

**Terwilligar Hill Estates Homeowners Association  
Annual General Meeting  
Tuesday September 16 2025  
Riverbend Library Meeting Room**

**Attendance**

**Board Members:**

Nick Ingersoll	Vice President
Len Intas	Treasurer
Nadine Stack	Secretary
Cynthia Reckhard	Director

**Absent:** Haitao Zhang President  
Sandy Pon Past President  
Patty Ko Legal Advisor

**Residents:**

William Kwan	Dwain McDonald	Chris Ramsay
David Soo	Kelly Scherr	Scott Lundy
Steve Hole	Kim Christian	Julia Necheff
Chao Linang	Trevor Kern	Katrina Bui
Julius Prodorutti	Benjamin Hou	Liz Seib
John Ayles	Tiago de Pina-Jenkins	Larry Lappenbush
Ellen Ayles	Estella Cruz	Chinnia Subramanian
Judy Mulka	Gerry Cruz	Marla Grant
Chris Pullen	Derek Harback	John Doyle

Call to Order: 6:30 p.m.

**1. Welcome by Vice President Nick Ingersoll.**

All attendees were invited to introduce themselves.

**2. Approval of Agenda**

Addition to Agenda: Nominations to Board

**Motion** Gerry Cruz to approve agenda

**Second** Liz Seib **Approved**

**3. Approval of Minutes of AGM September 2023.**

**Motion** Chris Ramsay to approve minutes

**Second** Steve Hole **Approved**

**4. Executive Committee**

Haitao Zhang President, Nick Ingersoll Vice President, Len Intas Treasurer, Nadine Stack Secretary, Cynthia Reckhard Director, Patty Ko Legal Advisor, have volunteered and served on the Executive Committee.

**5. Treasurers Report Len Intas**

## **September 16, 2025 AGM – TREASURER’S REPORT**

- 1) The Association has received \$19,300 in 2025 Association dues and have paid \$12,803 in various expenses, notably Landscaping Expenses of \$2,782.50 and \$9,484.75 in Snow Removal Expenses, netting \$5,896.21 in net revenue.
- 2) Landscaping and Snow Removal involves west Falconer Road from 1003 to just beyond 156 Street to the end of the chain link fence, and east Falconer Road just from the end of the pavement at Riverbend Square up to the end of the brick fence just before Terwillegar Park as well as 4 causeways.
- 3) Regarding Landscaping and Snow Removal, we have signed 2 year contracts with Usman Land and Snow for Falconer Road and the 4 causeways. Snow removal will be \$1,850 per month. The April, 2026 spring cleanup will be \$700 and the twice a month grass cutting, currently at \$600 per month will be increasing to \$750 next May.

Regarding the Balance Sheet,

- 1) We currently have over \$65,000 in our bank account.
- 2) Regarding Accounts Receivable, here’s where there is a concern. We have a total of 29 of our 160 homeowners who owe unpaid 2025 Association dues totaling \$5,800.00. I’ll let Nick, our Compliance guy, deal with this.
- 3) Regarding Investments, we have 2 GIC’s at TD Canada Trust:
  - a) One GIC of \$36,240.02 is maturing on March 21, 2026 and has a 3.35 % interest rate compounded annually, and
  - b) One GIC of \$22,585.87 is maturing on May 3, 2026 and has an interest rate of 3% compounded annually.
- 4) I talked to Guido of General Signs, who initially constructed the brick fence along Falconer Road regarding the white stains on the fence, and he said that the white discoloring along the brick fences all appears OK for now.
- 5) And back in 2023, the Association paid over \$30,000 to repair the brick fence along Falconer Road and to replace the missing and remaining brass characters and plaque with plastic. So far so good.

## **6. Old Business**

- a) Missing Plaques, Numbers and Letters  
Since replacement with plastic no further damage or theft has occurred.
- b) Fence Power Washing/Graffiti Removal  
Power washing is not necessary at this time but will be monitored.  
Graffiti on the fence was removed by the city this past year when requested.
- c) Repair of Brick and Mortar Fence  
Repairs have been completed and no further repairs are scheduled at this time.
- d) Wood Fence on Common Area  
All wood fencing is owned and the responsibility of the adjacent homeowners.  
HOA will continue to maintain and replace brick fences as required.  
It was noted some fencing along walkways and along Terwillegar Drive are in need of repair. Those fences are maintained by home owners whose property they are on.

e) Newsletter 2025

The newsletter was emailed or hand delivered to all Homeowners in June. Information included Board Members, a summary of important Design Guidelines on each property and the 2025 HOA Fee.

f) HOA Invoice 2025

Invoice was included and sent with the Newsletter in June. Payment is due by July 31, 2025 . To date there are 29 home owners who have not paid the current (2025) year's fee. In previous years it has required repeated efforts to collect late payments.

g) Updates on Architectural Guidelines

A portion of the Design Guidelines on the Restrictive Covenant on each property state “ The roof is to be either cedar or pine shakes (or shingles) or clay tile. Other roof finishes and colours will be considered if it can be shown by the applicant that these are in keeping with the overall objectives of these guidelines.”

Case by case approval to roofing materials has been in place. Rubber shake roof materials were added by amendment in 2021.

In July 2025 three homes were identified as having asphalt shingles. The HOA Lawyer Patty Ko was consulted and a virtual meeting was held on July 22,2025. The Executive directed Patty Ko to send Non Compliant letters to the three homeowners in August 2025.

Discussion of roofing material followed. Noted many cedar roofs will be in need of replacement in the coming years. Costs for replacement roofs in cedar are very high and cedar has become less favourable. Newer materials are available and are less costly. Most homeowners who have re-roofed have used other approved roofing materials; rubber shake material.

**Motion** by Judy Malka “to form a sub committee to investigate roofing options available to homeowners. To also include legal recommendations. “

**Second** by Steve Hole

Volunteers : Julia Necheff, Steve Hole, John Doyle, Kim Christian  
Committee to keep HOA updated with a time line of 6 months.

h) Enforcement of Fees, Restrictive Covenants, Guidelines

There are no outstanding fees from 2024.

Patty Ko at Field Law is Legal Advisor to HOA. She has been consulted by the Board for guidance on Restrictive Covenant enforcement.

Some Properties are in non compliance of restrictive covenant guidelines.

All properties in Terwillegar Hill Estates have registered on title a Restrictive Covenant including design guidelines. Variations to colour, number of trees, sod and roofing materials among others have been noted.

Volunteers for a committee to survey the community are Scott Lundy, Steve Hole and Dwain McDonald.

7.

**New Business**

- a) Web Site Management. Nick will follow up
- b) Sidewalk repair is the City of Edmonton's responsibility. Call 311 if concerned
- c) Interest in Roofing Presentation. Defer until committee findings.
- d) Election of Board Eric, Len, Nadine, Nick and Cynthia to remain on Board.  
Katrina Bui, Trevor Kern and Kelly Scherr nominated to join the Board.

**8.** Issue for Board Discussion

**9.** Meeting Adjourned 8:04 p.m.

Submitted by Nadine Stack Secretary