



August 25, 2020

Members of the McKenzie Lake Residents Association
Calgary, Alberta

Dear Members:

**RE: Notice of Annual General Meeting
7:00 PM on Thursday September 24, 2020
McKenzie Lake Beach Club, 16199 McKenzie Lake Way SE, Calgary, AB**

The AGM is scheduled at 7:00 PM on Thursday September 24, 2020 at the McKenzie Lake Beach Club. If you received this notice via the mail, an electronic copy of the proxy form is also available online at www.mlra.ca. Please fill out a proxy form and return to office@mlra.ca.

We understand that due to COVID-19 there are a number of safety concerns related to attending the AGM. This year we are requesting that any member who wishes to attend the AGM send an RSVP to office@mlra.ca so we know in advance how many will be present so we can plan accordingly. Depending on the number of RSVP's we will consider a venue change so please RSVP as soon as possible (if you do plan to attend) so we can make the arrangements needed and update our members . If you do not RSVP and we reach capacity, unfortunately you may not be permitted to attend the meeting due to safety concerns. Also, depending on numbers, only the voting member of the property will be permitted to attend the meeting. Historically we have always been able to accommodate any member who wanted to attend the meeting but this year may be different unfortunately and the safety of our members is paramount. Please also consider the reason you plan to attend the meeting. We encourage any member who has a question or concern to contact the office or General Manager (GM) in advance of the meeting as they can most likely help you. The GM can also forward your concern to Board members directly if requested. We apologize for any inconvenience and thank you for your understanding.

UPDATES – Go to www.mlra.ca – Click on “AGM – 2020”, found under the “Residents Info” tab.

If you are interested in serving as a Board member, or have any questions regarding the enclosed package, please contact the GM - Brad Buxton by email at manager@mlra.ca, or at 403-257-1657. There are a limited number of Board member positions open so the Board and GM will need to know in advance of the meeting if you would like to join.

Yours Truly,

McKenzie Lake Residents Association

Joe Creaghan
President

Mike Delaney
Treasurer

Grant Vale
Vice President

Natalia Chernencoff
Secretary

Jamie Newman
Director

Charlene Koch
Director

D’Arcy Duquette
Director

Scott Lane
Director



NOTICE OF ANNUAL GENERAL MEETING

TAKE NOTICE, that the 2020 Annual General Meeting of the MCKENZIE LAKE RESIDENTS ASSOCIATION will be held at the Association's Beach Club facility, 16199 McKenzie Lake Way SE, Calgary, Alberta, on **Thursday, September 24, 2020 at 7:00 p.m.** (MST) for the following purposes:

Meeting Agenda

1. To receive the Report of the Directors of the Company for the year ended March 31, 2020;
2. To receive the Financial Statements for the year ended March 31, 2020;
3. To elect Directors to hold office until the next Annual Meeting;
4. To appoint Kenway Mack Slusarchuk Stewart LLP as the Auditors of the Company and to authorize the Directors to fix the auditors remuneration;
5. To transact such other business as may properly come before the Meeting or any adjournment thereof.

TO ALL VOTING MEMBERS

Please send proxies to:

16199 McKenzie Lake Way SE
Calgary, Alberta T2Z 1L7
Or by email to office@mlra.ca
Or by facsimile to 403-257-2913



DIRECTORS REPORT

The McKenzie Lake Residents Association is a non-profit organization providing a wide array of recreational services, programs and facilities for our members and their guests. We serve approximately 3,200 residences and over 11,000 members. The purpose of the Association is to own and operate, for the exclusive use of members, the Beach Club facility, park and lake, as well as various amenities within.

COVID-19

Due to COVID-19, 2020 has been a very unusual year so far. We were mandated by the provincial government to close the facility in mid-March and were able to open again in May. The Board of Directors and management were faced with difficult decisions through the spring and summer but we were able to keep the facility open and operating through our busy season. The safety of our members and staff is always paramount and we will continue to monitor the situation closely in the coming months. No one really knows how COVID-19 will impact us in the fall and moving forward to 2021 but we will continue to comply with government orders and consult with health authorities prior to making important decisions with regards to public safety. We Hope you had a great summer in 2020 and we will do our best to ensure a great fall, winter and New Year.

Facilities and Amenities

McKenzie Lake is 43 acres in size accompanied by a 15 acre park. The lake is a host to several activities all year round. During spring, summer and fall the lake is open for swimming, fishing and non-motorized boating. Included in the park are two playgrounds, tennis courts, beach volleyball, basketball, barbeque fire pits, a beach park, and ornamental features. During winter there is ice skating with a fire pit, pond hockey rinks, and skating on the lake. During the holiday season we provide a light display on buildings and trees.

Operating Costs and Facility Updates

The annual operating costs of the McKenzie Lake Residents Association are the responsibility of the Members through the payment of mandatory fees, pursuant to an Encumbrance registered against most lots in McKenzie Lake. The collection of fees allows the Association to keep up with increasing operating costs and continue to improve the facilities on an ongoing basis. Major expenditures during the Audited fiscal year include:

- Landscaping and snow removal equipment (Grants provided by the Alberta Lottery Fund).
- Expanded Holiday light display.

Financial

The Association's financial status remains very sound and the Board continues to set aside and invest funds from membership fees for future upgrades and renovations at the park. The enclosed package provides financial information for the Association as at March 31, 2020. You may notice that some financial notes are not included in the mail out package. The reason for this is to save on postage and environmental considerations. Please call Brad Buxton,

General Manager @ 403-257-1657 or email at manager@mlra.ca if you would like additional information or the entire package of financial statements.

Programs and Events

Unfortunately due to COVID-19, all spring, summer and fall programs and events in 2020 have been cancelled. We hope to this will change in the New Year and we can again offer some great programs and events in 2021.

Facility Rentals

The Beach Club has been unavailable to rent for the past several months and remains unavailable at this time. The Board will review the status of COVID-19 monthly and open the Beach Club again once restrictions have been eased and it is safe to gather, socialize, and share food in an indoor setting once again.

Electronic Notices

Thank you to all of our members who have provided us with your email address. We have been sending members payment receipts via email, COVID updates and other important information via email as well. If you received this package via the mail, it means we do not have an email address on file for you. Please help us keep you informed and help save on printing and postage by providing us with your email address. Please email Laura at office@mlra.ca and she will update your file with your email address. Also, next March we will be sending our members an email (to all members with emails in our system) with instructions on how to access your invoice for the 2021 fees electronically, rather than mail it out. This paperless option will save the Association money as well as provide a more environmental friendly method of communication. If we don't have your email on file then we will have to continue to print and mail you information and invoices.

Membership Fees

2020 Membership fees are now past due and interest is applied to outstanding accounts on the 1st of each month until the fees have been paid in full. Fees were originally due on April 1, 2020 but the Board decided to extend the due date to June 1st to help our members who needed the extra time to pay. If you have not done so already, please pay your fees as soon as possible. Thank you to all our members who have paid to date and who plan to do so in the near future.

THANK YOU

The Board and MLRA staff extend a big thank you to all our members who help make this community great. This past spring and summer was very challenging for many people and businesses and the members of this Association were very respectful of the rules, policies and procedures implemented for the safety of our members and staff. Please keep up the great work through the upcoming seasons and we will continue to do our best to serve the community.

Respectfully submitted August 25, 2020
McKenzie Lake Residents Association,

Joe Creaghan
President

Mike Delaney
Treasurer

Grant Vale
Vice President

Natalia Chernencoff
Secretary

Jamie Newman
Director

Charlene Koch
Director

D'Arcy Duquette
Director

Scott Lane
Director



INFORMATION CIRCULAR

SOLICITATION OF PROXIES

This Information Circular is furnished in connection with the solicitation of proxies by the management of the MCKENZIE LAKE RESIDENTS ASSOCIATION (the "Company"), for use at the Annual General Meeting ("meeting") of the members of the Company. The meeting is to be held at the MCKENZIE LAKE BEACH CLUB located at 16199 McKenzie Lake Way SE, Calgary, Alberta, T2Z 1L7, on **Thursday, September 24, 2020 at 7:00 p.m.** (Calgary time.) Solicitation will be made primarily by mail, but Directors, Officers, and Employees of the Company may also solicit proxies.

APPOINTMENT AND REVOCATION OF PROXIES

Each member entitled to vote at the meeting may, by means of a form of proxy in writing executed by the member or his attorney so authorized in writing, appoint a proxy to attend and vote on his behalf at the Meeting.

In order to be acted upon at the Meeting, a form of proxy must be delivered in c/o the Beach Club, 16199 McKenzie Lake Way SE, Calgary, Alberta, T2Z 1L7, in time to reach that address not less than twenty-four (24) hours before the time set for the Meeting.

**The proxy form may be faxed to the Office
403-257-2913, or emailed to office@mlra.ca or dropped off at the office**

A member may revoke a form of proxy previously given by delivering another proper form of proxy bearing a later date than the previously given form of proxy, or by delivering an instrument in writing executed by the member or by his attorney so authorized in writing, in either case, in c/o the Beach Club, 16199 McKenzie Lake Way SE, Calgary, Alberta, T2Z 1L7, at any time up to and including the last business day preceding the day of the Meeting, or to the Chairman of the Meeting on the day of the Meeting.

EXERCISE OF DISCRETION BY PROXY

Proxies will be voted or withheld from voting in accordance with the member's instructions contained therein.

The form of proxy also confers authority on the persons named therein to vote with respect to any other matters, which may properly be brought before the Meeting. At the date hereof, management knows of no other such matters.

VOTING MEMBERS

Only Voting Members in good standing, of record at the close of business on the 1st day of August, 2020 are entitled to vote at the Meeting with each Member being entitled to one (1) vote. Voting Members are defined in the Articles of Association (the "Articles") of the Company as "members who are entitled to vote at meetings of the Company and shall be restricted to only Homeowner Members and Rental Members".

Further, a Homeowner Member is defined as "the registered owner or one of the registered owners of a residential

property located in the Subdivisions who is a qualified member of the Company”. Finally, a Rental Member is defined as “the registered owner or one of the registered owners of a multi-family residential rental project located in the Subdivisions who is a qualified member of the Company”. No Voting Member is entitled to vote at the Meeting if at the date of the meeting any sum due or payable to the Company by such Voting Member remains unpaid for at least forty-five (45) days following a written request for payment of same.

Where there is more than one owner of a property, there shall be only one Voting Member who shall be the person designated as the Voting Member by all the owners of the property. In the absence of such designation, the first person named as owner on the Certificate of Title or as Purchaser in an Agreement for Sale, shall be the Voting Member.

Where a residential property is owned by a Corporation, the Voting Member shall be a person resident in the property and shall be designated by the Corporation as the Voting Member.

Where a residential property is occupied by a tenant, such tenant may be designated as the Voting Member by and instead of the owner of such property.

Where a rental project is involved the registered owner shall be the Voting Member and notwithstanding how many Tenant Members are residing in the rental project, it shall have only one (1) vote.

As at the close of business on 1st day of August, 2020, the Company had **3,132 Voting Members**, of which **2,746 Voting Members were in good standing**. The Company’s Voting Members, in good standing, are the only members entitled to vote at the Meeting.

APPOINTMENT OF AUDITORS

Management proposes that Kenway Mack Slusarchuk Stewart LLP act as Auditors of the Company until the next Annual Meeting of the Members and the Board of Directors is authorized to fix the remuneration.

ELECTION OF DIRECTORS

At the Meeting, it is proposed that Directors be elected to hold office until the next Annual Meeting of Members or until their successors are elected or appointed. Pursuant to the Articles of the Company, all of the present Directors retire from office at the Annual General Meeting.

It is proposed that up to ten (10) Directors serve on the Board of the McKenzie Lake Residents Association for the ensuing year. Additional Directors may be nominated from the floor of the Annual General Meeting.

DIRECTORS’ COMPENSATION AND PENSION PLAN - Nil

EXECUTIVE COMPENSATION AND PLANS - Nil

INCENTIVE SHARE OPTION PLAN FOR OFFICERS AND KEY EMPLOYEES – Nil

The following are the incumbent directors, and are the proposed nominees for election as Directors, including the length of time each has been a Director of the company. Please see the table on the following page:

Name & Address	Period Served as Director of Company	Principal Occupation
Grant Vale Calgary, Alberta	Since 2003	Sales and Marketing, Allied Track Services.
Joe Creaghan Calgary, Alberta	Since 2013	Chartered Accountant, Kelly and Creaghan, Chartered Accountants
Natalia Chernencoff Calgary, Alberta	Since 2017	Stay at home parent
Mike Delaney Calgary, Alberta	Since 2017	General Manager, Kenroc Building Materials.
Jamie Newman Calgary, Alberta	Since 2018	Business owner.
Scott Lane Calgary, Alberta	Since 2019	Project Manager, Syncrude Canada Ltd.
Charlene Koch Calgary, Alberta	Since 2019	Physiotherapist, AHS.
D'Arcy Duquette Calgary, Alberta	Since 2019	Retired. Volunteers on several Boards.

CERTIFICATE

The foregoing contains no misstatement of a material fact and does not omit to state a material fact that is required to be stated or that is necessary to make a statement not misleading in the light of the circumstances in which it was made.

The management of the Company knows of no amendment, variation or other matters to come before the Annual Meeting of members other than the matters referred to in the Notice of Meeting. However, if any other matter properly comes before the Meeting, the accompanying proxy will be voted on such matter in accordance with the best judgment of the person or persons voting such proxy.

Dated this 25th day of August, 2020

BY ORDER OF THE BOARD OF DIRECTORS

Joe Creaghan, President MLRA



PROXY FORM

Annual General Meeting of Members

Thursday, September 24, 2020 @ 7:00 P.M. (MDT)

Proxy Solicited by Management

The undersigned member of the McKenzie Lake Residents Association (the "Company") hereby appoints:

Joe Creaghan,

or _____, as proxy

To attend and vote on behalf of the undersigned at the Annual General Meeting of Members and at any adjournment thereof, and my proxy is instructed to vote:

1. FOR _____ or AGAINST _____ (and if no specification is made, FOR):

the approval of the financial statements for the fiscal year ended March 31, 2020 and the Auditors report thereon.

2. FOR _____ or AGAINST _____ (and if no specification is made, FOR):

the election of the following as Directors:

**Joe Creaghan, Grant Vale, Mike Delaney, Natalia Chernencoff, Jamie Newman,
Charlene Koch, D'Arcy Duquette, Scott Lane.**

3. FOR _____ or AGAINST _____ (and if no specification is made, FOR):

the appointment of Kenway Mack Slusarchuk Stewart LLP as auditors for the Company.

4. And in his/her discretion with respect to any amendments, variations, or additions with respect to any of the matters noted above or with respect to any other matter that may properly be brought before the meeting or any adjournment thereof.

DATED this _____ day of _____, 2020

MEMBERS NAME: _____

ADDRESS: _____

SIGNATURE OF MEMBER: _____

This form must be signed by the member or their attorney, authorized in writing, and if the member is a corporation, their form should be signed by a duly authorized officer under corporate seal.

DROP OFF AT THE BEACH CLUB OR EMAIL TO
OFFICE@MLRA.CA OR
PLEASE FAX THIS PROXY TO THE ASSOCIATION AT
(403) 257-2913 OR
MAIL TO 16199 MCKENZIE LAKE WAY SE, CALGARY, AB, T2Z 1L7