

The Hamptons Homeowners Association

THE HAMPTONS SOUTH EAST EDMONTON HOMEOWNERS ASSOCIATION

BOARD MEETING MINUTES

A meeting of the Board of Directors
of The Hamptons Homeowners Association
took place on
Thursday, March 29, 2018 at 7:00 p.m.
at Edmonton Chinese Alliance Church
5019 – 199 Street N.W.
Edmonton, Alberta

Present: Keith, Jason, James, Lori, Joseph (EMG), Yong and Ken (residents)

Regrets: Matthew, Michele

AGENDA

1) Meeting Call to Order and Establish Quorum at 7:09 pm.

2) Review and Approval of Agenda

Motion to approve agenda as presented to the Board – Moved by Keith. Seconded by James. Motion carried

3) Review and Approval of the Minutes of Previous Meeting(s) – February 15, 2018 –
Moved by Lori. Seconded by Keith. Motion carried

4) Business Arising

i) Task List Review – *Task list reviewed by the Board and Joseph was given a marked up copy of items to remove for future lists.*

ii) Review of arrears graph – *Arrears graph reviewed by the Board.*

iii) Arrears collection discussion and vote (PCR)

Board discussed the presentation by PCR during the February 15, 2018 meeting. PCR was invited to the February Board meeting and presented a plan to reduce the number of

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outstanding Home Owners who are in arrears with regards to their HOA fees. The current plan, having EMG mail letters to Home Owners advising of a pending Caveat filing and ultimately having a Caveat filed against the title will immediately cease and PCR would take the lead on the collection of outstanding HOA fees. This would include collection letters sent to Home Owners, credit bureau reporting after 60 days, then Caveat filing on outstanding arrears Home Owners, followed by Mortgage holder locate and letter sequence. Should the afore mentioned actions not garner a result, small claims court, Notice to Force Sale and Foreclosure would be the final stage if the HOA so chooses. Motion by Keith for the Board to use PCR services as outlined. Seconded by James – Carried. Lori abstained. Motion by Keith that all single-family dwellings owing \$300 or more and Condo owners owing \$150 or more be contacted by PCR for outstanding fee recovery. Seconded by James. Carried. Lori abstained. Keith to contact PCR and have them get in touch with EMG to begin the process of collecting outstanding HOA fees.

- iv) Landscaping/Fence Maintenance/Sign washing Update – New landscape contractor has been chosen and the seasonal flower pots are now in their possession for spring planting and placement when the warmer weather arrives. New planters will be required in 2019. Keith will look into replacements with Seasonal Impact Contracting and Board members will independently look into replacements for next year. Oasis will be repainting approx.. 1.2kms of fence along 45 Avenue and Winterburn Road. Item established in the budget for this work. Brick entry feature signs and fence post columns are showing signs of efflorescence. This needs to be cleaned and will be part of ongoing neighborhood maintenance. Keith has contacted SIC and Jason has contacted Oasis for quotes. James to contact Coyes Industries for a quote to wash the efflorescence off the posts and signs.*
- v) Fountain Update – Joseph has submitted the EPCOR form to Core Electric to establish a service location for the two fountains. Core is getting quotes for sub-contractors to dig pits for the transformers required for the fountains and is working with the City on the required permits for the fountains.*
- vi) Fences not meeting specifications (unpainted or incorrect color) – Draft letter given to the Board, amended at the meeting and returned to Joseph for delivery to Home Owners in contravention of the HOA Design Guidelines.*
- vii) AGM Discussion (May 17, 2018) – The AGM will be at the Edmonton Chinese Alliance Church, 5019-199 Street at 7pm on Thursday, May 17, 2018. Jason to drop off the check for room rental to the Church next week and inquire about placing an AGM advertising sign on ECAC property. James motioned that the Board spend no more than \$150 on snacks and beverages for the AGM meeting. Seconded by Keith. Carried. Lori to bring snacks and beverages for the May 17, 7pm AGM.*

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Keith to contact Sign Guru regarding the manufacture and placement of the AGM advertising signs.

5) New Business

- i) *The Hamptons Community League Neighborhood Watch crime discussion – Jason was contacted by the Community League to discuss the idea of possibly utilizing the services of a private security company to monitor the neighborhood overnight to increase the feeling that someone is always watching the neighborhood. The Board discussed this idea but felt that the Neighborhood Watch Program needs to be fully implemented and assessed before the use of a private contractor is employed. The Board didn't feel that there was an issue with crime in the area that would necessitate this and more investigative work needed to be done.*
- ii) *Home Owner inquired about posting signs in areas where dogs are being let off-leash – New signs are being manufactured for the Doggie Bag Stations as they are looking worn and faded. A note that the Park and Pond areas in The Hamptons are not off-leash areas will be included in the new signs and Jason will inquire with the City if they can post additional signs in the areas in question, reminding residents to keep their pets on leashes.*
- iii) *Board Member HOA fees – The idea of Active Board members that attend a certain percentage of meetings and contribute to the Board have their following year's HOA fees eliminated was discussed. This may attract additional people to serve on the Board and act as an incentive for residents to become more involved. This idea to be further explored during subsequent meetings and possibly at the AGM. Tabled.*

6) **Next Meeting Date (Thursday, May 10, 2018)** – *Location to be determined as the Edmonton Chinese Alliance Church is unavailable.*

7) *Motion to adjourn the meeting at 8:50 by James. Seconded by Keith. Carried.*