

MINUTES

Erin Ridge Active Adult Living Homeowners' Association
Board of Directors' Meeting
Wednesday, May 6th, 2015
Location: #66 Enderby Crescent, St. Albert, AB

1. Present:

Lorne Howell Elaine Tully
Lynn Murk Ronald Ponich
Ray Rohr Warren Wrigglesworth

Wm. A. Kerr (Condominium Consultants Canada Inc.)

Absent:

Lawrence Rodewolt

2. Call to Order:

The Chairperson, Lorne Howell, called the meeting to order at 10:04 a.m.

3. Guests & Delegations:

There were no guests or delegations in attendance

4. Adoption of Agenda:

By a motion duly made by Ray Rohr, seconded by Lynn Murk, and carried unanimously, it was resolved to adopt the Agenda as amended.

Amendments:

7.e Update of signing authorities
9.e Rental properties and temporary residents
9.f New owners information document
9.g Homeowners map

5. Adoption of Meeting Minutes:

a) October 23rd, 2014 Board of Directors' Meeting Minutes;

By a motion duly made by Lynn Murk, seconded by Elaine Tully, and carried unanimously, it was resolved to adopt the October 23rd, 2014 Board of Directors' Meeting Minutes as amended.

Amendments:

Item 6.a was amended as follows:

After further discussion it was moved by Ray Rohr, and seconded by Elaine Tully, ~~that~~ *since once the sod replacement project is completed, and the square foot cost have been determine, that the Association reimburse the Homeowners who repaired the grass damage on their own, the cost of repair on a pro-rated basis.*

6. Business Arising:

a) Lawn Replacement Due to Winter Kill - update;

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The decision made in item 6a of the meeting of October 23, 2014, Article 4.5 of the Restrictive Covenant, the fact that the damage to the lawns was as a result of the application of ice melt by the snow removal contractor action on behalf of the Association and the letter from one Homeowner were discussed. **By a motion duly made Ray Rohr, seconded by Elaine Tully, and carried unanimously, it was resolved that the Association honor the decisions made at the October 23, 2015 meeting and reflected in item 6.a of the minutes of the meeting on replacement of the grass which suffered winterkill during the 2013-14 winter.**

It was further agreed that the Property Manager would obtain quotes for repair of the affected grass.

Action – Kerr

7. Financials:

- a) **October 2014, November 2014, December 2014, January 2015, February 2015 and March 2015 Financial Reports;**

By a motion duly made by Lorne Howell, seconded by Ron Ponich, and carried unanimously, it was resolved to approve the October 2014, November 2014, December 2014, January 2015, February 2015 and March 2015 Financial Reports as presented.

It was noted that the surplus in the Reserve account had been transferred to the Operating account.

- b) **Arrears;**

There are no arrears other than 24 Enderby Crescent.

- c) **Cheques to be Signed;**

The following Cheques were signed:

Company	Amount
Do-All Landscape Ltd.	\$11,893.56
Spruce Up Tree Services	\$630.00
Condominium Consultants Canada Inc.	\$839.48

- d) **HSBC Cash Management Agreement;**

The increases in back charges by HSBC and the Property Manger’s experience with the Alberta Treasury Branch were discussed. **By a motion duly made by Ray Rohr, seconded by Lorne Howell, and carried unanimously, it was resolved that the Association move its bank accounts from the HSBC to the Alberta Treasury Branch.**

Action – Kerr

- e) **Signing Authorities**

By a motion duly made by Lorne Howell, seconded by Ray Rohr, and carried unanimously, it was resolved that the following offices be delegated signing authority for the association:

**President – Lorne Howell
Vice-President - Larry Rodewolt**

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Treasurer – Lynn Murk

Secretary – Ray Rohr

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.

9. New Business:

a) Unit #62 Enderby Crescent - Tree Approval Request;

By a motion duly made by Lorne Howell, seconded by Warren Wrigglesworth, and carried unanimously, it was resolved that the replacement of the tree at 62 Enderby Crescent be approved and that it may be replaced by other than a Poplar, Shubert Cherry or Mayday .

Action – Kerr

b) Unit #66 Enderby Crescent & Unit #68 Enderby Crescent - Choke Cherry Tree Removal Request - letter sent;

By a motion duly made by Ray Rohr, seconded by Ron Ponich, and carried unanimously, it was resolved to ratify the approval provided to 66 and 68 Enderby Crescent to remove the choke cherry tree.

Action – Info

c) Unit #27 Edward Way - Fence enclosure and "beware of dog" sign - letter sent;

The issue of temporary residents erecting a dog fence and signs was discussed.

d) 2015/16 Budget

By a motion duly made by Lorne Howell, seconded by Ron Ponich, and carried unanimously, it was resolved to approve the 2015/16 Budget as amended.

Action – Info

e) Rental Properties and Temporary Residence

The concern that renters and temporary residents were not being made aware of Association Bylaws was discussed. It was agreed that an effort would be made to provide temporary resident and renters with copies of the New Homeowner Information document and direct them to the website for further information. A note to that effect will be put in the Newsletter and copies of the document will be made available to Elaine Tully who will pass them on as appropriate.

Action – Kerr & Tully

f) Association Homeowners Map;

It was agreed that Ray Rohr would update the Association homeowners map.

Action – Rohr

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f) Dry Pond and Swale Rocks;

The need to add rocks to the dry pond and perimeter swale was discussed. It was agreed not to add any rocks to those areas at this time.

g) Newsletter;

The new format of the Newsletter was discussed and it was agreed that it was very good.

10. Next Meeting:

The next meeting of the Board of Directors' will be scheduled at the call of the chair.

11. Adjournment:

There being no further business, the meeting was adjourned at 11:35 a.m.

Recorded by Ray Rohr – secretary

Approved June 23, 2015