

MINUTES

Erin Ridge Active Adult Living Homeowners' Association
Board of Directors' Video Conference Call Meeting
Wednesday, December 2, 2020

1. Participating:

Peggy Corner	President
Lynne Perry	Vice President
Larry Bodnarchuk	Secretary
Jody Reekie	Treasurer
Irene Clark	Director
Bob Gabourie	Director
Clemens Imgrund	Director
Richard Dendwick	KDM Management Inc.

2. Call to Order:

The Chairperson, Peggy Corner, called the video conference call meeting to order at 9:15 am.

3. Adoption of Agenda:

It was moved by Irene Clark and seconded by Jody Reekie that the Agenda be adopted as circulated.

Carried

4. Adoption of Minutes of August 20, 2020 and October 7, 2020 Board Meetings

It was moved by Bob Gabourie and seconded by Irene Clark that the minutes of the August 20, 2020 Board of Directors meeting be adopted as circulated.

Carried

It was moved by Irene Clark and seconded by Lynne Perry that the minutes of the October 7, 2020 Board of Directors meeting be adopted as circulated.

Carried

5. Action Items from Last Meeting:

a. Missing Association Documents

The Chair requested, and the Board agreed, that this matter would be deferred to a future meeting when we receive complete information from KDM.

Action: Peggy

b. Investment of Excess Funds in a Term Deposit

After a review of the current financial situation, it was agreed to go ahead and implement the resolution passed at the August 20, 2020 meeting to invest \$10,000 in a one-year term Term Deposit with TD Securities. The Chair advised that the current rate for a one-year term was 0.35%.

Action: Peggy

6. Financial Reports:

a. Approval of Financial Statements for August, September, and October 2020

It was moved by Bob Gabourie and seconded by Clem Imgrund, that the Financial Statements for August, September and October 2020 be adopted as circulated.

Carried

b. Increase to the Maximum Amount Permitted in the Reserve Fund

It was noted that at the Annual General Meeting held October 7, 2020 a resolution was passed to increase the Reserve Fund Cap from \$30,000 to \$52,000 to cover approximately three-quarters of the estimated future replacement cost of the wooden fence. Therefore, the transfer of \$10,000 to the Reserve Fund authorized at the August 20 meeting is within the limit permitted.

7. New Business:

a. New Homeowners

The Chair reported one new owner – Kaye and Garth Mockford at 46 Edward Way.

b. Homeowner Issues

It has been observed that the deck paint colour used by 4 Enderby Crescent is non-compliant with Association guidelines. Richard Dendwick is requested to send a letter to the Homeowners requesting that they repaint the deck with the correct paint code as soon as is feasible in the spring.

Action: Richard

c. Tree Committee Report

- The Year End Report from the Chair of the Tree Committee was received as information and will be included in the next Newsletter.
- The President advised the Board that she had authorized the Tree Committee to have the two cedars in the sign beside 2 Enderby Crescent removed because they were not doing well. The cedars will be replaced by shrubs more suited to that location in the spring.

Action: Peggy

- The invoice from Branches Tree Care for work done for Homeowners in October had been delivered to KDM on November 10. Richard indicated that the invoices for individual Homeowners had been prepared and mailed.

d. Ratification of Applications for Project Approval

It was moved by Lynne Perry and seconded by Jody Reekie that the approval of the Applications for Project Approval for the following projects be ratified:

- 42 Enderby Crescent – replace outdoor lights, resurface front patio area, addition of brickwork beside driveway, and replace or repair of eavestrough and downspouts
- 42 Enderby Crescent – installation of air conditioner unit with neighbour's approval
- 2 Enderby Crescent – landscaping at the side and rear of property
- 13 Enderby Crescent – removal of two trees
- 21 and 23 Edward Way – shingle replacement
- 11 Enderby Crescent – deck repair
- 11 Enderby Crescent – removal of a tree
- 60 Enderby Crescent – removal of a shrub
- 39 Edward Way – permission to replace lattice on deck with glass privacy screen

Carried

8. Newsletter:

Peggy Corner confirmed the next Newsletter will be published in early January.

Action: Peggy/KDM

9. Next Meeting:

The next meeting of the Board of Directors will be at the call of the Chair.

10. Adjournment:

The meeting was adjourned at 9:45 am.

Minutes Approved

President 
Peggy Corner

Secretary 
Larry Bodnarchuk

March 15/21
Date