



Larch Park Homeowners Association

Board of Directors Meeting

Tuesday April 7, 2026 @ 6:00pm

Location: Harts Table & Bar

Meeting Minutes

Attendees:	Chad Smith, President	Heather Roukema-Gritter, Vice President
	Bryanne Tywoniuk, Secretary/Treasurer	Dale Clark, Vice President
	Lindsay Lee, Vice President	Triona Cosgrave, HOA Manager, Cosgrave Consulting Ltd

Regrets: Carleen Greaves, Vice President
Sharon Sands, Vice President

1. Call to order – Chad Smith – 6:20pm

2. Approval of Meeting Minutes

- Board Meeting Minutes – January 7, 2026
- Motioned by Dale Clark, seconded by Heather Roukema-Gritter, Approved

3. Items Arising from Minutes

4. HOA Update– Triona Cosgrave

- The Board present unanimously agreed via email to accept the quote for the 2026 season from Seasonal Impact.
- A walkthrough will be scheduled with Seasonal Impact and the Board in April.
- Community Planters;
 - 2 additional planters (locations to be determined in the spring)
 - Additional shrub maintenance and replacement. Full scope to be confirmed in the spring.
- A dog station was damaged by the City maintenance crew during snow removal. This has been reported to the City, but the Board would like to obtain a quote for re-install by Seasonal impact due to safety concerns.
- One of the informational signs installed was not attached properly and detached. Another was missed completely. This has been reported to the Edmonton Land trust.
- Triona Cosgrave to follow up with Behrends on the Recognition signage on the Dog stations and the planters.
- Carleen Greaves expressed concerns via mail pertaining to the Herbicides. The Board agreed to obtain additional information and ensure proper signage notifications to the community.

5. Financial Update (provided in package) – Triona Cosgrave

- Triona Cosgrave reviewed and answered questions on the 2026 Profit and Loss YTD & Budget Comparison
- Triona Cosgrave reported there is currently 1 property who have not paid their 2025 Fees.
- Triona Cosgrave reported there are currently 64 homes who have not paid their 2026 Fees.
 - The Landmark properties (37) & Multisite are also unpaid for 2026.
- Triona Cosgrave reviewed and answered questions on the 2026-2030 Proforma. It will be updated to reflect a 3% increase in annual fees for inflation.
- Triona Cosgrave reported the GIC's are vesting on April 23. Rates will be shared with the Board for re-investment.

6. Other Business

- Lindsay Lee confirmed that the water account with EPCOR will be set up by the HOA and paid by the Garden to the HOA.
- Triona Cosgrave confirmed the first newsletter was sent from Mailchimp, with an error on the mail list. Chad Smith will assist with cleaning it up.



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- Frequency to be bi-annual at a minimum.
- The Code of Conduct will be included as information for new Board members after the 2026 AGM.
- Following the AGM, the Board would like to establish a sub-committee of Board members to work on updating the By-laws.
 - To modernize bylaws and update outdated language,
 - Remove references to Melcor,
 - Update legislative references (where required),
 - Permit electronic notices and communications, to improve administrative efficiencies (reduce costs of paper notices and mailings)
 - Review Director's terms
- Sharon Sands emailed to advise she will not seek re-election.

7. Next Meeting Date- AGM

- Monday May 25, 2026 @6:00pm
- Terwillegar Community Church

8. Adjournment- Chad Smith – 7:44pm