



## Annual General Meeting MINUTES

Wednesday, April 17, 2019; 7pm – 9pm; The Old Winery Restaurant, 2228 Niagara Stone Road, NOTL

1. Introduction (*Mona Babin*)
  - a. Meeting called to order by Acting President Mona Babin at 7:05 pm. Confirmation that AGM follows VCA by-laws
  - b. Approval of agenda. Motion passed
  - c. Approval of May 15, 2018 VCA AGM minutes. Motion passed
2. Finance report (*Ron McKenzie*)
  - a. 2018-2019 financial report reviewed. Cash in bank at end of period \$6,249. Surplus of \$674.
    - i. Income highlights: Member fees \$3,420, Christmas party ticket and liquor sales \$5,895
    - ii. Expense highlights: Christmas party \$6,147, Village holiday decorations \$1,146, Insurance \$956
  - b. 2019-2020 budget presented. Projected surplus \$155
    - i. Projected income highlights: Member fees: \$4,000, Christmas party ticket and liquor sales \$6,500
    - ii. Projected expense highlights: Christmas party \$5,400, Village holiday decorations \$2,500, Insurance \$980
3. Communication report (*Sue Henry*)
  - a. Newsletter sent to all The Village residents who have an email on file, with 83% open rate
  - b. 25 newsletters sent in 2018 (copy of all newsletters on website [www.thevillagenotl.ca](http://www.thevillagenotl.ca))
  - c. Content is mainly about VCA news and events, with additional topics of interest to residents
  - d. Calendar removed from website as it required too much time to maintain. Other Event sites were added for activities of interest.
  - e. Thank you to Susan DesIslets for updating our Community Links page
  - f. On-line registration and membership renewal added to website.
  - g. Please remember to send your membership password for etransfers
4. Committee reports
  - a. **Village Round Table** (*Mike Siverns*): objective is to share information amongst The Village residents and identify projects that could benefit from economies of scale. Current have 5 representatives representing 5 laneways on the West side of Garrison Village Drive, or 30% of the residents.) Need 3 residents from the East side. Responsibility of committee members: Attend team meeting 3 times per year, get agreement of residents that you represent, get input from residents, send meeting minutes to residents. If interested, contact Mike at [jennifersiverns@hotmail.com](mailto:jennifersiverns@hotmail.com).
  - b. **Christmas decorating** (*Mona Babin for Dale DesIslets*): Thank you to Dale and his team of 30 volunteers who helped beautify our area over the holidays. They decorated 4 parks, 65 trees, 14

deer, and 23 lampposts, hung 31 strings of lights and 16,200 lights. 250 lumière bags with candles were set out along park pathways.

- c. **Speeding in The Village** (*Mona Babin for Dale DesIslets*): A committee was formed with the objective of making our roads safer. Several sources were contacted, including The Village residents, town staff, other NOTL neighbourhood residents, and the Niagara Regional Police. The focus was the following three streets: Brock, Garrison Village, and Niven. The maximum speed limit on all streets is 50 km/h. The limit is posted once on Garrison Village, in two places on Niven, and not at all on Brock. There are a number of possible solutions to make driver slow down. Many of those solutions take time to implement (ie study) and are not necessarily effective in the long term (ie policing.) Possible short-term solutions: public relations campaign (make The Village residents aware of the issue), and add speed signs. John Hawley stated that these local streets were built for slower traffic. He will help with communication with the Town. If you would like to work on this committee or have any questions, please contact Mona Babin ([mtmbabin@gmail.com](mailto:mtmbabin@gmail.com)). The complete report is posted on the VCA website ([www.thevillagenotl.ca](http://www.thevillagenotl.ca)).

5. John Hawley report

- a. John will help on the ‘Speeding in The Village’ project. Loved the Christmas lights.
- b. The Village Codes are a “Building Scheme” and are registered on title to everyone’s property. Any changes to the exterior of The Village houses or garages need prior approval. Adam and John are overseeing them right now. Simple requests will be approved very quickly (within 24-48 hours) at no charge currently. Any structural change requiring a building permit will also have to go through Rob MacKenzie from Quartek. He will do the review and resident will be invoiced for the work. If anyone is planning any work, please send details to John ([john.hawley12@gmail.com](mailto:john.hawley12@gmail.com)) or Adam ([adam@thevillageniagara.com](mailto:adam@thevillageniagara.com)). Would like to work with the VCA to find a future administrator of the Codes (perhaps through the Town with a Development Permit System.)
- c. Phase 4 West – The Village: market has softened but more traffic will come with good weather. Plan is to finish last house by end of next year.
- d. Approval from Town Council received for The Village Centre. Loblaws appealed ability to build a grocer. There is an ordinary meeting set for May 7 and we hope to reach conclusion at that time. Development plans on hold as inclusion of grocer is key.
- e. Farmers’ market starting on May 25<sup>th</sup>. Email John if you want to be on email distribution list ([john.hawley12@gmail.com](mailto:john.hawley12@gmail.com)). John does not share emails.
- f. Several deer were seen on the West side of Niven in the orchard – be aware and be careful.

6. Constitution and By-laws (Mona Babin)

a. **ARTICLE VI – AMENDMENTS**

The Constitution or By-Laws may be amended by a majority of votes cast by members in good standing, including votes by written proxy, at any properly constituted Annual or Special Meeting. Notice of any proposed amendments must be given in writing of in electronic format to all members at least fourteen (14) calendar days prior to the meeting at which voting will take place.

- b. The above stated condition was not met therefore motions to update Constitution or By-Laws cannot be put forward at this time.
- c. Recommended next step: Call Special Meeting as per Article II (b)

d. **ARTICLE II – MEETINGS OF MEMBERS**

(b) Two annual meetings of members shall be convened by order of the President or by a majority of the Executive and generally shall be held on the third Wednesday in the months of April and October. The April meeting shall be the Annual General Meeting. In addition, the

President shall call a meeting of the members upon receipt of a request in writing of not less than one-third (1/3) of the members of the Association.

- e. Comments by Mike Siverns (VCA member)
  - i. In the proposed By-laws, under the duties of Treasurer, it reads "Non-budgeted expenses over \$500 shall be reported at the next Annual General Meeting to the membership." My concern is that there is no safety cap/limit to non-budgeted expenditures. In this scenario, the bank account could theoretically be drained by purchase of, say, several high-end items, and the membership would know nothing until it was subsequently reported. The wording the Forward Planning Committee had proposed was "Non-budgeted expenses over \$500 must be approved by a minimum of fifty percent (50%) plus one (1) of the membership (email votes will be accepted.)" If the \$500 figure is too low, then perhaps this should be adjusted, but large non-budgeted expenditures should be approved by the membership.
  - ii. Under duties of the Vice-President there is a clause relating to the Village Round Table, i.e. "To meet with representatives of all areas of The Village a minimum of 4 times a year and report street level concerns to the VCA Executive." I have volunteered to chair this committee and recommend it be removed from the VP's responsibilities for now.
7. Gardening (Randy Churchill): gardens at Garrison Village and Samuel are maintained by volunteers. Planting of flowers will be the week of May 27. Residents are encouraged to sign up to do weekly cleanup by registering on form circulated at meeting. Residents are also encouraged to take time to clean weeds and garbage from mailbox areas. Let Randy know if other areas need attention at [randmchurchill@gmail.com](mailto:randmchurchill@gmail.com).
8. Membership (Randy Churchill):
  - a. 2018-2019 membership 116, 10% increase vs year ago. Membership drive for 2019-2020 included on-line membership registration, electronic payment of membership fee mail drop to homes, and personal follow ups. Result was 80 memberships sold prior to meeting! Thank you to Luba and Warren Fraser, Susan and Dale DesIslets, Greg Fedoryn, Judy Mackay and Jon Schmitdt
  - b. New loyalty partners: Bravo Niagara (10% off tickets) and Hypnotyc Hair Lounge (10% off services)
9. Social committee presentation (Margie Churchill and Cathy Saytar)
  - a. Thank you for completing the survey (98 responses) – see survey results on website
  - b. 2019 events:
    - i. Garage sale - May 25
    - ii. Sunset social with entertainment - June 20
    - iii. Bus trip to Fort Erie horse races – July 23 (if enough interest)
    - iv. Golf tournament – September 4
    - v. Christmas party - early November (will look into group transportation to event)
10. Elections
  - a. Mona Babin – President (by acclamation)
  - b. Ron McKenzie – Treasurer (by acclamation)
  - c. Carol Fraser – Recording Officer (by acclamation)
11. Meeting adjourned at 9pm