

Erin Ridge Active Adult Living Homeowners' Association
Annual General Meeting Minutes
Wednesday, October 4, 2023
KDM Management Boardroom, #210, 150 Carleton Drive, St. Albert Alberta

1. Call to Order;

The meeting was called to Order by the President, Peggy Corner (38 Enderby Crescent), at 7:00 p.m.

2. Call the Roll and Certification of the Proxies;

- a. MOTION by Ron Majeau (18 Enderby Crescent), seconded by Lynn Murk (44 Edward Way), to waive the call of the roll and certification of the proxies. **CARRIED**
- b. The Chairperson Peggy Corner (38 Enderby Crescent) declared a quorum had been established, being there were more than five persons collectively entitled to vote present.
- c. There were 30 Members present and 8 represented by proxy.

3. Proof of Notice of the General Meeting or Waiver of Notice;

MOTION by Claudette Imgrund (2 Enderby Crescent), seconded by Brenda Short (13 Enderby Crescent), to waive the reading of the notice as it was generally agreed sufficient notice was given. **CARRIED**

4. Approval of the Agenda;

MOTION by Lesley Hogan (42 Edward Way), seconded by Ralph Killips (8 Enderby Crescent), that the agenda be adopted as presented. **CARRIED**

[**Note:** At the October 9, 2024 AGM it was noted that this Motion was made by Peter Lloyd (22 Enderby Crescent, not by Lesley Hogan.)]

5. Adoption of Minutes of October 5, 2022;

MOTION by Sunni Dixon (38 Edward Way), seconded by Mike Slecza (48 Edward Way), that the minutes of the October 5, 2022 Annual General Meeting be approved as presented. **CARRIED**

6. Financial Reports;

The Board appointed the firm of Cass & Fraser Chartered Accountants to conduct the audit and prepare the Financial Statements for the year ending May 31, 2023.

In the absence of the Treasurer, the President presented the May 31, 2023 Financial Statements.

MOTION by Bob Gabourie (64 Enderby Crescent), seconded by Ron Majeau (18 Enderby Crescent), that the May 31, 2023 Audited Financial Statements be approved as presented. **CARRIED**

7. President's Report:

President, Peggy Corner (38 Enderby Crescent) presented the attached report.

8. Business Arising;

There was no business arising from the 2022 Annual General Meeting.

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9. New Business;

a) Resolution to Approve the Installation of Solar Panels

The Board has received an Application for Project Approval to install solar panels. The Association's Project Approval Guidelines do not include criteria for the installation of solar panels. Upon discussion, the following resolution was passed:

MOTION by Larry Bodnarchuk (37 Edward Way), seconded by Claudette Imgrund (2 Enderby Crescent) that the Erin Ridge Active Adult Living Homeowners' Association approve the installation of roof solar panels based on the following criteria:

- Solar panels must be black in colour and mounted flat on the roof;
- No on-ground panel installations are permitted;
- Installation of critter guards is mandatory to prevent birds and squirrels nesting under the panels;
- Outdoor mounted lithium battery units to store excess electricity are not permitted;
- In the case of installation on a semi-detached unit, the adjoining Homeowner must be in agreement with the installation, and the installing Homeowner must provide a letter of risk management to the adjoining Homeowner;
- The Homeowner is responsible for ensuring all necessary permits are obtained and all municipal, provincial and federal requirements are satisfied;
- The installation must be done by appropriately qualified personnel and must comply with all applicable building and electrical codes;
- The Homeowner must agree to pay for all costs to repair any damage to any neighbour's property as a result of the installation;
- Ongoing maintenance and repair of the installation is the responsibility of the Homeowner and future owners of the property;
- Damaged panels must be repaired or removed immediately;
- The Homeowner must provide proof that the installation passed all government inspections;
- It is the responsibility of the Homeowner to clear snow removed from the panels off the driveway or walkway areas; and
- An Application for Project Approval must be submitted to the Board. **CARRIED**

10. Nomination and Election of the Board of Directors;

The Chair of the Nominating Committee, Irene Clark (48 Edward Way) reported there were four vacancies on the Board, including the position left vacant by Jody Reekie's resignation effective September 24, 2023. She also advised that Peggy Corner (38 Enderby Crescent) has served three consecutive two-year terms, which is the maximum allowed by By-Law Article 4.1. As there was no current Board member willing to assume the position of President, the Board asked Members to waive By-Law Article 4.1 (c) to allow Peggy Corner to serve on the Board for a further one-year term.

MOTION by Doug Demers (42 Enderby Crescent), seconded by Claudette Imgrund (2 Enderby Crescent) that Article 4.1 (c) be waived for this Nomination and Election. **CARRIED**

Brenda Short (13 Enderby Crescent) has agreed to let her name stand.

On behalf of the Nominating Committee, Irene Clark (48 Edward Way) nominated the following Members:

- Brenda Short (13 Enderby Crescent),
- Lynne Perry (6 Enderby Crescent),
- Doug Demers (42 Enderby Crescent) and

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Peggy Corner (38 Enderby Crescent).

MOTION by Andre Rouault (27 Edward Way), seconded by Lynn Murk (44 Edward Way), that nominations cease. **CARRIED**

The Chairperson declared the four Members elected and thanked them for agreeing to serve on the Board. They join Clem Imgrund (2 Enderby Crescent), Irene Clark (48 Edward Way) and Bev Miller (36 Edward Way) who each have one more year in their term.

11. Next Meeting;

The next Annual General Meeting will be held on Wednesday, October 9, 2024.

12. Adjournment;

There being no further business the meeting adjourned at 7:45 p.m.

Approved



President Peggy Corner



Secretary Lynne Perry



Date

2022-23 President's Report
Erin Ridge Active Adult Living Homeowners' Association

Since our last AGM, we have welcomed six new Homeowners – Gary and Lucille Schwanke at 41 Edward Way, Ralph and Nancy Killips at 8 Enderby Crescent, Guy and Yvette Nobert at 15 Enderby Crescent, Richard and Marilyn Linton at 56 Enderby Crescent, Ian Grant at 14 Enderby Crescent, and Darrell and Arlene Zylla at 36 Enderby Crescent.

As you heard in the Financial Report, the Association is in a sound financial position with the possibility of another fee suspension this fiscal year.

An ongoing problem has been the Canada Post community mailbox on the south side of Enderby Crescent. The mailbox is located at the lowest point of the sidewalk and the dry pond so water pools and freezes creating a large area of ice. The City inspected the area and decided the drainage is working as designed, so they are not willing to make any changes. Canada Post provided the rules for relocating the boxes; however, there is no suitable location which meets those rules. Board Members Bev Miller and Lynne Perry will monitor the ice situation this winter and coordinate with Do-All and the City to keep the area ice free.

The Board negotiated a new three-year contract with Do-All Landscape Ltd. for summer maintenance and winter snow removal. The Board also retained the services of the Chartered Accounting firm of Cass & Fraser to conduct the audit for the 2022-23 fiscal year.

During the 2021-22 fiscal year, the Board approved or ratified a new record number of 16 Applications for Project Approval forms submitted by Homeowners. Approval was granted for deck repair, deck replacement, deck roof installation, landscape modification, sunroom construction, air conditioner units, installation of soffit lights, and window replacements.

As always, the Board appreciates the time and effort given by the volunteers who serve on the Committees that the Board has established - the Fence Committee, the Tree Committee, the Newsletter Committee, and Website maintenance.

There are so many other people who also volunteer their time and energy to make our community a more enjoyable place to live. The Board recognizes and thanks those who:

- organize the Block Party,
- organize the Ladies Book Club,
- maintain the Little Library,
- organize the Ladies Lunches and the Christmas Lunch,
- co-ordinate Contractor's Corner,
- maintain the flower beds by the entrance signs and behind the Little Library, and
- those who maintain the private Facebook page.

We thank Jody Reekie for her service as Treasurer for five years. I thank the current Board members for their continued commitment and careful consideration in conducting Board business.

The Board thanks Tammy, Alejandra and Nanet for their assistance and support during the year.

Peggy Corner

President