

MINUTES

Erin Ridge Active Adult Homeowners' Association
Board of Directors Meeting
Thursday, October-23, 2014
Location: #48 Enderby Cres., St. Albert, AB

1. Present

Lorne Howell	Ray Rohr
Lyn Murk	Elaine Tully
Ron Ponich	Warren Wigglesworth
Larry Rodewolt	Wm. A. Kerr (Condominium Consultants Canada Inc.)

2. Call to Order

Lorne Howell, the chairperson, called the meeting to order at 10:05 hrs.

3. Guests & Delegations

There were no guests or delegations

4. Adoption of Agenda

It was moved by Warren Wigglesworth and seconded by Lyn Murk ***that the Agenda be adopted as amended.***

Amendments:

- 8.a) Major Projects
- 8.b) Homeowners List
- 8.c) Areas of Responsibility

Carried

Action - Info

5. Adoption of Meeting Minutes

a) October 7, 2014 Board of Directors Meeting

It was moved by Ray Rohr, and seconded by Lyn Murk, ***that the Minutes of the October 7, 2014 meeting be adopted with the following amendments:***

6.d) ... Florin Berg has agreed to approach the Board-person and explain his position on this matter the Bylaw requirements

9.b) The remaining grass, along the sidewalks, which experienced winter kill from last winter will be repaired in Spring 2015.

Carried

Action - Kerr

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b) October 15, 2014 Annual General Meeting

It was moved by Ray Rohr and seconded by Larry Rodewolt ***that the Minutes of the October 15, 2014 Annual General Meeting be accepted with the following amendments:***

2.a) It was moved by Ray Rohr and seconded by Lyn Murk to waive the call of the role and certification of the proxies.

8,c Ray Corner (38 Enderby Crescent) stated that grass replacement is the Homeowner's responsibility.

9.d) ... the monthly Homeowners' Association fee to ~~\$140~~ \$130.

9.e) Replace entire paragraph as follows - Linda Thiesen (29 Edward Way) noted that the shingles are deteriorating ahead to the life indicated in the warranty. Daryl D'Amico (28 Enderby Crescent) explained the situation and noted that information on options available to Homeowners was included in previous newsletters and on the Assertion website.

10.

MOTION: Bryan Liden (41 Edward Way) / ~~Ken~~ Ken Katchulak (58 Enderby Crescent to cease nominations.

Carried

Action - Kerr

c) October 15, 2014 Board of Directors Meeting

It was moved by Warren Wigglesworth, and seconded by Lyn Murk, ***that the Minutes of the October 15, 2014 Board of Directors meeting be adopted as presented.***

Carried

Action - Info

6. Business Arising

a) Lawn Replacement Due to Winter Kill

Article 4.5 of the Restrictive Covenant was reviewed and discussed, and the fact that the damage to the lawns adjacent to the sidewalks and driveways was the result of the contractor acting on behalf of the Association, was noted.

It was moved by Ray Rohr, and seconded by Larry Rodewolt, ***that in the spring of 2015 the Association replace the grass along the sidewalks and driveways that was damaged by ice melt in the winter of 2013/2014.***

Carried

Action - Kerr

After further discussion it was moved by Ray Rohr, and seconded by Elaine Tully, ***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.***

Defeated

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7. Financials

a) September 30, 2014 Financial Report

The September 30, 2014 Financial Report was discussed and it was noted that the **Reserve Account** balance shown in the **Assets** heading is different than the balance shown in **Total Reserve Fund** in the **Equity** heading. Bill Kerr will check the totals and make appropriate adjustments to re-allocate the relevant amounts from **Operating Expenses** to the **Reserve Account**

Action - Kerr

b) Homeowners' Fee Increase

It was moved by Lorne Howell, and seconded by Larry Rodewolt, *that, as per the direction of the Association, effective June 1, 2015 the Homeowners' Association fees be increased to \$130 per month.*

Carried

Action - Kerr

c) 2014 Annual Return

The President, Secretary and Treasurer signed the 2014 Annual Return. Bill Kerr will submit it to the Province of Alberta.

Action - Kerr

d) Financial Signing Authorities

The updating of signing authorities for the bank account was discussed and it was agreed that, in consideration of the availability of Board members, the current signing authorities would be retained until April 2015.

Action – Info

8. New Business

a) Major Projects

Larry Rodewolt expressed concern with a number of items related to the management of projects and potential Association liability in the case of injury of someone carrying out work on behalf of the Association.

It was moved by Larry Rodewolt, and seconded by Ray Rohr, *that for major project (over \$5,000) we follow proper business processes for project planning, tendering and management.*

Carried

Action – All

It was moved by Lorne Howell, and seconded by Ron Ponich, *that for the protection of the Association that we carry WCB coverage at the minimum level.*

Carried

Action – Kerr

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b) Ares of Responsibility

The following directors agreed to undertake the specified responsibilities:

Elaine Tully – Board representative on the Newsletter Committee, and
Welcome Committee Coordinator;

Ron Ponich – Coordinator Summer Maintenance; and

Warren Wigglesworth – Winter Maintenance Coordinator.

Action – All

c) Board Approval of Newsletters

Lorne noted that a letter of August 11, 2010 to the Newsletter Committee requested them to seek Board approval prior to issue of the Newsletters. It was moved by Ray Rohr, and seconded by Lorne Howell, *that since the Board now has a representative on the Newsletter Committee the Letter of August 11, 2010 be rescinded.*

Carried

Action - Kerr

d) Association Members List

It was agreed that Lyn Murk would contact all of the Homeowners who have moved into the area since the last Homeowners List was distributed and confirm that they agree to have their name and address included in the List.

Action – Murk

The updated Homeowners list will then be distributed with the next Newsletter.

Action – Tully/Kerr

9. Next Meeting

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

10. Adjournment

There being no further business, the meeting was adjourned at 1255 hrs.

Recorded by Ray Rohr – secretary

Approved May 6, 2015