

MINUTES

Erin Ridge Active Adult Living Homeowners' Association
Board of Directors' Meeting
Thursday, April 19, 2018
KDM Board Room
#103, 205 Carnegie Drive, St. Albert, Alberta

1. Present:

Ray Rohr	President	Bob Gabourie
Paul Boutin	Vice-President	Ronald Ponich
Lorne Howell	Treasurer	Jim Terry
Peggy Corner	Secretary	

Kelly Cruthers (KDM Management Inc.)

2. Call to Order:

The Chairperson, Ray Rohr, called the meeting to order at 10:00 a.m.

3. Adoption of Agenda:

It was moved by Lorne Howell and seconded by Paul Boutin, that the Agenda be adopted as amended.

Carried

4. Adoption of Minutes of November 8 and December 5, 2017:

It was moved by Jim Terry and seconded by Bob Gabourie, that the minutes of the November 8, 2017 Board of Directors meeting be adopted as circulated.

Carried

It was moved by Ron Ponich and seconded by Bob Gabourie, that the minutes of the December 5, 2017 Board of Directors meeting be adopted as circulated.

Carried

5. Action Items from Last Meetings:

a. Age Restriction Issue

Ray Rohr reported that he had spoken to Scott Belland, a lawyer who specializes in property law. Mr. Belland advised that the January 2018 amendments to the Alberta Human Rights Act and associated legislation, protects the current age restriction in our Restrictive Covenant for 15 years. Options at the end of the 15 year period would be to amend the By-Laws to restrict ownership to age 55, or to eliminate an age restriction.

It was agreed that no action is necessary at this time.

6. Financial Reports:

a. October, November and December 2017 and January, February and March 2018 Financial Reports

It was moved by Lorne Howell and seconded by Jim Terry, that the six Financial Reports be adopted as presented.

Carried

7. New Business:

a. Tree Care Program and Policy

The draft Tree Care Policy and administrative issues were discussed. Wording changes to paragraphs 2.4 and 2.6 were discussed.

It was moved by Lorne Howell and seconded by Paul Boutin, that the Tree Care Policy be approved as amended.

Carried

Discussion took place regarding managing payments to contractors, invoicing Homeowners for work done, and collecting from Homeowners. KDM will research and make a recommendation to the Board.

Action – KDM

b. Application for Project Approvals

A Level 3 application for deck replacement had been received from 26 Enderby Crescent. Upon review, it was noted that the application did not conform to Attachment 3 of the Project Approval Guidelines, which states - *"it is expected that when white railings are installed on decks where the colour of the existing deck is other than white, the existing colour will be painted over in white to match the new railings."*

It was moved by Lorne Howell and seconded by Bob Gabourie, that the following Application for Project Approval be approved subject to an amendment that the lattice and deck substructure be painted white:

- i. 26 Enderby Crescent – deck replacement

Carried

It was moved by Lorne Howell and seconded by Bob Gabourie that approval for the following Application for Project Approval be ratified:

- ii. 42 Enderby Crescent – replacement of shingles,

Carried

c. 2018-19 Budget

It was moved by Ron Ponich and seconded by Bob Gabourie, that Ray Rohr, Lorne Howell and Kelly Cruthers develop the 2018-19 Budget to reflect anticipated costs with consideration of a possible Homeowner Fee increase.

Carried

It was agreed the draft budget would be circulated to the Board for review.

Action: R. Rohr

d. Newsletter

Peggy Corner presented, for information, the May 2018 edition which will be distributed the week of April 23 along with the information provided by Branches Tree Care Ltd.

e. Contract with KDM Management Inc.

A draft contract was reviewed. Ray Rohr asked that comments and amendments be provided by Monday April 23.

It was moved by Paul Boutin and seconded by Ron Ponich, that Ray Rohr and Lorne Howell be authorized to finalize a contract for a two year period with KDM Management Inc.

Carried

f. Approval of Transfer of Funds

It was moved by Paul Boutin and seconded by Lorne Howell, that the transfer of funds from the Guaranteed Income Certificate held in the Reserve Fund to the Operating Account be ratified.

Carried

g. Contract with Branches Tree Care Ltd.

It was moved by Lorne Howell and seconded by Jim Terry that the signing of the contract with Branches Tree Care Ltd. be ratified.

Carried

8. Next Meeting:

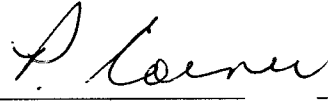
The next meeting of the Board of Directors will be at the call of the Chair.

9. Adjournment:

The meeting was adjourned at 11:15 am.

Minutes Approved

President 
Ray Rohr

Secretary  May 18, 2018
Peggy Corner date