

**Sherwood Forest Lot Owner's Association
Annual General Meeting
Minutes**

**August 12, 2023 at 1:00 pm
297 Sherwood Forest Road**

Present

Aaron Mason (#347)
Laurie Fraser (#275)
Goldie & Bob Betts (#245)
Jo Marchand & Michael Connors (#297)
Debbie & Steve Bishop (#261)
Gwen & Mike Cadue (#351)
Cece Reinhardt & Brenda Daugherty (#261)
Debbie & Kevin Cutler (249)
Peter Short (#278)
Beth MacPherson (#301)
Brian Terry (#377)
Nancy & Kevin Green (#294)
12 Properties

Proxies

Awalt (#365)
Caldwell (#351)
David (#241)
Douglas (#302)
Graham (#350)
Koekman (#325)
MacDonald (#383)
Miller (#371)
Pamenter (#247)

9 Properties

Peter Shortt
President
902-275-5927

Goldie Betts
Vice President
902-835-2648

Michael Connors
Treasurer
902-275-3622

Jo Marchand
Secretary
902-443-7499

Peter Shortt confirmed that with 12 property owners present and proxies for 9, we have a quorum (12 properties or more)

1. Welcome new members and introductions

Peter welcomed Nick & Lacy Douglas to the association.

2. Minutes of 2022 AGM

Jo Marchand read the minutes of last years AGM.

- Beth MacPherson raised a motion to accept the minutes as read. Mike Connors seconded the motion. Carried.

3. Minutes of Executive Spring Meeting

Jo Marchand read the minutes of the April 1, 2023 Spring Meeting of the Executive.

- Mike Connors raised a motion to accept the minutes as read. Cece Reinhardt seconded the motion. Carried.

4. Road Update

- a. Michael reported that this winter there were 7 plows and one sanding.
- b. Peter Short reported that ESCG Construction will perform grading and gravel work at the end of August. He is busy as a result of the washouts due to recent rains.
- c. Peter thanked Kevin and Nancy Green (and Big Yeller) for their work to repair the damage caused by the heavy rain.
- d. Kevin noted that the culvert located next to #297 may have to be replaced as the water appears to be going under the culvert instead of through it.

5. Finances Update

Michael Connors distributed the 2022 / 2023 Revenue and Expenditure Statement.

Bank Balance Aug 7 th 2022	\$11,964.08
Dues Collected	\$10,575.00
Total Funds	\$22,539.08

Expenditures	
Stamps, envelopes, labels	\$ 155.76
Gravel	\$ 800.00
Kevin (machine work for gravel)	\$ 600.00
Travis winter plowing/sanding	\$ 1,656.00
Co-operators insurance	\$ 79.00
Registry of Joint Stocks back dues	\$ 778.00
Peter (road work)	\$ 38.00
Bank Fees	\$ 47.40
Web Hosting	\$ 224.46
Total Expenses	\$ 4,189.62

Bank Balance Aug 10 th 2023	\$18,349.46
(Total Funds minus Expenses)	
Dues Still Owing	\$825.00

- Beth MacPherson raised a motion to accept the Revenue and Expenditure Statement. Goldie Betts seconded the motion. Carried.

Discussion followed regarding the refusal of one property owner to pay road dues for 2 additional properties last year and this year. It was agreed that the file would be sent to a collection's agency.

6. Old Business resulting from previous minutes

- a. Jo Marchand provided an update on efforts to have Chester collect Road Dues on behalf of SFLOA.
To-date
 - July 4 - We met with the Registry of Joint Stock Companies (RJSC) and provided the documentation they require including payment of back dues.

- July 4 – Delivered notice of intent to restore the association to the Attorney General's office.
 - July 27 - The Attorney General's office acknowledged receipt of our notice.
 - Aug. 9 – We received our Certificate of Restoration from RJSC. Peter commented that there may be other advantages to restoring the society such as qualifying for grants.
- b. Jo presented the draft letter Chester will send to property owners and draft Appendix "A", Form "A", Petition for Street Improvement & Maintenance and the 2023-08-02 Map illustrating the properties and rights-of-way that are included in the petition.
- Mike Connors raised a motion to approve the letter, petition and map for submission to Chester and that property owners will have 30 days to respond. Goldie Betts seconded the motion. Unanimously approved.
- c. Jo presented the draft SFLOA 2024 Budget. There were a number of suggested changes (Insurance is \$948 and Web hosting is \$252). A road committee will be established to assess the road condition for suggested improvements and maintenance.
- Beth MacPherson raised a motion to accept the proposed budget. Laurie Fraser seconded the motion. Unanimously approved.
- d. Chester Road Dues Collection – Next Steps include
- Petition Chester to collect dues
 - Chester will notify lot owners and seek approval
 - Will be presented to Municipal Council (Budget, AGM Minutes, Petition and Map)
- e. SFLOA Website review
- Peter Shortt surveyed those present regarding the use the SFLOA website <https://sherwoodforestloa.com> password is [sherwood](#). This is a secure (password protected) site that is a repository of association documentation (Memorandum of Association, Lot owners list, recommended contractors, etc.). Some lot owners are having difficulty accessing the site. Cece and Brenda will work with them to ensure they have access.
- Michael Connors raised a motion to keep the site for another year. Beth MacPherson seconded the motion. Carried.

7. New Business

- a. Peter thanked Aaron & Ashley Mason for donating a printer and supplies to the association

- b. Now that we have completed the association's restoration with RJSC, Jo will distribute the SFLOA Executive Roles and Responsibilities for review by property owners.

8. Date and location of 2024 AGM & Summer Party

- a. Date: There was some discussion regarding the date of the AGM and Summer Party. It has been held the 2nd weekend in August to avoid conflict with the Natal Day holiday. Should the date be moved to the 3rd weekend? ... perhaps more property owners could/would attend.
- b. Location: Nancy and Kevin Green volunteered to host the 2024 party at their home (#294).

9. Election of the Executive

- a. Peter Shortt is stepping down as President. Those present expressed their sincere appreciation for the great work that Peter has done and thanked him for taking such great care.
- b. Nancy Green nominated Kevin Green for President. Michael seconded the nomination. It was unanimously approved.
- c. Goldie Betts nominated Aaron Mason as VP elect. He will shadow Goldie for a year to understand the level of effort.
- d. Jo Marchand reoffered as Secretary to ensure continuity in completing the effort to have Chester collect road dues. Laurie Fraser is Secretary elect and will shadow Jo to understand the level of effort
- e. Michael Connors reoffered as Treasurer.
- f. Jo Marchand nominated Aaron Mason as Director of Road Work. He accepted.

10. Thank you to Laurie and Jim Fraser for hosting this year's party.

11. Adjournment

- a. Goldie Betts raised a motion to adjourn the meeting. Beth MacPherson seconded the motion. Carried. The meeting adjourned at 2:25.