

Minutes of Meeting
Of The Board of Directors of
The Tower Ranch Community Association (TRCA)
BOD – 45

Date: Wednesday January 2 2019

Place: TRCA Lounge

In Attendance: Directors: Jon Durkin (JD), Jim Roe (JR)

Committee Chairs: Craig Fowler (CF)

Welcome and Introductions

The meeting was called to order at 7:01 with JD as Chairman

Minutes of BOD-44

JD MOVED the minutes be approved, seconded by JR and **Motion BOD45-1** was carried.

Membership update

The updated membership list has now been completed by Maureen Watt. Maureen is currently working on detailed protocols by which new homeowners (either new homes or resales) are identified, contacted, introduced to the TRCA, and payment of the monthly fees initiated. The plan is for JD to review these protocols and final versions tabled at the next BOD meeting.

Action 1:

JD to ask Glen Wood (GW) if our bookkeeper is receiving updates on membership form PLC.

Bylaws update

The group discussed plans and expectations for the January 10 meeting with Mark Bouree (Senior Regional Manager, Parkbridge Lifestyles). This meeting will address proposed changes to the TRCA bylaws that among other things will allow Solstice homeowners limited voting status.

Management changes at the TR Golf Club

The BOD discussed the Dec 17 2018 meeting between the TRCA (represented by the BOD directors and CF) and the Cronk Group (James Cronk and Eric Thorsteinson). At that meeting, the TRCA stated that there is no formal Strata Agreement between the TRCA and Carrington, a situation that the TRCA has been trying to rectify for well over a year with little to no input or response from Carrington. (see Legal and Bylaws report below)

The BOD discussed ways and actions by which we can work with the Cronk Group to reinstate discussions with Carrington on the Strata Agreement.

Varia

CF raised the issue that we should be actively thinking of BOD and TRCA priorities for 2019. Following discussion it was agreed that:

Action 2

JD would ask all Committee heads to generate a prioritized list for their operations and have them circulated no later than 3 days before the next BOD meeting. At the next meeting those lists will be compiled into a single BOD priority list for 2019.

Committee Reports

Landscaping (and related) (GW)

JD described the turf damage adjacent to the sidewalk along Tower Ranch Blvd (TRB) caused by a City of Kelowna plow on or about December 30th following the 10-15cm snowfall of

December 29th, 2018. The concern is that the plow also damaged the irrigation system, the extent to which we will not know until the spring.

Action 3:

JD to contact the City by phone and email to formally report the situation and to have the City acknowledge its responsibility to repair all damages effected by their equipment and workers.

Legal and Bylaw (CF)

LEGAL REPORT

- A meeting was held with Cronk and Associates who is the new appointed management team running the Tower Ranch Golf Course.
- A key topic of that meeting was the TRCA position that no cost sharing agreement exists between TRGC and the TRCA due to the strata never being established.
- James Cronk indicated that he felt that Strata KAS3569 should be properly established, to include named Directors and a codicil attached that would set out a reasonable and agreed cost-sharing formula.
- James further indicated that it was his opinion that Carrington Group would not undertake the actions required to formulate this, and he asked if the TRCA would explore the approximate costs to set this up, with Carrington participating in a cost-share agreement on this.
- Contact was made with the TRCA lawyer to get a cost estimate. He is away until January 8th, 2019, after which a response is expected.
- Once received, the Board can decide the next course of action to formulate the Strata agreement to the mutual benefit of both parties.

BYLAW REPORT

- A special BOD was held for the purpose of evaluation the bylaw response from PLC and the TRCA reaction.
- A written position document from the TRCA was subsequently finalized, and an email was sent to PLC outlining the preliminary TRCA reaction to both their bylaw submission and subsequent explanatory memo from Pushor Mitchell.
- Contained in that response was the suggestion that an across-the-table meeting between PLC and the TRCA was desirable so that both sides can discuss possible areas of compromise.

- PLC agreed to this course of action and has agreed to meet with the TRCA to discuss their position.
- The meeting will be held January 10, 2019 in the Members Lounge at 3:00 pm

Clubhouse Amenities (JD):

- The elliptical machine in the gym was put back on line a few weeks back but a longer term solution required that all the main belts be replaced. That task was completed by OEM last week at a cost of approx. \$450. The invoice has been given to GW
- Platform Sales who rented the Lounge on two occasions during the summer has now paid the outstanding fee of \$150.00 for use of the room in September. They sent a e-transfer to JD who has reimbursed the TRCA for that amount by cheque
- JD, on behalf of the BOD, has agreed to enter a shared cost arrangement for clearing the sidewalks of snow along TRB. The TRCA will pay \$25 to clear sidewalks that are adjacent to the backyards of homes on Split Rail. The Golf Club will pay \$75 for clearing all sidewalks that are adjacent to golf course property along TRB. It was agreed that Eric Thorsteinson would be the one to decide when a clearing is needed. JD was assured that the TRCA could pull out of this arrangement at any time if we wished to do so

Communication, Membership and Social (MW)

No update

Developer relations (JR)

No update

Finance (GW)

No update: GW absent

Insurance Committee (DF)

No report: DF absent

Adjourn and Next Meeting

Moved by JD that the meeting adjourn at 8:10pm, JR seconded and motion carried. Next meeting (BOD-45) on Monday January 28.