

Minutes of the Tower Ranch Community Association (TRCA) Board of Directors Meeting BOD 73

Date: Monday September 28 2020

Place: 1713 TR BLVD

In Attendance: Directors: Larry Bray (LB), Jon Durkin (JD), Craig Fowler (CF), Jim Roe (JR), Glen Wood (GW)

1. Welcome and Introductions

The meeting was called to order at 6:05pm with JD as Chairman.

2. Minutes of BOD-72

JD reviewed and checked the status of the action items from BOD-72.

JD MOVED the minutes of BOD-72 be approved, seconded by LB and **Motion BOD73-1** carried.

Actions arising from:

Action 1: GW stated that Kim Hewitt will post all of the approved 2020 minutes to date on the website within the next week

3. Results of 2020 AGM voting

The audited results of the virtual AGM held between August XXX and August YYY were circulated to the board

4. Monthly Financials

Some minor discrepancies between the current Master Homeowner list held by JD and the homeowner list held by bookkeeping have been noted.

Action 2: GW to ask Kim Hewitt (IT Manager) to work with Dawn H. (bookkeeping) to reconcile the two lists and present the updated bookkeeping list to GW for discussion at next meeting

5. COMMITTEE REPORTS

Landscaping & TRB Maintenance (GW)

GW stated that Mainstream Irrigation will be blowing out the TRB irrigation system on October 16.

A discussion regarding snow removal along the east side sidewalk of TRB this winter took place. It was agreed that last year's decision to plow the sidewalk was a positive experience in that it allowed much safer community access and use of the main thoroughfare than we have experienced in previous years where several areas of the sidewalk were iced over and snow covered for much of the season (particularly along those areas where Split Rail homes back onto TRB).

We will explore rehiring the personnel who plowed the sidewalk last season- it was carried out in a very responsive manner and cost effective manner. We will also look into alternative options for the work to be carried out in an effectively manner at a reasonable and acceptable cost.

Action 3: JD to talk to James Cronk (Manager TR Golf Club) to discuss this issue so as to align our plans for snow removal at the clubhouse and along the entire east side sidewalk of TRB (40% Golf Course and 60% TRCA responsibilities)

Action 4: GW to explore the various options for plowing the sidewalk this winter and report such at the next BOD meeting

Legal and Bylaws (CF)

BYLAWS

With the successful passing of the revised Bylaws at the recent SGM, this will conclude reports on this topic.

Of interest pertaining to the Bylaws, Mark Bouree put out a letter to Solstice residents outlining PLC's support of the Bylaws and offered congratulations to the Board and the Committee on completing this long and trying process., as well as encouraging Solstice residents to vote in the AGM.

A copy of this letter is attached to this communication. I spoke with Mark this week and thanked him on behalf of the BOD for his efforts in spearheading the internal challenge he faced in getting PLC management to accept the necessity of granting TRCA voting privileges to Solstice residents.

NOTE: Can we determine the voting participation returns by sub-areas within Tower Ranch?

LEGAL

1. EAC

We have not heard from the Courts on the next step in the legal process in our litigation against EAQC for dues.

TRCA's lawyer, David Towill will proactively pursue this matter and advise.

2. AGM

More by fortunate timing than an actual plan, we just met the legal requirement under the Societies Act to hold our AGM by September 30.

Action 5: Once the voting results are known, CF will create a set of minutes of the AGM and forward to David for filing with the appropriate authorities.

Special recognition to Kim Hewitt for diligent efforts to publish the lengthy AGM document and devise a method by which the votes can be electronically tallied.

NOTE: The BOD should concentrate efforts in 2021 to hold the AGM by either electronic or personal attendance in May 2021.

Developer Relations (JR)

Nothing new to report on developer relations (covered in the legal report), building scheme or insurance.

Finance (GW/CF)

GW MOVED to reimburse JD \$93.05 for costs paid for IT needs under membership and communications; seconded by CF and **Motion BOD73-3** carried

Communication and Membership (JD)

- IT Manager successfully set up and tested Survey Monkey for homeowners to vote on the motions sent to homeowners. Results indicate that more than 100 homeowners voted at the virtual AGM
- Once ballots counted and verified we will cancel Survey Monkey account as cost saving measure
- Four new homeowners identified to be visited by JD in the next week or so.
- JD will contact the agents for the 4 homes with sales signs (one sold) as a heads up once we have verification from Dawn that the accounts are not in arrears.
- The \$500 refund from Rutland Centennial Hall for the cancelled AGM is in the mail
- Sent out following e-blast to homeowners:
 - Sept 1: SGM results sent to homeowners
 - Sept.2: AGM notification sent to all homeowners
 - Sept 23: AGM ballot sent to all members in good standing

Amenities and Strata (JD)

- Proposed that the TRCA approach James Cronk (JC) re paying our share for cleaning the copious amount of bird poop from the clubhouse exterior. The BOD agreed that the work needs to be done and we should offer 30% of the cost.

Action arising from

Action 6: JD to discuss with JC

- JD to discuss with JC resident golf incentives for 2021 (including discounted memberships).
- JD to discuss with JC winter rules for building access
- We have quotes for a new spin bike for the gym and a trade in value for one of the two bikes currently in the facility

Action arising from:

JD MOVED that the TRCA spend up to \$3500 for a commercial grade spin bike to replace one of the two upright bikes in the facility; seconded by CF and **Motion BOD73-4** carried

Trails Committee (LB)

Trails Report:

No updates

Fortis Report:

LB met with Fortis reps on September 18th. See attached (Appendix 1) for minutes and points of discussion. Following are highlights of the meeting:

Final decision for project approval is hopefully by end of 2020.

1. Construction would begin in 2021 and completed in 2023.
2. Items discussed for beautification was; fencing, concrete walls with artwork, natural trees and shrubs.

3. The Fortis Team was very open to suggestions and ideas.
4. They will be doing some landscaping around the area and suggests they could supply material and work force and equipment to help as part of their Community Giving Day.
5. The Fortis Team will produce a plan with options, and we will meet again to discuss further.

6. Other items

CF MOVED that Jon Durkin by named President of the TRCA effective immediately; seconded by GW and **Motion BOD73-5** carried

7. Adjourn and Next Meeting

The meeting was adjourned at 7:43 pm. The next BOD meeting will be at 6:00 November 2 at JD's home

