

Minutes of Meeting
Of The Board of Directors of
The Tower Ranch Community Association (TRCA)
BOD – 46

Date: Wednesday January 28 2019
Place: TRCA Lounge
In Attendance: Directors: Jon Durkin (JD), Jim Roe (JR), Glen Wood (GW)
Committee Chairs: Craig Fowler (CF) Don Folstad

Welcome and Introductions

The meeting was called to order at 7:02 with JD as Chairman

Minutes of BOD–45

JD MOVED the minutes be approved, seconded by CF and **Motion BOD46-1** was carried.

2019 BOD priorities

The Board discussed various tasks and actions that awe seen as priorities for 2019 and specifically leading up to the AGM in May

Action 1:

JD to draft the list and circulate to the board members for comment. For the next BOD meeting, the goal is to agree on the list, prioritize the items if deemed necessary, and for the relevant committee chairs to add critical actions and time frames to the items listed. This new more comprehensive document will be circulated and discussed at the next BOD meeting.

Bylaws update

The meeting with Mark Bouree (Senior Regional Manager, Parkbridge Lifestyles).was held on January 10. CF reported that the meeting went very well and significantly increased the probability for mutually agreed to bylaw amendments that among other things would allow Solstice homeowners limited voting rights within the TRCA.

Action 2:

As agreed at the January 10 meeting, on January 29 CF and JR will meet with the PLC lawyer (Pushor Mitchell) responsible for their recent response to our amended bylaw draft (to which the TRCA has expressed serious concerns). The goal is to go through our amended bylaw document and mutually agree to suggested changes. Mark Bouree is scheduled to attend the meeting via phone.

EAC Update

JR summarized the documentation we have on hand supporting the TRCA position wrt the EAC rent charge issue. JR tabled a draft position letter to be sent to EAC. On discussion it was agreed that:

Action 3:

JR will ask for a legal opinion on the position letter drafted which we intend to send EAC. We will also solicit his view on our intended tactics and strategy regarding this matter.

Committee Reports

Landscaping (and related) (GW)

With respect to the turf damage caused by the city snow plow JD reported that he contacted the City by phone to report the situation and to have the City acknowledge its responsibility to repair all damages effected by their equipment and workers. They did indeed acknowledge their culpability on this matter and that they would repair the damage in the Spring. JD followed this up with a detailed email on January 10 describing the situation with relevant photos of the damage their worker caused. On Jan 11 the City responded with the following email to JD:

Good Morning Jon,

Thank you for taking the time to follow up with this email in regards to the turf damage adjacent the sidewalk along Tower Ranch Blvd from a City of Kelowna plow. I have attached this, along with the photo attachments, to your service request already in our system and sent to our roadways foreman, Kim Johnson, who is the one who phoned you on January 7th. As per his notes on your service request and the voicemail you received, the damages will be fixed in the Spring. To contact Kim directly for any further information, he can be reached at kjohnson@kelowna.ca.

Thanks,

Megan Kenyon

Operations Clerk | City of Kelowna

Action 3:

At the request of GW, JD will contact the City to request that the TRCA use its contractors to effect the repairs and that the City reimburse us the cost associated with repairs to the turf and associated irrigation system

Legal and Bylaw (CF)

No report

Clubhouse Amenities (JD):

- Discussions are being held with the Cronk Group to engineer a mutually agreed to budget on shared expenses that would be part of proposed Service Agreement with Carrington

Communication, Membership and Social (MW)

No update

Developer relations (JR)

No update

Finance (GW)

A discussion was held regarding how we protect the banking information on the PAD Agreement forms submitted to us. The point being that once our bank is given the information, would it be appropriate to destroy the paper copy on file.

Action 4:

GW to contact our bookkeeping service and Interior Savings to determine the best way to ensure confidentiality and security in this matter

Insurance Committee (DF)

No report

Adjourn and Next Meeting

Moved by JD that the meeting adjourn at 8:35pm, JR seconded and motion carried. Next meeting (BOD-45) on Monday February 12.