

MINUTES

Erin Ridge Active Adult Living Homeowners' Association
Board of Directors Meeting
KDM Management Inc. Boardroom, #210, 150 Carleton Drive, St. Albert Alberta
Thursday, September 12, 2024

1. Present:

Peggy Corner	President
Lynne Perry	Secretary
Bev Miller	Treasurer
Clem Imgrund	Director (Participated by video conference)
Doug Demers	Director
Brenda Short	Director
Tammy Pope	KDM Management Inc.
Nanet Botha	KDM Management Inc.

Absent:

Irene Clark	Vice President
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2. Call to Order:

The Chairperson, Peggy Corner, called the meeting to order at 10:00 am.

3. Adoption of Agenda:

It was moved by Lynne Perry and seconded by Doug Demers that the agenda be adopted as circulated.

Carried

4. Adoption of Minutes of February 5, 2024 Board Meeting:

There being no errors or omissions, it was moved by Doug Demers and seconded by Lynne Perry that the minutes of the February 5, 2024 Board of Directors meeting be adopted as circulated.

Carried

5. Action Items from Previous Meeting:

a. Final Fence Committee Report

The Board reviewed the final report from the Fence Committee dated August 16, 2024. The repair project was completed August 1, 2024, by Rayec Renovations Ltd. at a total cost of \$11,055.21. Of that amount, the Association can potentially recover \$4,800.00 if all 12 of the "good neighbours" pay their share. KDM has sent invoices to the 12 neighbours involved in the project. Additional expenses for paint, office supplies and postage will be about \$400.

These expenses will be charged against the Reserve Fund.

The Fence Committee made nine recommendations, for future actions, which will be implemented as required. One of the nine recommendations was to appointment another member to the Committee. Darrell Zylla (36 Enderby Cresent) has agreed to serve on the Committee.

The Board expressed their thanks to the Fence Committee (Daryl D'Amico, Florin Bergh, and Gary Short) for the excellent work managing the repair project.

It was moved by Bev Miller and seconded by Doug Demers that the Fence Committee Report dated August 16, 2024 be accepted as presented.

Carried

6. Financial Reports:

a. Approval of Financial Statements for January to July 2024

It was moved by Brenda Short and seconded by Bev Miller that the Financial Statements for January to July 2024 be adopted as circulated.

Carried

b. Ratification of the Approval of the 2024-2025 Budget

It was moved by Doug Demers and seconded by Bev Miller that the Board's email approval of the 2024-2025 Budget be ratified.

Carried

c. Ratification of Renewal of Term for Term Deposit Maturing March 20, 2024

On March 20, 2024, the President instructed TD Securities to renew the Term Deposit for a term of 180 days at a rate of 4.91%.

It was moved Lynne Perry and seconded by Brenda Short that the renewal of the Term Deposit held with TD Securities in the amount of \$10,629.92 for a period of 180 days at a rate of 4.91% be ratified.

Carried

d. Ratification of Deposit of Term for Term Deposit Maturing August 26, 2024

It was moved by Bev Miller and seconded by Doug Demers that the deposit of the Term Deposit in the amount of \$33,688 which matured August 26, 2024 be ratified.

Carried

e. Investment of Excess Funds

It was moved by Lynne Perry and seconded by Doug Demers that \$20,000 of the surplus funds from the deposit of the Term Deposit in the amount of \$33,688 be invested for a period of one year at a rate of 3.5%.

Carried

Action: KDM

7. New Business:

a. Approval of the Revised Project Approval Guidelines

The guidelines for the installation of solar panels have been added to page 7 of the Project Approval Guidelines.

It was moved by Lynne Perry and seconded by Doug Demers that the version of the Project Approval Guidelines updated September 12, 2024 be approved.

Carried

This revised version will be posted on the Association website and distributed by email to all Homeowners.

Action: Peggy/Tammy

b. Review and Approval of Audited Financial Statements for the Fiscal Year ended May 31, 2024

It was moved by Doug Demers and seconded by Clem Imgrund that the Audited Financial Statements for the year ended May 31, 2024 be approved.

Carried

The Statements will be included in the Annual General Meeting package.

Action: KDM

c. Preparation for the Annual General Meeting

It was noted that there will be four Board vacancies to be filled. Irene Clark and Peggy Corner have served the maximum number of terms. Clem Imgrund has served two two-year terms and is willing to let his name stand. Bev Miller has served one two-year term and is willing to let her name stand.

Bev Miller and Clem Imgrund, with assistance of the President agreed to serve as the Nominating Committee to identify two Homeowners willing to let their name stand.

Action: Bev/Clem

It was noted the AGM package must be mailed by September 25, 2024.

Action: KDM/Peggy

Lynne Perry and Irene Clark will organize the social to be held after the AGM.

Action: Lynne

d. Ratification of Applications for Project Approval

It was moved by Lynne Perry and seconded by Brenda Short that the approval of the following Applications for Project Approval be ratified:

- 48 Enderby Crescent – Installation of Solar Panels
- 42 Enderby Crescent – Tree Removal
- 64 Enderby Crescent – Installation of Air Conditioner
- 40 Edward Way – Deck Replacement
- 10 Enderby Crescent – Tree Removal
- 4 Enderby Crescent – Deck Replacement
- 41 Edward Way – Tree Removal and Replacement
- 29 Edward Way – Replacement of Deck Surface
- 36 Enderby Crescent – Final Approval of Latticed Enclosure

Carried

As per the guidelines for installation of solar panels, KDM was asked to request that 48 Enderby Crescent provide proof that the installation has passed all required government inspections.

Action: KDM

e. New Homeowners

Livio and Val DePrato are the new owners of 14 Enderby Crescent, and Sabrina Pisani is the new owner of 43 Edward Way.

f. Homeowner Issues

The following issues have been resolved:

- 5 Enderby Crescent – Do-All repaired damage in basement caused by downspout being left up
- 15 Enderby Crescent – Homeowner asked to remove utility trailer parked on driveway for an extended period of time
- 50 Enderby Crescent – Complaint about flyer on Canada Post mailbox
- 2 Enderby Crescent – Complaint regarding lawn maintenance
- 14 Enderby Crescent – Outstanding Fees of \$420 withdrawn September 1

One issue is outstanding:

- 43 Edward Way –the Information Package has been delivered, but not returned. It was agreed that a new package addressed to co-owner Troy Samchuk would be hand delivered

Action: Peggy & Bev

g. Review of Applications for Project Approval

Tammy indicated there are no pending applications at this time.

