

Minutes of the Tower Ranch Community Association (TRCA) Board of Directors Meeting BOD 77

Date: Monday January 11 2021

Place: Videoconference

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 7:04 with JD as Chairman.

2. Minutes of BOD-76

JD reviewed and checked the status of the action items from BOD-76. JD MOVED the minutes of BOD-76 be approved, seconded by CF and **Motion BOD77-1** carried

3. EAC Arrears Update (CF/JR)

Following discussion, CF moved that the Board of Directors of the Tower Ranch Community Association (TRCA) authorize David Towell, Legal Counsel, to defend the TRCA against an application by Emil Anderson Construction (EAC) to have the current legal action of TRCA vs EAC moved to the BC Supreme Court; seconded by LB and **Motion BOD77-2** carried

4. 2021 Board “wish list”

Each board member circulated their own “wish list” and they were discussed at the meeting

Action 1: JD to collate the list under each of the standing committees, circulate with a request that directors rank each item for priority. JD will then rank order based on the results and circulate prior to the next BOD

Actions arising from

Action 2: JR to inquire from the City re timing and status of the Foxtail park.

Action 3: JD to contact Maureen Watt re obtaining the electronic version of the TR brochure.

Director roles for 2021

Directors and Committee Chairs discussed possible new or altered roles they would like to play in 2021.

JR suggest that his role in Developer Relations be ended since LB represents PLC and EAC is not interested in our affairs. He stated that he would continue to communicate with EAC as the need arises but not in a defined role.

JR also stated that he was willing to manage and respond to inquiries under Bylaws and Policies. If we need to revise any bylaws or change/create any policies it was agreed that this be done by forming a task specific sub-committee (JR and CF at a minimum)

The Board agreed to these suggested changes and determined that Bylaws and Policies should be a defined Committee effective immediately.

As determined last meeting, CF has assumed operational responsibility for the Fitness Centre within the Stata and Amenities Committee chaired by JD

Monthly Financials

GW MOVED that GW pay a \$1680.00 invoice from David Towell for legal services; seconded by GW and **Motion BOD77-3** carried.

5. COMMITTEE REPORTS

Landscaping & TRB Maintenance (GW)

Nothing new to report

Action 4: [carried over from BOD76] GW and JR to inspect the Waterfall and lead discussion at our next meeting regarding options for upgrading the waterfall garden at the bottom of TRB.

Legal (CF)

In recent correspondence on the matter, TRCA blocked EAC from using Doak Sherriff for legal counsel, citing conflict of interest as the TRCA position was that DS had provided TRCA with counsel on this matter previously.

Bylaws and Policies (JR)

JR responded to a homeowner request regarding their ability to install a chiminea [i.e. an outdoor fireplace]. JR copied the board his response.

Finance (GW/CF)

No report

Action 5: JD to obtain details from bookkeeping so the process to pay by e-transfer can be included in our welcome package to new homeowners.

Communication and Membership (JD)

- We have added 2 new contacts to our databases from Dec 9 to present; 3 new FOB applications have been forward to Golf Club for processing
- Sent out following e-blast to homeowners:

Jan 9 2020: Gym survey circulated to all Homeowners

- JD received an email on Jan 8 from an HO, who is well placed in the RCMP, regarding the increased incidence of speeding along TRB. He states that he will insist on increased surveillance in this area with his colleagues. JD talked to him and will report to BOD on that conversation

Action 6: JD to brief the Board on what the RCMP are planning re speed control along TRB.

Trails Committee (LB)

No report

Amenities and Strata (JD)

- Finally received our invoice for the bird poop cleaning of the building exterior (1/3 of cost- \$300 plus tax). Invoice sent by JD to bookkeeping (copy to GW)
- As of January 1, CF assumes responsibility for fitness centre operations (from JD). JD retains overall responsibility of the Amenities portfolio

Fitness centre (CF)

- After some time operating the Gym booking system, it has become obvious that the system has deficiencies
- Additionally, the structure of the booking program allows someone to book the same time "forever"...
- This has the effect of "blocking" these times and also essentially "locks out" any new residents from any preferential times
- There has also been situations of "double bookings"....some real and some by mistake....but always serve as moments of tension and/or conflict that are definitely not desirable
- As a further complication, there is an 8-hour time difference between the location of the server and our time zone. This appears to create a problem when someone cancels and it doesn't immediately open that time slot...effectively still showing it as "booked"
- Kim is working at designing a new system, including considering evaluating an alternate software program which may also involve a nominal cost increase

- As well, a survey has gone out to residents to solicit opinions on a number of gym topics. Once the survey responses are in, Kim, Jon and I will attempt to consolidate the answers and see how they may provide direction in the next phase of gym management.
- A Bosu ball has been purchased and is in the gym

Actions arising from

CF MOVED that we spend up to \$160 to purchase a set of kettle balls for the gym; seconded by JD and **Motion BOD77-4** carried.

Insurance Committee (JR)

JR to check with our insurer to see if we should expect any more surprises this year. I will report to the board via email.

6. Other items

None

7. Adjourn and Next Meeting

The meeting was adjourned at 8:31 pm. The next BOD meeting will be at 7:00 February 8, 2021 by videoconference.