

MINUTES

Erin Ridge Active Adult Living Homeowners' Association
Board of Directors Video Conference Meeting
Monday, October 25, 2021

1. Present:

Peggy Corner	President
Clem Imgrund	Vice President
Lynne Perry	Secretary
Jody Reekie	Treasurer
Irene Clark	Director
Doug Demers	Director
Bob Gabourie	Director
Tammy Pope	KDM Management Inc.

2. Call to Order:

The Chairperson, Peggy Corner, called the meeting to order at 5:20pm

3. Adoption of Agenda:

It was moved by Irene and seconded by Clem Imgrund that the Agenda be adopted as circulated.

4. Adoption of Minutes of August 23, 2021 and October 6, 2021 Board Meetings:

It was moved by Bob Gabourie and seconded by Jody Reekie that the minutes of the August 23, 2021 Board of Directors meeting be adopted as circulated.

Carried

It was moved by Irene Clark and seconded by Doug Demers that the minutes of the October 6, 2021 Board of Directors meeting be adopted as circulated.

Carried

5. Action Items from Previous Meeting:

a. Appeal of Denial of Application for Project Approval – 58 Enderby Crescent

The application from 58 Enderby Crescent to construct a screened sunroom the size of the current deck (10 feet by 16 feet) was approved unanimously by Members at the October 6, 2021 Annual General Meeting. KDM will advise Mr. and Mrs. Nicklin by letter.

Action: KDM

6. Financial Reports:

a. Approval of Financial Statements for July, August and September 2021

It was moved by Lynne Perry and seconded by Doug Demers that the Financial Statements for July, August and September 2021 be adopted as circulated.

Carried

b. Ratification of Renewal of Term Deposit Maturing October 4, 2021

On October 4, 2021, the President had instructed TD Securities to renew the Term Deposit maturing on October 7, 2021 for a term of 365 days.

It was moved by Clem Imgrund and seconded by Bob Gabourie that the renewal of the Term Deposit held with TD Securities in the amount of \$30,869.90 be ratified.

Carried

7. New Business:

a. New Homeowners

Tom White is the new owner at 20 Enderby Crescent, and Crimson and Chris Star are the new owners at 3 Enderby Crescent.

b. Discussion of Erin Ridge Active Adult Living Facebook Page

Clem Imgrund has created a private Facebook group called Erin Ridge Active Adult Living which will be used as a community forum. The page will be monitored and managed by Clem and Claudette Imgrund and Lynne Perry. Rules and expectations are posted on the page. This is a closed group completely separate from the Board where neighbours can request or be invited to join and discuss everyday topics that could benefit all Homeowners.

Upon discussion it was agreed that the page will not be an official Board initiative, and communication from the Board to Homeowners will continue to be through the Newsletter and paper or email communications through KDM. The Board agreed that an article will be included in the November Newsletter announcing the creation of the page.

c. Replacement of Association Auditor.

Peggy Corner reported that the current Audit Committee do not wish to be reappointed. The By-Laws state that the books, records and financial statements shall be audited at least once a year by an auditor. Such auditor may be a Member and need not be a Chartered Accountant but shall not be a Director. Since inception, we have appointed to the Audit Committee a Member who was also a Chartered Accountant. Our options are to identify a Member who is qualified and willing to serve, or to search for a qualified accountant/auditor to hire.

It was the consensus of the Board, that a notice should be placed in the Newsletter asking if any Member was interested in serving on the Audit Committee. If no one expressed an interest, then KDM could recommend several audit firms to contact.

Action: Peggy

d. Homeowner Issues

Tammy Pope indicated there were no Homeowner issues to report.

e. Review of Applications for Project Approval

(i) 42 Enderby Crescent

The Homeowners at 42 Enderby Crescent request approval to enlarge the size of the deck to 10 feet by 28 feet 8 inches, and to construct a roof of acrylic opaque

panels. It is noted that Doug Demers, owner of 42 Enderby Crescent, did not take part in the decision making or vote on this issue.

It was moved by Irene Clark and seconded by Bob Gabourie that the Level 3 application to rebuild and extend the deck to 10 feet by 28 feet 8 inches, and erect an acrylic opaque panel roof be approved provided that all conditions of the By-Laws and the Guidelines for the Application and Approval Process for Repair, Maintenance or Modification to Properties are met.

Carried

(ii) 28 Enderby Crescent

The Homeowners at 28 Enderby Crescent request approval to replace seventeen existing windows with Energy Star, triple pane windows, the same in design and colour.

It was moved by Doug Demers and seconded by Lynne Perry that the Level 3 application to replace seventeen existing windows be approved provided that all conditions of the By-Laws and the Guidelines for the Application and Approval Process for Repair, Maintenance or Modification to Properties are met.

Carried

8. Newsletter:

Peggy Corner confirmed the next Newsletter will be published the first week of November.

Action: Peggy/KDM

9. Next Meeting:

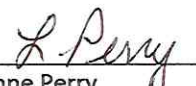
The next meeting of the Board of Directors will be at the call of the Chair.

10. Adjournment:

The meeting was adjourned at 5:55pm.

Minutes Approved

President  Secretary

 May 2/22
Lynne Perry Date