

**Erin Ridge Active Adult Living Homeowners Association**  
**Annual General Meeting Minutes**  
**Wednesday, October 15<sup>th</sup>, 2014**  
**St. Albert Inn, Ridgewood Room**  
**#156 St. Albert Trail**  
**St. Albert, AB**

**1) Call to Order;**

The meeting was called to Order by the Chairperson, Lorne Howell (66 Enderby Crescent) at 7:01 P.M.

**2) Call the Roll and Certification of the Proxies;**

a) **MOTION:** Ray Rohr (48 Enderby Crescent) / Lyn Murk (44 Edward Way) to waive the call of the roll and certification of the proxies.

**CARRIED.**

b) The Chairperson, Lorne Howell (66 Enderby Crescent), declared that a quorum present has been established, being there were more than five persons collectively entitled to vote present.

c) The attendance was 35 members present and 11 members represented by Proxy.

**3) Proof of Notice of the General Meeting or Waiver of Notice;**

**MOTION:** Jim Henderson (44 Enderby Crescent) / Jim Terry (39 Edward Way) to waive the reading of the notice as it was generally agreed sufficient notice was given.

**CARRIED.**

**4) Approval of the Agenda;**

**MOTION:** Art Kendall (9 Enderby Crescent) / Linda Thiesen (29 Edward Way) to approve the agenda as amended.

**CARRIED.**

*Amendments:*

9)d) *Monthly Fee Increase;*

9)e) *Shingles;*

5) **Adoption of the Minutes;**

**MOTION:** Ken Kachulak (58 Enderby Crescent) / Myrna Howell (66 Enderby Crescent) to approve the minutes of the October 2<sup>nd</sup>, 2013 Annual General Meeting as amended.

**CARRIED.**

*Amendments:*

- 2)a) *Ken Kachulak resides at 58 Enderby Crescent, not 56 Enderby Crescent*
- 10) *Bryan Linden should read Bryan Liden*

6) **Financial Reports;**

a) **Adoption of the May 31<sup>st</sup>, 2014 Financial Statements;**

**MOTION:** Ken Kachulak (58 Enderby Crescent) / Myrna Howell (66 Enderby Crescent) to approve the May 31<sup>st</sup>, 2014 Audited Financial Statements as presented.

**CARRIED.**

7) **Report of Officers;**

a) **Presidents' Report;**

Lorne Howell (66 Enderby Crescent) presented the President's Report. A copy is attached.

8) **Business Arising;**

There is no business arising.

9) **New Business;**

a) **Guideline, Application and Approval Process;**

Florin Bergh (26 Enderby Crescent) thanked the Board of Directors' for their excellent work.

b) **Good Neighbor Fence Policy;**

Daryl D'Amico (28 Enderby Crescent) spoke about the fence report.

**c) Winter Kill Along Sidewalks;**

Some Owners have had their sod replaced and have inquired as to if they will be reimbursed. The winter kill is anticipated to be replaced in Spring 2015. Ray Corner (38 Enderby Crescent) stated grass replacement is the Homeowners' responsibility. The new Board of Directors has agreed to discuss this matter at the next Board Meeting.

**d) Monthly Fee Increase;**

**MOTION:** Art Kendall (9 Enderby Crescent) / Ray Corner (38 Enderby Crescent) to increase the monthly Homeowners' Association fees to \$130.00 per month effective June 1, 2015.

**CARRIED.**

**e) Shingles;**

The warranty is not currently holding up on the original shingles on the Units. Information on this matter can be found in previous Newsletters and on the Associations' website. Ray Rohr (48 Enderby Crescent) advised there is a portion he has or will provide to the Owners.

**10) Nomination and Election of the Board of Directors;**

Lorne Howell (66 Enderby Crescent) thanked all outgoing Board Members, Daryl D'Amico (28 Enderby Crescent), Jan Alexander (50 Edward Way) and Irene Clark (48 Edward Way), for their work on the Board of Directors'.

Lawrence Rodewolt (11 Enderby Crescent) thanked Lorne Howell (66 Enderby Crescent) for the excellent job as Board President.

It is now time to elect from the ownership Board Members. A minimum of three to a maximum seven members is permitted under the By-Laws.

- i. Nominee: Elaine Tully (64 Enderby Crescent)  
Nominated By: Nomination Committee  
Accepted: Yes
- ii. Nominee: Ron Ponich (50 Enderby Crescent)  
Nominated By: Nomination Committee  
Accepted: Yes

- iii. Nominee: Lorne Howell (66 Enderby Crescent)  
Nominated By: Nomination Committee  
Accepted: Yes
- iv. Nominee: Warren Wrigglesworth (34 Enderby Crescent)  
Nominated By: Nomination Committee  
Accepted: Yes

**MOTION:** Bryan Liden (41 Edward Way) / Ken Kachulak (58 Enderby Crescent) to cease nominations.

**CARRIED.**

**11) Adjournment;**

Lorne Howell (66 Enderby Crescent) thanked everyone for attending.

The Chairperson declared the meeting adjourned at 8:15 P.M. as all business on the agenda has been completed.

**MOTION:** Jan Alexander (50 Edward Way) / Irene Clark (48 Edward Way) the meeting adjourned at 8:15 P.M.

**CARRIED.**

Recorded by Irene Clarke – secretary

Approved October 14, 2015

## Erin Ridge Active Adult Living Home Owners Association

### Presidents Report – October 15<sup>th</sup>, 2014

First let me thank you all for coming out tonight to attend this Annual General Meeting and to give support your Association.

As you are all aware we have had a very active construction season this summer with numerous shingle replacements, sidewalk repairs and various homeowner changes to their landscape. The deck repair that was the topic of our special resolution last year is now complete and looks terrific. For those of you looking at deck replacement you should take a look at it.

As for the work of your Board of Directors, it has been a very busy and productive year. First order of business was restructuring of the Board to assign specific responsibilities to each of the members.

This seems to have worked well, at least from my point of view. We immediately began negotiations with Do All Landscaping for a renewal of their contract. This was successfully completed with a new 2 year contract having a 5 percent increase in year one and 3 percent in year two. We also negotiated with our Property Manager for a two year contract with a small increase to his remuneration. His contract had not been reviewed in the past ten years while operating on a month to month basis as provided in the first contract. This allowed both parties to update the various terms and conditions. At the same time we reviewed the By Laws of our Association and felt that they were appropriate and in concert with our other legal documents.

As promised when we issued them last year, we revisited the **Guidelines for Application and Approval Process for Repair, Maintenance or Modification to Properties** after working with them for a year. This review led to some changes which included a greater number of approved shingle manufacturers was necessary. The new final edition of the Guidelines was included with your package for the AGM.

Several other documents were also addressed. We have developed a package for new Board Members that gives them an idea of what they should expect and how we are presently operating as a group... No surprises.... . Also under development is a revised package for new homeowners who move into our community.

A study was completed of our boundary fences. This was a major project as it involved interviews with all neighbors on both sides of the fence. A letter explaining our position of a “ Good Neighbor Fence “ was provided as well as a directory of names for future use for as and when required. Our team did an excellent job. Also under review was the Dry Pond area in the middle of the development. One of our Board Members spent many hours cleaning out the grass and weeds from within

and repositioned many of the rocks. There is still a need for more rocks to be purchased, not only for this project, but also for the west fence line drainage area.

A major addition to our communications with our members was the development of our own web page. For those of you that have computers please check it out. It is easy to find at "Erin Ridge Adult Active Living Community" It is a project in progress but already has lots of information. Any suggestions should be passed to Ray Rohr-its creator.

There were some minor changes to the entrance signs with a new rock edging to help contain the soil. A similar retainer edge was placed at the north end of the Rock Pond.

Financially, we have been successful in holding our dues steady for this year. The reserve fund has reached its ceiling as voted by the members. This has allowed us to cover our increased costs for this year. However, with increases costs in our contracts I will be recommending to the Board that we impose an increase to \$125.00 per month beginning June 1<sup>st</sup> 2015. This increase is necessary for our Association to remain solvent for the near future.

I submit this report to you with the hope that you are satisfied with your elected Board's performance over the past year. Personally, they have been a great group to work with and have done a super job. We may not always have agreed but have overcome those differences to produce and complete a very energetic work plan. The quality and energy of the members of this committee was simply outstanding, my thanks to them all.

Sincerest Regards,

Lorne Howell  
President