

**Keswick on the River Homeowners' Association  
First Annual General Meeting  
November 29, 2021, via Zoom Webinar**

**1. Introductions**

- The opening remark was given by moderator Joanna Gye, who introduced Chris Nicholas (president of MLC Development), Carla Steadman (HOA Coordinator), and Mark Tookey & Karen Oshry (MLC's legal representative).
- The motion to commence the meeting was moved by Bill Bagshaw. and seconded by Robert Hoy.

**2. Call to order and appointment of recording secretary**

- Lydia Thompson was appointed as the recording secretary for this meeting.
- The motion was moved to approve the agenda by Rob Peterson. and seconded by Steve Ostopowich.
- Quorum is established, and we have approximately 70 attendees

**3. Progress to date and current financial status**

- Overview of current financial status was provided by Chris Nicholas:
  - The fees collected pre-construction and money in trust collected to be \$162,500
  - A breakdown of past annual expenses paid by MLC Group:
    - General landscaping and maintenance budget: \$125,000.
    - Expenses for HOA set-up: \$45,000.
    - Total expenses: \$170,000.
  - Creation of website and software to help the community run with the transitioning of developers MLC to the HOA. Chris Nicholas reiterated that "MLC will continue to be involved in a supportive role rather than a guiding role."

**4. Election of Directors**

- Election process moderated by Carla Steadman.
- A slideshow presentation of interested Board of Directors candidates was shared, and each had three minutes to introduce themselves. The candidate names and % of votes received are as follows:
  - Ali Gillani (68%)
  - Alice Wong (92%)
  - Bill Bagshaw (85%)
  - Jiang Yin (absent) (8%)

- Rob Peterson (78%)
- Robert Hoy (85%)
- Rod Hafner (29%)
- Romus Lam (72%)
- Steve Ostopowich (72%)
- Tonya Berezan (65%)
- The top seven candidates with the highest percentage make up the Board of Directors.

## **5. Term of Directors elected**

- Poll was held and results shared and the tenure for directors discussed.
- Newly elected directors have the same first term of one year and have the chance to be reelected for additional years if they chose to run again.

## **6. FAQ and Q&A**

- FAQ and answers were in a slideshow read by Joanna Gye.
- **Why a HOA? What is it?**
  - An HOA gives the community the legal and financial means to care for and beautify their community over and above the service level provided by the Municipality.
  - The Board of Directors lives in your community and can act on the community's needs.
- **Why am I just hearing about this now? I've lived in Keswick for years...**
  - Fees were collected on your initial purchase of each lot.
  - These funds have been held in an account reserved to be turned over to the Homeowners' association after the first AGM. The developer has waited until the neighborhood is close to build out completion to turn over to the community.
- **Why do I have to pay this?**
  - It is the responsibility for every homeowner to know what instruments are on their land title.
  - If you have questions about your legal land title, please reach out to the lawyer you used to purchase your property.
  - Accounts that remain unpaid will be sent to Field Law LLP to enforce the terms of the encumbrance.
  - Interest will be applied at a rate of Prime + 10% per annum.
  - Estimated fee for 2022 is \$300 per single family home.

- **Areas to be taken care of by fees paid by HOA:**
  - Maintenance around constructed wetland and stormwater management facilities
  - Brick and wood screen fencing on major roadways and walkways
  - Entry features and boulevard (including water fountain)
  - Additional; items at the discretion of the Homeowners' Association.
  
- Q&A opened to KOTR stakeholders:
- **Q: Walkway behind the tree line behind the farm connecting the new school completion.**

A: It cannot be built until land is further developed. Portion is to commence next year.
  
- **Q: Does the association have articles of incorporation that we can see?**

A: Bylaws registered with the Alberta Corporate registry and articles of incorporation are in place for the association. These documents will be posted by the board once the website is up and running.
  
- **Q: How many single homes will contribute to the HOA?**

A: 730 homes, approximately. The earliest HOA fees will be due is March 2022.
  
- **Q: Will there be an inspection of maintenance items prior to hand off to HOA?**

A: Yes, MLC is committed to doing a walkthrough inspection in Spring 2022.
  
- **Q: Does the HOA cover the Bank's area?**

A: Yes, it covers the Banks' area. The banks are included in the approximately 730 households in KOTR. As a gated community they will have their own strata to maintain their own community features. All 23 lots are considered to be bare land condos. They own the road and gate leading to the Banks except for the walkway behind it. They will have separate fees in regard to that, but they are part of the HOA.
  
- **Q: Will each home have access to financial statements confirming how funds were spent?**

A: There are provisions made in the bylaws requiring financial statements to be presented by the Board of Directors at every annual general meeting.

- **Q: Will we be having a walking trail boundary between KOTR and the new West Keswick being or been built connecting 184th Street? Or are we sharing a common fence?**

A: Yes, three quarters of it will be a shared fence with the West community, and a walkway is being contemplated north of Keeping's gate. Person who asked the question was asked to send an email to the HOA coordinator to discuss further.

- **Q: Who will hold the funds collected?**

A: The Board is going to create a bank account for the HOA and MLC will transfer all monies over. Fees collected will be deposited into the same bank account and held on behalf of the Homeowners' Associations of which everybody is a member, but the board has control on how the money is spent.

- **Q: Could there be a map available showing what assets the HOA owns?**

A: The only asset owned by the HOA is the fountain. The city takes care of the public spaces in the community such as the gazebo. In a nutshell, the HOA can make provisions to complement the services provided by the city, but the property still belongs to the city.

- **Q: Is there an opportunity for a staggered term for board members, meaning that some board members serve one year and others to so that there's consistency and knowledge transfer?**

A: All board members elected tonight will serve an initial one-year term. However, they are allowed to serve up to five consecutive terms so they can run for reelection next year.

- **Q: Would directors be compensated for their work?**

A: No, they are entitled to no compensation. It is a voluntary position.

- **Q: Should Ellerslie Road not stay open until the new road through the farmer's field off Hiller road is built?**

A: Homeowners are encouraged to look out for mail from the City of Edmonton regarding concerns raised about the closure of Ellerslie Road and dual entry into the KOTR community. Homeowners are encouraged to reach out to MLC development and MLA Tim Cartmell. Golfers will go through Keswick if Ellerslie Road is closed, as Ellerslie Road will become a greenway.

- **Q: In other Edmonton communities there is an HOA and a community league, is that the plan for KOTR?**

A: MLC explained the Edmonton Federation Community leagues will have this area designated under what kind of community it should be. The community league and HOA will be independent of each other but there will be a community league that the board will reach out to and collaborate with. (KOTR is currently part of the Greater Windermere Community League.)

## **7. Survey and Closing Remarks**

- The elected board will begin setting up email addresses so homeowners can contact them directly. In the meantime, if there are any concerns, homeowners are asked to email [HOA@mlcland.com](mailto:HOA@mlcland.com) and those emails will be forwarded.
- Chris Nicholas expressed thanks to all attendees and shared the vision of late MLC founder Mr. David McDougall and his years being in the land development business. He further stated that Mr. McDougall really took pride in the KOTR community and would be astonished, thrilled and so grateful that the residents were appreciative of his vision.
- Comment made to name one of the parks in KOTR after Mr. David McDougall.
- A survey was asked to be completed regarding how homeowners would like to receive communications from the HOA, how often, and other community priorities.