

Westwood Hills Residents' Association
Board Meeting
Minutes of January 24, 2018
St. Margaret's Bay Centre
7:30 – 9:00pm
APPROVED

Present: **Dustin O'Leary** (President), **Nick Horne** (Vice-President), **Trevor Magarvey** (Director), **Penelope St. Laurent** (Director), **Justin Ells** (Director), **Melissa Nurse** (Treasurer), **Shawn Beaulieu** (Director), **Richard O'Fegan** (Director), and **Julie Gratzer** (Secretary)

Regrets: **Francine Galloway** (Director), **Carol Grimmitt** (Director), **Shawn Duggan** (Director), **Nola Button** (Director), and **Virginia Boon** (Director)

18.01.01 **Approval of November 15th, 2017 Meeting Minutes** (December meeting was cancelled)

MOTION to approve minutes as circulated

Nick H / Shawn B All approved Motion carried

18.01.02 **Matters Arising**

2.1 – Thank Yous

Dustin thanked and acknowledged the support of all the volunteers for the many activities that took place since the November meeting – Deck the Hills Carol Sing, NYE Fireworks, the Food Drive, and the tree lighting and neighbourhood decorations.

2.2 – Chris Turner / Blue Jack Consulting presentation (Dustin)

Dustin followed up with Chris and Chris decided to go a different direction.

2.3 – Meetings with other neighbourhood Associations (Dustin)

Dustin will call the other neighbourhood associations to see what their timing is regarding scheduling.

18.01.03 **Ongoing Business**

a. Traffic Calming (Justin)

The Traffic sign is currently at Wright Lakes Run. Justin is planning to put on side streets to collect more data. The data will be used as ask HRM for traffic calming measure to assist in the speeding issue. Police said they are doing more patrols in Westwood then they have been in the past.

b. Neighbourhood Emergency Evacuation Plan (Nola)

Nola was unable to attend but reported via e-mail that great progress has been made over the last 11 months. The Evacuation Plan document is still in development and requires sign off by the parties involved before it can be presented.

c. Fire Prevention (Nola)

Nola has been in touch with Kara McCurdy from the Department of Natural Resources and she is able to perform 20 Structure and Site Hazard Assessments in the subdivision. These assessments inform the homeowners of potential hazards on their properties. Kara has 20 fire hazard assessments booked and will commence these on January 24/25.

Nola and her team are in the midst of preparing to launch the Fire Smart Program in the coming months. The goal is to become a “FIRESMART COMMUNITY”. The WWH subdivision is becoming the poster community, paving the way for other subdivisions in NS who live in forested areas.

d. Community Garden Project (Nick, Penelope, Trevor and Julie)

Julie to set up a meeting with sub-committee members and Rob Cervelli.

e. Website Update (Shawn D / Dustin)

Kevin Estey Design sent a proposal regarding the WWHRA website to Shawn Duggan. This proposal will be circulated to the board and this item put on the agenda for next meeting.

18.01.04 Open public meeting with WWH residents – March 2018? (Dustin)

The March meeting will be open to WWH residents. There will also be an option for residents to join the meeting via Facebook Live. **Julie to see if the community room in the Library is available** on Wednesday March 21st. An agenda will be sent out ahead of time to the residents with a question if there are any items to add. **Melissa to ensure there is an updated financial report available** at the meeting should residents ask for it.

18.01.05 Letter Board Sign after recent storms (Dustin)

There was significant damage to the letter board sign in recent storms. The panels are still salvageable. **Richard will take the panels to put under his deck.** Andrew Burchell has volunteered to build a new box for the sign. Trevor to see if Andrew once the **Dustin will check the bylaws re notification of items to residents.**

18.01.06 Logo Contest Update (Dustin)

Dustin will post the existing logo, plus the two submitted logos on the WWH FB page for residents to vote on. There will be no new money spent to display the new logo. If a sign needs replacing because of damage – then the sign will be made with the new logo. Dustin will send a draft of the post to the Board members before it goes out to residents. He will also make sure there are no copyright issues.

18.01.07 Lighting at Mailbox Shelters (Dustin)

A number of residents expressed concern about the lack of lighting at the mailbox shelters in the subdivision. Dustin left a message with Canada Post and is waiting to hear back from them; however, it is anticipated that this is something that Canada Post will have to deal with, as it is their property and not the property of WWH.

18.01.08 Other Business

Wreaths – Nick and other volunteers to take down the Christmas wreaths when the weather is decent and it's safe to climb a ladder.

Negative FB Comments – Members discussed the recent negative comments between residents on the WWH FB page. A generic board member profile will be created so that one individual isn't identified for intervening in conflict resolution between residents. Members agreed that if an issue does arise, there will be discussion amongst FB administrators regarding a plan of action, a warning will be given to the resident(s), negative / disrespectful comments to be deleted (after a screen shot is taken for future reference if needed), and if inappropriate comments continue next steps will be discussed.

WWH Account – the HRM removed \$1000 from the account under the label of the “maintenance agreement”. It was established months ago that there is actually no maintenance agreement / signed document between HRM and WWH therefore removal of this money is not permitted. **Nick will follow up with this and report to the Board at the next meeting.**

Dock – the dock was brought out of the water by HRM.

18.01.09

Adjournment

9:06 pm

Respectfully submitted by,
Julie Gratzner, Secretary