



Tuesday, May 18, 2021  
Board of Directors Meeting @ 6:00 p.m.  
Virtual Meeting  
MEETING AGENDA

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Meetings are open to members in good standing to observe, in-camera session is for Directors only. There is an agenda item for members to ask questions if they so choose.

Attendance: Shawn MacDougall, Courtney Hall, Rick Leigh, Malik Amery, Nadia Meyer, Shirley Wilson, *Farooq Qadir*, Dar Zuch, Teresa Hargreaves

Regrets: Jim Clement, Craig Chandler, Rob LaPierre

1. Call to Order
2. In Camera (6:15)
3. Open Meeting (6:20pm)
4. Approval of Minutes from previous monthly meeting (April) – circulated by email.

MOTION to approve the April meeting minutes that were circulated by email:

Motioned by Rick Leigh, Seconded: Farooq Qadir

Passed

5. Introductions & Attendance
6. GM Report — Sami
  - a. **Staffing:**
    - i. Staffing levels have increased as we welcomed seven Seasonal Landscape employees that started May 3, 2021 (landscaping is now fully staffed). In addition, we welcomed a new Child Development Assistant for the daycare on May 10, 2021.
  - b. **Operations:**
    - i. The Towne Hall is open with daycare and Friday prayers only due to Provincial Government restrictions.
    - ii. We have 48 residents who have not paid their HOA fees and are currently with our solicitors to be collected.
    - iii. Construction of the Inverness Pond pathway will commence mid-July this year (following the rainy season)
    - iv. Repairs, painting, and maintenance continue to take place at the Hall and the building is looking fantastic.
    - v. Daycare has seen greater interest and continued promotion will increase attendance.



- vi. Spring clean-up continues around the community.
  - vii. Flower bed repairs, weeding and initial grass cutting has commenced.
  - viii. Our flower order will arrive the week of May 17, 2021 and will be planted by May 31, 2021.
  - ix. Continued analysis of the life cycle study to ensure that all equipment, building and Towne Hall grounds are properly amortized and maintained
- c. **Events:**
- i. With new restrictions in place, we will continue to work with our sponsors to find safe ways to engage with our residents
  - ii. Community cleanup is cancelled due to Covid
- d. Resident Feedback:
- i. One complaint about grass cutting that has been resolved

MOTION: To accept the GM Report as presented  
Motioned: Courtney Hall, Seconded: Malik Amery  
Passed

#### 7. Committee Reports

- a. Executive Committee – Rob LaPierre has resigned as president.

MOTION: To accept the president's resignation  
Motioned: Malik Amery, Dar Zuch  
Passed unanimously

NOMINATION: Rick Leigh as president of MTC  
Nominated by Shawn MacDougall, Seconded: Malik Amery  
Passed unanimously

- b. Policy

- i. An updated version of the Board Member Handbook was circulated by email.

MOTION: To accept the changes to the Board Member Handbook  
Motioned: Courtney Hall, Seconded: Malik Amery  
Passed  
Abstain: Nadia Meyer

- c. Finance/IT – Budget review and approval required. Malik.

MOTION: To accept the fiscal 2021 budget as presented



Motioned: Malik Amery, Seconded: Teresa Hargreaves

Passed

Absent: Farooq Qadir

- d. HR Committee – Rick Leigh is the new chair of the HR committee (Rob LaPierre resigned)
- e. Operations – No report; no meeting was held.

NOMINATION: Dar Zuch for chair of the Operations Committee

Motioned: Malik Amery, Seconded: Courtney Hall

Passed

#### 8. Other Business

NOMINATION: Shawn MacDougall for vice president

Motioned: Courtney Hall, Seconded: Malik Amery

Passed

Absent: Farooq Qadir

- a. A committee will be formed to meet with providers to explore investment opportunities for our reserve fund. Malik Amery, Rick Leigh, Nadia Meyer, Sami Amery

#### 9. Next Meeting Date

June 15, 2021.

#### 10. Adjournment

MOTION: To close the meeting (8:05)

Motioned Malik Amery, Seconded: Nadia Meyer

Passed