

HOA Desrochers Board of Directors Meeting

Meeting Minutes

Date: July 8, 2025
Time: 7:00 P.M.
Location: Desrochers Neighborhood
Attendees: John, J.R., Collins, Hansen, Sam (via WhatsApp)
Guest: Doug
Regrets: Anh, Jonathan

1. CALL TO ORDER

The meeting was called to order at 7:04 P.M.

2. CHANGES TO THE AGENDA

No changes to the agenda.

Motion to approve agenda:

- Motion by: Hansen
 - Seconded by: Sam
 - Opposed: None
 - Vote: All in favour
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3. APPROVAL OF PREVIOUS MEETING MINUTES

- Changes noted to the June 18, 2025 meeting minutes: not all members received and/or reviewed the document.
 - Approval of the June 18 minutes **tabled to July 30, 2025 meeting.**
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4. BUSINESS ARISING FROM MINUTES

- **Status of property titles (new and sold):**
Due to the change in management companies, pulling titles is on hold until BPMG is fully onboard.
 - **Status of EPCOR contract:**
No change; payments remain under MLC/NAC.
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5. FINANCE UPDATE

- John updated the Board on the transition from **Celtic Management** to **BPMG Property Management Group (BPMG)**.
 - Celtic was surprised by the Board's decision and remains behind on the DHOA account.
 - **HML Landscaping** has been informed of the change to BPMG and of payment delays.
 - BPMG has already opened a new trust account with **Scotiabank** and will arrange the transfer of HOA trust funds from **CIBC**.
 - HOA currently has approximately **800 paid members** and **\$400,000 in the bank**.
 - John remains in daily contact with **Tamara Langille** of BPMG.
 - BPMG has suggested a PO Box transfer.
 - Carla has offered to assist BPMG with organizational tasks.
 - BPMG has arranged for annual resident fee transfers by email.
 - The DHOA GST account is registered.
 - BPMG will manage the Board of Directors registration.
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6. COMMITTEE REPORTS

AGM Committee:

- Venue status: Board eager to secure location.
- Doug to follow up with **Four Points Hotel** to confirm arrangements.

- AGM date confirmed for **October 16, 2025**.
- Online support:
 - John contacted **Get Quorum** (getquorum.com).
 - Annual service contract is **\$4,700**.
 - BPMG may have another electronic option; Tamara to provide update.

Communications Committee:

- Summer Newsletter still in progress.
- Discussion of website update status.

Maintenance Committee:

- Discussion on conducting a survey for fence maintenance/painting; John suggested painting firms could provide this service.
- Board discussed signage on perimeter fencing; consensus is **no signage allowed**, including election signage. Policy to be developed to address this.
- Flower boxes and beds at marquee entrances will not be planted this year. Item could be included in a resident survey or AGM agenda.

Finance Committee:

- Auditor to be engaged: **Ho LLP**, via BPMG.

Policy and Procedures Committee:

- Work continues on development of policy documents.

7. TABLED ITEMS

- Approval of June 18, 2025 meeting minutes (tabled).
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8. ADJOURNMENT

Motion to adjourn at 8:08 P.M.:

- Motion by: Collins
 - Seconded by: J.R.
 - Opposed: None
 - Vote: All in favour
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Next Board Meeting Date: July 30, 2025