



**Chappelle Gardens Residents Association
Annual General Meeting
Tuesday, June 21st 2022**

Meeting Minutes

1. Warren Ollis acted as Chairperson for the meeting.
2. The Chairperson explained that two meetings would be held. The first would be the official Annual General Meeting which would primarily involve the election of Residents to the Board of Directors and appointment of an Auditor for 2022. The second one would be held after, where there would be an update given about Chappelle Gardens and the Residents Association. The floor would then be open to questions the residents may have.
3. Warren Ollis called the meeting to order at **6:34p.m.**
4. The Chairperson introduced the Chappelle Gardens Resident Directors: DeeAnn Hotta, Celena Dunajtschik, Shawn Hudson, Stephen Gibson, Bryan Johnson and Melanie Hagens. Regrets were made for Cody Scheuerman who was unable to attend. The Chairperson introduced himself, Warren Ollis, Senior Development Manager, Brookfield Residential, Nathan Petersen, Accounting Manager, Brookfield Residential, and Raegan Sather, Senior Manager Strategic Marketing, Brookfield Residential.
5. The Chairperson asked Raegan Sather to act as Secretary for the meeting, with the consent of the voting members. As there was no objection the Chairperson appointed Raegan Sather as Secretary.
6. The Chairperson requested Nathan Petersen to act as Scrutineer for the meeting, with the consent of the Voting Members. As there was no objection, the Chairperson appointed Nathan Petersen as Scrutineer
7. The Chairperson stated that unless otherwise specified, all items to be approved by the Voting Members are by way of ordinary resolution, which requires at least 50% of the Voting Members present in person or by proxy, voting in favor. A poll may be demanded by the Chairperson or if requested by a minimum number of Voting Members present at the meeting. Polls shall be taken in such a manner as the Chairperson may direct.
8. The Chairperson asked for a motion dispensing with the reading of the Notice calling the meeting. DeeAnn Hotte so moved. Stephen Gibson seconded the motion. The Chairperson declared the motion carried.
9. The Chairperson asked the Secretary to provide proper proof of mailing of the Notice of the Meeting to the Members. The Secretary confirmed that she had confirmation from Jaime Dowling the General Manager that emails &/or mail packages were sent to the residents. The Chairperson then asked that it be filed in the Minute Book along with the Minutes of this meeting
10. The Chairperson then stated that pursuant to the Articles of the Association, the lesser of twenty (20) voting members or ten (10%) percent of the Voting Members either personally present or represented by proxy constitutes a quorum. For this meeting, at least twenty (20) Voting Members will be required. The Chairperson asked the Scrutineer for his report. The Scrutineer reported that there were **147** Brookfield votes in respect of lots registered in the name of Brookfield, **14** Voting Members represented in person, and **0** represented by proxy for a total of **161** votes.



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- 11.** The Chairperson declared the meeting to be duly called and properly constituted for the transaction of business.
- 12.** The Chairperson asked for a motion to approve the Minutes of the Annual General Meeting held on September 22, 2020, also emailed &/or mailed with the Notice of Meeting and Information Circular. Pamela McClenaghan moved to approve the Minutes of the Annual General Meeting held on October 5th 2021. Stephen Gibson seconded the motion. The Chairperson declared the motion carried.
- 13.** The Chairperson asked for a motion to dispense with the reading of the Directors Report dated January 1, 2020 – December 31st, 2021, also emailed &/or mailed with the Notice of Meeting and Information Circular. Bryan Johnson moved that the reading of the Director Report be dispensed with. DeeAnn Hotte seconded the motion. The Chairperson declared the motion carried.
- 14.** The Chairperson then proposed to receive, as information, the Auditor’s Report and Financial Statements of the Association for the year ended December 31, 2021. Nathan Petersen then reviewed the Financial Statements and answered related questions.
- 15.** The Chairperson indicated that the next item of business was the election of Directors. In that the Association is authorized to have a minimum of three (3) Directors and a maximum of ten (10) Directors, it has been proposed by the Board that the Association establish ten (10) as the number of Directors to be elected to serve until the next Annual General Meeting. The Chairperson asked for a motion to this effect. Shawn Hudson moved that ten (10) Directors be elected to serve until the next Annual General Meeting of the Association. Melanie Hagens seconded the motion. The Chairperson declared the motion carried.
- 16.** The Chairperson announced Brookfield Residential is entitled to appoint up to three (3) Directors and has appointed Warren Ollis as President, Nathan Petersen as Treasurer, and Raegan Sather as Secretary to the Company’s Board of Directors.
- 17.** 17. The Chairperson announced that there are currently seven (7) vacant positions on the Board. The following members in good standing put their names forward to be nominated to serve as Resident Directors on the Board of Directors:
 - DeeAnn Hotte
 - Celena Dunajtschik
 - Shawn Hudson
 - Stephen Gibson
 - Bryan Johnson
 - Melanie Hagens
 - Debangshi Bhaumick
 - Pamela McClenaghan
 - Jennifer Oleksyn
 - Chad Iverson



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18. The Chairperson then asked for a motion to nominate these individuals. Shawn Hudson moved that these individuals be nominated to serve as Resident Directors on the Board of Directors. Bryan Johnson seconded the motion.
19. The Chairperson then asked for a motion that nominations be closed. Celena Dunajtschik moved that the nominations be closed. Stephen Gibson seconded the motion. The Chairperson declared the motion carried.
20. The Chairperson then asked the nominees to introduce themselves and give a quick explanation as to why they would like to serve on the board.
21. The Chairperson stated that the nomination of additional Directors requires an election, as nine (9) persons have been nominated and only seven (7) Resident Directors are required. The Chairperson went over the voting instructions with the Members, asking that residents choose only 7 nominees. Voting conducted. The Scrutineer then notified the Chairperson of the results. The Chairperson then declared that Bryan Johnson, Debangshu Bhaumick, DeeAnn Hotte, Jennifer Oleksyn, Melanie Hagens, Shawn Hudson, and Stephen Gibson had received the most votes to be elected to serve on the Chappelle Gardens Residents Association Board of Directors for a one-year term, or until their successors are elected or appointed.
22. The Chairperson then thanked all the nominees and congratulated the successful Resident Directors.
23. The Chairperson then asked for a motion to elect these individuals. Shawn Hudson moved that these individuals be elected to serve as Resident Directors on the Board of Directors. Celena Dunajtschik seconded the motion.
24. The Chairperson then stated that the next item on the Agenda was the appointment of the Auditor. The Chairperson asked for a motion that the Board of Directors appoint BDO Canada as auditor for the fiscal period ending December 31, 2022, and that the Directors be authorized to fix remuneration. Melanie Hagens so moved. Stephen Gibson seconded the motion. The Chairperson declared the motion carried.
25. The Chairperson asked if there was any further business to transact at the Annual General Meeting of the Association. There was none.
26. The Chairperson then asked for a motion to terminate the meeting. Shawn Huson moved that the Meeting be terminated. Stephen Gibson seconded the motion.
27. The Chairperson declared the motion carried and the meeting terminated at **7:27p.m.**