has stored ice rink materials and holiday decor at no extra cost. The 2023 audit is taking place with an accounting firm, and audited financial statements will be posted on the website in due course.

2024 Budget is anticipating 650 homes, and approximately \$8,000.00 interest on the GIC. With landscaping, it is expected that there will be an escalation of 2-3% from 2023. Funds have been

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allocated for the permanent community board with approximately \$29,000.00 being added to the reserve fund. \$170,00.000 in GIC will be maturing soon and will be up to the next board to decide what to do.

7. The President went over 2024 HOA fees: \$350.00+GST. Notice and 2024 budget will be sent via mail outs to all homes along with a general email and posted on the HOA website in April 2024. Homes with outstanding fees will be subject to interest and homes with 2 years of outstanding fees will be subject to foreclosure.
8. The President went over 2023 landscaping activities - grass cutting and weed control is supplemented by the HOA (completed by All Green Landscapes) to coincide with the City of Edmonton efforts. The weeds are difficult to control due to chemical bans in effect by the City of Edmonton. Extra water trucks were ordered to maintain the flowers, as the summer was a dry one. Major future costs will be masonry repairs, due to grout breakdown, and is one of the reasons why it is important to have a healthy reserve fund in place.
9. The President went over potential future community enhancement considerations and maintenance: Masonry repairs will be required around the community, park upgrades (opportunities for additional park equipment, grade leveling at the current rink location and additional benches). Additions to the gazebo area will be a future board initiative. Current magnet signs are an ongoing weekly cost, permanent community signs at the two entrances have met with approval issues with the City of Edmonton.
10. Future action items: Data migration, joining Greater Windermere Community League, website enhancements with updated FAQs.
11. The President moved on to the Election of Directors. The following persons are current Directors and will not be seeking re-election:
  - Romus Lam;
  - Ali Gillani;
  - Rob Peterson;
  - Shellie Sigurdson; and
  - Evelyn Lam.
12. The following person is a current Director and is seeking re-election:
  - Martiza Leach (Second term).

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13. The President asked if there are any members, in good standing, that would like to put their name forward to be a Director for the HOA. There are a total of seven (7) Director positions. A minimum of four (4) Directors are required.
  14. The President invited the nominees to introduce themselves and give a brief introduction. No vote required as the number of volunteer Directors is under the maximum of seven (7) Director positions.
  15. The President declared the following members as the new Board of Directors.
    - Martiza Leach;
    - Bernie Borgeson;
    - Kyle Li;
    - Russell Meidinger; and
    - Hany Hassan.
  16. The President requested for a motion to appoint Directors. Motion seconded by Bill Bagshaw.
  17. The President opened the floor to questions and comments from members:

***Please note that questions and answers below have been simplified and is not meant to be comprehensive for the purpose of these minutes.***

- Q: Security is a concern for the community. Is there a possibility the community could be gated?
  - A: This would likely not be possible as most gated areas start off by being condominiumized. The Banks is an example of this - where each home is technically a condo. There would likely be significant costs to the community members - as an example, The Banks pays a significant management fee in addition to the annual HOA Fees.
- Q: Can the skating rink be moved to the gazebo area?
  - A: The Board has reviewed the location and while the area may appear flat enough to allow for the rink, there are 5-foot drops which would make it very difficult to set up a rink.

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- Q: The skating rink is being utilized by people outside of the community, is there anything that can be done about this?
    - A: As the rink is located on City of Edmonton lands, there is very little that can be done to prevent people who live outside of the community from utilizing the rink. There is a possibility for skate tags, however the Board would require volunteers to investigate, implement the skate tags, and to monitor for non-members utilizing the rink.
  - Q: Is it possible to utilize funds for security instead of the rink?
    - A: This would ultimately be up to the next Board; however, the rink brings a sense of community and security would likely be costlier than the rink, with little benefit to the community.
  - Q: What is happening to the green space south of Keswick on the River, and can it be used for the rink?
    - A: There will likely be a future community developed. There were past permitting issues and to the best of the Boards knowledge, the land is still in the control of MLC.
  - Q: There was a survey in the past, what were the results with respect to the skating rink? Not everyone received the survey.
    - A: A survey was sent out to all members that provided an email address to the Board. The majority of members who responded to the survey, voted in favor of the rink. Results of the survey will be posted. There will likely be future surveys for members to voice their opinion.
  - Q: Can the Keswick on the River playground be made accessible for those with disabilities?
    - A: This would be a question for the City of Edmonton.
  - Q: Can additional speed reduction measures be added to the community?
    - A: This would be a question for the City of Edmonton. The Board has voiced its concerns with Tim Cartmell in the past.
  - Q: Can more garbage cans be added in the area or potentially dog waste bag stands (like other communities)?
    - A: The future board can make the decision on adding more garbage cans and look into dog waste bag stands to supplement what is already provided and maintained by the City of Edmonton. This is a costly endeavor.

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- Q: Can CCTVs be installed around the community to monitor and identify dog owners who do not pick up after their dogs?
    - A: There would likely be permitting and privacy concerns in addition to costs. Many homes in the community already have cameras and there would be little benefit to adding public cameras. The City of Edmonton is responsible for enforcing the Bylaws.
  - A suggestion was made to amend the HOA Bylaws to waive annual HOA fees for members of the community serving on the Board of Directors.
    - A: Prior to the HOA being active, there was a consultation team put together by MLC and at the time, it was thought that no honorarium would be required as the Board of Directors are also community members and ultimately volunteers.

18. The President motioned to adjourn the meeting. Motion seconded by Bill Bagshaw.

19. The President declared the motion carried and the meeting adjourned at 7:21 p.m.