

MINUTES

Erin Ridge Active Adult Living Homeowners' Association
Board of Directors' Meeting
Wednesday, June 23, 2015
Location: #48 Enderby Crescent, St. Albert, AB

1. Present:

Lorne Howell Warren Wrigglesworth
Lawrence Rodewolt Ronald Ponich
Elaine Tully Ray Rohr
Wm. A. Kerr (Condominium Consultants Canada Inc.)

Absent: Lynn Murk

2. Call to Order:

The Chairperson, Lorne Howell, called the meeting to order at 11:00 a.m.

3. Guests & Delegations:

There were no guests or delegations in attendance

4. Adoption of Agenda:

By a motion duly made by Larry Rodewolt, seconded by Warn Wrigglesworth, and carried unanimously, it was resolved to adopt the Agenda as amended.

Amendments:

9.c 38 Edward Way Sun Room request – delete item it is a duplicate of item 6.b.

9.d – renumber to 9.c

9.d Lawn Repair

5. Adoption of Meeting Minutes:

a) **June 10, 2015 Board of Directors' Meeting Minutes;**

By a motion duly made by Larry Rodewolt, seconded by Lorne Howell and carried unanimously, it was resolved to adopt the June 10, 2015 Board of Directors' Meeting Minutes.

Action - Info

6. Business Arising:

a) **21 Edward Way – garage door painting - update;**

Bill Kerr tabled the letter that had been sent to the owners, in care of their property manager, requesting that the garage door be painted within 30 days of receipt of the letter.

Action – info

b) **38 Edward Way deck modification;**

One letter was received in response to the Notice of Conditional Approval. The letter did not appeal the Board decision to grant Conditional Approval but suggested the Board obtain a legal definition of architectural controlled before final approval is granted to the project. The issue was discussed and it was noted that the term

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“architectural controlled” is not used in the Restrictive Covenant, Association Bylaws or the associated guidelines.

In consideration of the foregoing, ***by a motion duly made by Lorne Howell, seconded by Larry Rodewolt and carried unanimously, it was resolved to grant full approval to the application from the owners of 38 Edward Way to construct an enclosed sunroom of the deck and respond to the one letter received.***

Action – Kerr

It was further agreed that the Board will study the need to clarify the design parameters for enclosed sunrooms in the Bylaws and associated guidelines. Ray Rohr will conduct and initial analysis and present it at the next meeting.

Action – Rohr

c) Dead Files – update;

Lynn Murk will review the dead files over the summer.

Action – Murk

d) Association Annual General – update;

If the Bylaw review noted in item 6.b results in a recommendation for modification of the Bylaws it will be presented at the AGM.

Action – info

e) Auditor – update;

Lorne Howell reported that Lawrence Montgomery indicated he wished to step down as auditor for the Association financial records. Ray Rohr reported that Peggy Corner indicated a willingness to chair an audit committee as long as she had some help. Ray believes he has identified one other member who will assist Peggy.

By a motion duly made by Ray Rohr, seconded by Ron Ponich and carried unanimously, it was resolved to appoint Peggy Corner as Chair of the Auditor Committee with the power to add members as she deems appropriate.

Action – Howell/Kerr

7. Financials:

a) Financial Reports;

There were no new financial reports.

Action - Info

b) Arrears;

There are no arrears other than 24 Enderby Crescent.

Action - Info

c) Cheques to be Signed;

The following cheques were signed:

Company	Amount
Do-All Landscape Ltd.	\$6,391.56

Action - Info

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d) HSBC to ATB - update;

It is anticipated that the new ATB account will be operational by August 1, 2015.

Action – Info

8. Management Report:

Wm. A. Kerr supplied a copy of the monthly "Complete Activity Report". An electronic version of this report will be kept on file.

Action – Info

9. New Business:

a) 40 & 42 Edward Way – Shingle request;

The samples of Owens Corning shingles provided were reviewed and compared to those currently approved. ***By a motion duly made by Lorne Howell, seconded by Ray Rohr, and carried unanimously, it was resolved to add Owens Corning Duration architectural fiberglass/asphalt laminate shingles in Estate Gray color to the list of approved shingles and to approve the request from the owners of 40 and 42 Edward Way.***

Action – Kerr

b) 37 Edward Way temporary minor occupant request;

The issue was discussed and it was agreed that the wording of the Restrictive Covenant is specific and does not allow the Association to grant any such approvals,

In consideration of the foregoing, ***by a motion duly made by Larry Rodewolt, seconded by Warren Wrigglesworth and carried unanimously, it was resolved the owners of 37 Edward Way be advised that the Restrictive Covenant is specific and does not allow the Association to grant any such approvals***

Action – Kerr

c) 38 Enderby Crescent – landscape modification request;

A level 2 approval was granted and the request was tabled for ratification. ***By a motion duly made by Lorne Howell, seconded by Ron Ponich and carried unanimously, it was resolved that the approval be ratified.***

Action – Info

d) Lawn Repair;

Ray Rohr reported that he had viewed some of the areas where the lawns had been damaged by ice melt and noted two problems. First, where the grass has grown back it is largely quack grass with some chickweed and secondly, there are some areas where nothing is growing. It is anticipated that the areas where nothing is growing are still saturated with the ice melt residue.

After discussion it was agreed that Do-All be requested to apply Round Up to the quack grass and chickweed prior to seeding and to replace the sod where nothing is growing.

Action – Kerr

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10. Next Meeting:

The next two meeting of the Board of Directors' will held on July 15 if there is any business to be considered.

Action – Info

11. Adjournment:

There being no further business, the meeting was adjourned at 11:46 a.m.

Recorded by Ray Rohr – secretary

Approved Aug 18, 2015