

Minutes of the Tower Ranch Community Association (TRCA) Board of Directors Meeting BOD 119

Date: Wednesday, June 26, 2024
Place: Tower Ranch Clubhouse - Lounge
In attendance: Joe Danchuk (JDa), Jon Durkin (JD), Heidi Enns (HE) Brittany Burpee (BB), Glen Wood (GW), and Jane Hicks (JH).

Welcome and Introductions

The meeting was called to order at 5:58pm with JD as Chairman.

1. Minutes of BOD–118

After review and discussion, JD MOVED the minutes of BOD-118 be approved; seconded by GW and **Motion BOD119-1** carried.

2. BOD succession planning update

JD welcomed Jane Hicks to the Board and thanked her for her introduction to members at the Annual General Meeting on June 03, 2024.

3. Update BOD Non-Disclosure Agreements

HE MOVED that a TRCA Board Confidentiality Policy be developed in conjunction with a conflict-of-interest policy to be included as part of the TRCA bylaws; seconded by JDa and **Motion BOD119-2** carried.

Action 1: JD to contact our strata lawyer at Dobar Williams for assistance.

4. Monthly Financials

BB stated that bookkeeping services with King's is going very well, including the DocuSign process.

GW MOVED that KIM Hewitt be formally named as TRCA Administrator, effective July 1, 2024; seconded by JDa and **MOTION BOD 119-3** carried.

5. BOD succession planning update

JD reported no updates

6. June 25, 2024 meeting with PLC marketing team

JD provided an update on the meeting held on June 24 with a MLA Canada, a marketing company hired by PLC to promote sales of their 192 Uplands project. MLA was represented by Taylor Musseau, EVP Sales & Marketing and two others from MLA head office (Vancouver). JD, HE and JDa represented the TRCA board at the meeting.

In short, the new management structure at PLC, recently put in place, is pursuing opportunities to entice potential buyers to the potential and advantages of the Uplands project. Their main message was that PLC may well agree and pursue a commercial build-out of their Lot#6 that will contribute to the TR Community (and their Upland sales!). In order to initiate this project, MLA would like to craft a homeowner survey as to what the community would like to see built on the site. They would like the TRCA to send out the survey via MailChimp once crafted and agreed to. We stated that in principle we could do so but needed to know the scope and scale of the project before committing to such a project. As part of the ensuing discussion Taylor stated that at this time there is no stated upper dollar limit and such a project could, for example, include a commercial residence with a café, convenience store and perhaps amenities currently housed at the Clubhouse. JD stated that we had sent letters to PLC management in Sept 2023 requesting their involvement, along with Durali Properties, to explore options to essentially turn over our clubhouse assets to Durali. Taylor was very interested in seeing the contents of the Sept letter to PLC and JD agreed.

JD took the opportunity to express concern regarding the significant increase predicted in commercial and eventually homeowner traffic along TRB that will be generated from the additional residences and requested PLC assistance in approaching the City with the TRCA to get meaningful traffic calming on TR Blvd for the safety of all.

Action 2: JD to send MLA the Sept 2023 letter sent via Mark Bourree to Jeff Marshall (VP Development, PLC)

Action 3: JD to contact Durali and discuss the future possibilities for Lot #6.

7. Review and discussion of June 03, 2023/2024 AGM

Landscaping : GW reported that TR Golf Club has committed to work with the TRCA to address “beautification” of the TR entrance way. JD and GW met with TR Golf Club General Manager (Jeff Richard) and their main landscape person at site in June and they agreed to put together a plan and budget for discussion.

Action 4: GW/ JD to follow up with Jeff M. on this matter

Action 5: GW to explore having the rotten Dilworth sign removed from TRB

Finance: GW MOVED that the TRCA move ahead with the appraisal of our TR Clubhouse assets provided Durali share the costs equally. The total estimate for this cost is \$4,000 plus GST and disbursements; seconded by JD and MOTION **BOD 119-4** carried.

Action 6: JD to reach out to Durali for their financial commitment to the appraisal.

Clubhouse strata: JD reported a conversation with our strata lawyer (MF) advises specific actions he proposes that the TRCA take re the Carrington expense issue. This conversation was held in camera

Fortis: HE reported that the TRCA will now pursue the beautification of the site as promised by Fortis as a Board issue under JH leadership.

Action 7: JH to draft communication to Fortis representative Shelly Martens and follow up with additional Board Member for any subsequent meetings.

Traffic Calming- next steps: JD shared discussions to date with Durali, Parkbridge and the City of Kelowna regarding TRCA concerns regarding traffic on TRB.

Action 8: JD to form a homeowner committee to explore new tactics and actions to have the City engage in meaningful dialogue to enact realistic and effective traffic calming measures along TRB (and TRD/ Tallgrass as well).

AGM Minutes:

Action 9: HE to transcribe AGM Minutes for BOD approval at its next meeting.

8. Committee Reports

No additional reports.

9. Adjourn and Next Meeting

Meeting adjourned at 7:53pm; next meeting is scheduled for September 09, 2024 at 6pm in the TRCA Clubhouse Lounge.