



ANNUAL GENERAL MEETING

February 25th, 2023

Minutes submitted by Monique Renaud

ALSTONVALE RESIDENTS' ASSOCIATION

QUORUM

Quorum was established.

OPENING OF THE MEETING

Ken Mason, President, welcomed all participants to this first in-person AGM since 2020. He also welcomed the newcomers who moved in Alstonvale. A Powerpoint presentation will be displayed. The meeting is taking place in both French and English and participants were invited to ask for translation if they so wished during the course of the meeting.

APPROVAL OF AGENDA

Mr. Cork Winters approved the agenda; he was seconded by Mr. Diamante Iacussa. The agenda was approved unanimously.

NOTICE OF MEETING

Ms. Caroline Girard proposed that the notice of meeting be placed in the book of minutes; she was seconded by Mr. Stanley Booth.

MINUTES OF THE 2022 AGM

The minutes of the 2022 AGM were published on our website. The President asked the assembly if there were any questions pertaining to these minutes. There were none. Mr. Tony Vecchiarino moved to approve the minutes of the 2022 AGM; he was seconded by Mr. Cork Winters. The minutes were then adopted unanimously.

PROXIES

Monique Renaud, Secretary, stated that 3 proxies were received: 93 Mayfair, 33 Vipond and 50 Vipond.

BOARD OF DIRECTORS

Mr. Ken Mason introduced the Board of Directors and asked each Board Member to introduce himself/herself.

Mr. Gilbert Vocelle first explained his role as head of the Architectural Committee, since 2013. He has been Vice-President of the ARA since 2015 and has lived in Alstonvale for 12 years.

Mr. Michael McMillan, who could not be present today, is currently the Treasurer of the ARA. He was President from 2015 to 2022. He has lived in Alstonvale for 13 years.

Ms. Monique Renaud was first appointed on the Board in 2020, filling a vacancy and was first elected as Secretary in 2022. She has headed the Social Committee for the past 3 years. She has been living in Alstonvale since 2012.

Mr. Steve Reed has been responsible for the landscaping for the past 3 years. He has been living in Alstonvale since 2002.

Ms. Heather Trott explained that she joined the Board as Director of the ARA in 2022. She moved to Alstonvale in August 2022.

ALSTONVALE RESIDENTS' ASSOCIATION

Mr. Ken Mason has been a member of the Board since 2020. He was elected President in 2022. He has been living in Alstonvale for 5 years.

PRIORITIES

The President explained that the first priorities of the Board are to raise the profile of the Association, while emphasizing its importance within the community. To that end, he addressed a letter to all the Real Estate Brokers and Notaries within the region and asked for their help in ensuring that new home owners were made aware of the Association existence, their contractual obligations under its charter and in turn the responsibilities of the Association. Mr. Mason was pleased to report that we had received very positive feedback from the Brokers and the Notaries.

Mr. Gilbert Vocelle, Vice-President, explained that another priority is to address the financial situation of the ARA. Our aim is to convert \$20,000 cash into a GIC, to act as a “rainy day fund”. Once this is done, our aim is to reduce the annual fees. Our hope is to reach that objective prior to deciding on 2024’s assessment. In order to meet this objective, the issue of delinquent owners must be addressed. We have consulted with our lawyers and have been assured that the requirement to pay membership fees is legally enforceable. As a result, our first step will be to mail “mise en demeure” letters to delinquent property owners, the first of which will be sent out in March of this year. If this does not result in a commitment to pay the monies owing, we will institute legal proceedings against these delinquent owners. It is hoped that we will not need to resort to legal means.

Mr. Mason stated that, lastly, the issue of non-compliance with the community Charter needs to be addressed. He explained that the role of the ARA, in part, is to work with homeowners to ensure that they understand the rules and conform to the Charter. He added that we had received numerous complaints from members regarding the lack of enforcement by the ARA for non-compliance of the Charter. To address this situation, the community will be surveyed, and a list of non-compliant situations will be compiled. This initiative will start later this year. The owners on the list will be informed, in writing, about their non-compliance and invited to work with the Architectural Committee to rectify the situation. Our lawyers have assured us that the remedies detailed in the Charter for non-compliance are legally enforceable should we have to resort to them.

REPORTS

Mr. Gilbert Vocelle, head of Architectural Committee, reported the following:

The committee is comprised of Mr. Vocelle, Mr. Gaétan Houle and Mr. Cork Winters.

No new houses plans were submitted for approval in 2022. Other information and/or approvals were given to:

- 34 Vipond
- 26 Sunrise
- 75 Mayfair
- 101 Mayfair
- 23 Rag Apple

ALSTONVALE RESIDENTS' ASSOCIATION

Treasurer's report – in the absence of Mr. McMillan, Ken Mason reported the following:

- Fees are now payable by Interac; members have responded positively to this system.
- Accountants no longer want to produce "Notice to Reader" type of statements.
- Our accounting is managed using QuickBooks, a computer-based system.
- In the future, we will use the services of an accountant only to file our government returns.
- Our financial statements are posted on our website and the books are open to inspection by members.
- The Profit and Loss Statement for 2022 was presented on the screen (and a copy was handed to members as they walked in).

PROFIT AND LOSS YEAR ENDED DEC. 31, 2022

	Jan. – Dec. 2022	Jan. – Dec. 2021
INCOME	21,636.00	21,600.00
EXPENSES		
Bad debt	4,982.03	50.55
Bank charges & interest		19.80
Community events	46.79	292.64
Insurance	2,628.13	2,088.00
Interest & Penalties on taxes	36.68	95.31
Office expenses	1,464.21	564.35
Professional fees	1,350.00	1,302.50
Repairs & Maintenance	7,389.79	3,700.69
TOTAL EXPENSES	17,897.63	8,113.84
SURPLUS	3,738.37	13,486.16

Note 1: Insurance includes both Property and Liability

Note 2: Office expenses include website maintenance, accounting software & office supplies

Note 3: Professional fees include accounting and legal

Note 4: Repairs and Maintenance include sign replacement, landscaping supplies & equipment rental.

QUESTION: Mr. Cork Winters asked what constituted the bad debts.

ANSWER: There are 2 elements: monies owed from the past years (which have been written off) and properties that were sold, where there were arrears that have not been recovered.

ALSTONVALE RESIDENTS' ASSOCIATION

BUDGET

	Budget 2022	Actual 2022	Budget 2023
TOTAL INCOME	21,600	21,636	21,600
EXPENSES			
Bad debt	3,000	4,982	3,000
Bank charges	120	0	120
Community events	0	47	1,500
Insurance	2,100	2,628	2,800
Interest/Penalties – Taxes	0	37	50
Office Expenses	550	1,464	1,000
Professional fees	2,000	1,350	4,000
Repairs & Maintenance	9,250	7,390	4,000
TOTAL EXPENSES	17,020	17,898	16,470
SURPLUS	4,580	3,738	5,130

There were no questions following the presentation of the budget.

Mr. Mason explained that the balance in our bank is \$27,000. The plan is to purchase a GIC end to reduce membership fees. He added that the Board will obtain the advice of a professional firm to review our Charter and By-laws. All members will be informed of their conclusions.

Adoption of the budget: Mr. Stanley Booth proposed the adoption of the budget; he was seconded by Mr. Diamante Iacussa. All members agreed and the budget was approved unanimously.

Social Committee & Secretary – Monique Renaud reported the following:

- Due to the pandemic, no social activities have taken place since 2020.
- Two activities should be held in 2023, a wine and cheese party in the Spring and a Potluck in the Fall.
- Welcoming new residents in the neighborhood is also part of Monique's role. Welcome letters have been delivered to 8 new members in the past year.
- Towards the end of the year, it was decided, during a Board meeting that both the President and Monique Renaud would welcome the newcomers together in person, and offer them a bottle of wine as a welcome gift. This practice appears to be successful and will be continued in the future.
- Another responsibility consists in assuring a good communication with our members. We publish one to two newsletters every year. As an example of good communication, we informed our members that a theft had taken place in someone's private residence last summer, warning people to take appropriate measures. Another issue that was addressed was speeding; after a complaint, a specific driver has been warned that his speed was excessive, and the situation appeared to have been corrected. Also, a contact was made recently to a resident on Vipond as heavy water was gushing in front of his house.

ALSTONVALE RESIDENTS' ASSOCIATION

- Members are now able to send their emails directly to various board members, such as: president@alstonvale.com; vicepresident@alstonvale.com or secretary@alstonvale.com

Lastly, Ms. Renaud explained that she was asked to act as Secretary in the month of June 2022, in replacement of Mr. Gaétan Houle, who had to resign his post for professional reasons. A total of 7 Board meetings took place in 2022. The minutes of these meetings are filed in the book of minutes of the ARA.

Landscaping and environment – Mr. Steve Reed reported the following:

- The bulk of the budget for the year 2022 was utilized to distribute soil at the north entrance.
- As the topsoil was practically non-existent in the area adjacent to the first house on Mayfair, there was an occasion to obtain 1 truck load of topsoil free of charge from Heartbeet farms; 3 additional truck loads of topsoil were purchased.
- We now have a good 4-6 inch base of soil in which to grow an improved turf.
- At the south entrance, all the vegetation that was purchased 3 years ago is growing well; it has been covered up for the winter months.
- The cutbacks that he and Ken Mason have been performing over the years have been saving the ARA over \$1000 per season.
- The cutbacks are imperative to maintain the neatness and tidiness of our development.
- A backhoe was rented to distribute wood chips into the park on Vipond and into the forested area of a member's residence on Sunrise.
- Members are invited to respect the Charter and refrain from using noisy gardening equipment on Sundays.

President's report – Mr. Ken Mason reported that the following members are up for election:

- Gaétan Houle, who had to resign for professional reasons, has agreed to stand again for election.
- Gilbert Vocelle, who has completed his 2-year term, has agreed to stand for re-election.
- Heather Trott, who was appointed by the Board to fill a vacant seat, has agreed to stand for election.
- Michael McMillan, who has completed his latest 2-year term, has agreed to stand for re-election.

As no nominations had been received during the time allocated, Mr. Mason was pleased to announce that all 4 candidates have been elected by acclamation. He emphasized that "we have a very strong Board of Directors for 2023".

QUESTIONS AND ANSWERS

Mr. Mason invited members to ask questions to any of the Board Members.

Question: Is it possible to explain the reason for the numerous power outages in our area, given that the electrical wires are in ground?

ALSTONVALE RESIDENTS' ASSOCIATION

Answer: We are aware of this unfortunate situation and wish we could remedy it. However, we have no connection with Hydro Québec and are not able to effect any changes.

Question: Does the ARA have any plans/suggestions concerning the speeding cars? Are we considering speed bumps?

Answer: The Town of Hudson had installed speed bumps on Mayfair Avenue last summer. However, these are temporary and had to be removed for the winter, to enable the snowplows to do their work. Mr. Mason explained that he spoke to the Town about this issue. We also took matters in our own hands regarding a specific individual who has been caught speeding. This seems to have resolved the problem with this individual. The most effective way to get cars to slow down are radar traps.

It was also observed by a member that the snow plows often drive very fast and they represent a danger for pedestrians and children.

Mr. Mason responded that he will inform the Town of Hudson of this situation.

Question: Is there a plan regarding the accumulation of water on our roads in the spring?

Answer: Mr. Mason plans to discuss this issue with Mr. Gaétan Houle, Eng. The latter had been involved in negotiating with the Town to request a cleaning of the existing dry wells – and installing new ones. Both Ken Mason and Steve Reed have cleaned up the existing the dry wells. This helped a great deal. Unfortunately, it seems that some of the dry wells that have been recently installed by the Town are not necessarily in the right place. Some dry wells are not functioning at all and this issue will have to be addressed with the Town of Hudson.

ADJOURNMENT

Mr. Dean Iacuesa proposed the adjournment of the meeting. He was seconded by Ms. Caroline Girard. All members present were in favor of adjournment.

