

Minutes of the 2024 Annual General Meeting (AGM) of the Tower Ranch Community Association (TRCA)

Date: Monday, June 03, 2024; 7:00pm
Place: Trinity Church, Kelowna, BC

1. Welcome and Introductions

The meeting was chaired by Jon Durkin (JD) President & Director (TRCA).

The Chair introduced the other Board of Directors (BOD) members: Larry Bray (LB), Glen Wood (GW), Joe Danchuk (JDa), Brittany Burpee (BB) and Heidi Enns (HE).

JDa MOVED that Jon Durkin be appointed as Chair of the 2024 Annual General Meeting; seconded by Betty Walsh and **Motion 2024AGM-1** was carried.

2. Opening Remarks

An overview of the mandate and responsibilities of TRCA and the residential makeup and neighbourhoods were presented by BB.

3. Review of the 2023 AGM Minutes

JD MOVED that the Minutes of the 2023 Annual General Meeting as presented in the May 20, 2024 AGM Supporting Document Package be approved; seconded by Craig Fowler and **Motion 2024AGM-2** was carried.

4. Director's Reports

The Director's reports were summarized by BOD members responsible for their specific areas. The following highlights since the AGM in 2023 are noted as follows:

Communication and Membership (HE)

- Since last year's AGM there were 24 new residential builds, with the community currently comprised of 357 occupied homes.
- The TRCA website provides residents with news and reference materials.
- Email is the TRCA means of communication for meetings, news, alerts and events.

Landscaping (GW)

- Tyger Boyz and Mainstream Irrigation provide the landscaping and irrigation services along Tower Ranch Boulevard (TRB) as per our Servicing Agreement with the City of Kelowna.
- The three-year irrigation valve replacement project along TRB is complete and discussions are underway with the TR Golf Course to enhance the feature.

Clubhouse Amenities (JDa)

- There were approximately 3,200 bookings for the gym and 235 for the lounge since June 2023.
- The Gym is available for 2 persons per hour, starting at 6am daily.
- Gym maintenance has been performed on all equipment.

Legal Clubhouse Strata (JD)

- A review of the issues pertaining to the Clubhouse Strata KAS3569 as presented in the AGM package to the TRCA membership was provided. This included a review of what was reported at the 2023 AGM.
- A community-based Strata Advisory Committee (SAC) was established by the TRCA to initially review the expenses claimed by Carrington (previous owners of the TR Golf Course and part owners of the Clubhouse), to then discern the validity of these claims, and to present to the BOD a realistic counteroffer that reflects a fair and realistic analysis of bona fide strata expenses.

The TRCA wishes to thank the SAC for its thorough study and analysis, and for deriving a realistic and practical counteroffer that best represented the reality of the situation.

Based on the SAC report and in consultation with the TRCA Strata lawyer, M. Fischer, a proposed framework for a settlement was presented to Carrington in December 2023. We have yet to hear from Carrington in any form regarding our counteroffer. As it presently stands, if we do not hear from Carrington on this issue by its one-year anniversary (Dec. 6, 2024), we will likely follow our lawyer's advise and withdraw the offer via lawyer-to-lawyer communication.

- Since the sale of the Golf Club to Durali Properties in early 2023, the TRCA has held several meetings with the new owners in order to establish a functioning strata council and strata budget. Options discussed including establishment of a strata budget with Durali with no change to KAS3569 structure (i.e., the TRCA has continued use of the Clubhouse), or to enter into negotiations to eventually sell our clubhouse holdings to Durali.

City Relations, Bylaws/ Building Scheme, Clubhouse Amenities (JDa)

- The BOD responds to each email from homeowners referring them to the Bylaws and Building schemes documents on the TRCA website and recommending Good Neighbour initiation.
- Concern continues with traffic along the Tower Ranch Boulevard and in the Tallgrass area.
- Tallgrass Park opened in May 2024 and a playbox has been installed as an additional feature.

Insurance, Fortis Substation Project (LB)

- The 2024 Insurance package includes general, director and officer liability, volunteer accident coverage and gym and lounge furniture/equipment. The premium has increased by \$731.00.
- A review of the issues pertaining to the Fortis Substation Project as presented in the AGM package to the TRCA membership was provided. A request to TRCA members to email the Fortis contact Shelley Martens with their concerns was requested.

5. Bookkeeping and Financial Reports (GW)

GW presented an overview of the bookkeeping and financial services providers.

- GW MOVED that King's Bookkeeping be appointed to provide in-house accounting and bookkeeping services for the TRCA for 2024; seconded by Kim Hewitt and **Motion 2024AGM-3** was carried.
- GW MOVED that Meyers Norris Penny be appointed to provide compiled financial information for 2024; seconded by Betty Walsh and **Motion 2024AGM-4** was carried.

GW presented the 2023 compiled financial statements (see Schedule A).

6. 2024 TRCA Budget

BB presented the 2024 TRCA Budget (see Schedule B)

- BB MOVED that the 2023 compiled financial statements be approved; seconded by Ross Kennedy and **Motion 2024AGM-5** was carried.

7. Legal

- JD MOVED to appoint Kelly A. Cairns, of Thomas Butler LLP, as the TRCA's general legal counsel be approved; seconded by Susan Farragher and **Motion 2024AGM -6** was carried.

- JD MOVED to appoint Matthew Fischer of Fischer & Company as the strata lawyer be approved; seconded by Susan Farragher and **Motion 2024AGM-7** was carried.
- JD MOVED to appoint Anahita Tajadod of Dober Group as the not-for-profit lawyer be approved; seconded by Susan Farragher and **Motion 2024AGM-8** was carried.

8. Election of the TRCA Board of Directors

Each of the six current board members sought re-election.

- Craig Fowler MOVED that Brittany Burpee, Larry Bray, Joe Danchuk, Jon Durkin, Heidi Enns and Glen Wood be elected as TRCA Directors serving until the next AGM in 2025; seconded by Germaine Robertson and **Motion 2024AGM-9** was carried.
- Jane Hicks (2080 Tallgrass) put forth her name for a director position on the TRCA Board. Her application and requisite number of homeowners supporting her bid was reviewed and confirmed.
- Wendy Shaw MOVED that Jane Hicks be elected as TRCA Director serving until the next AGM in 2025; seconded by Iona Reitsma and **Motion 2024AGM-10** was carried.

9. Questions and Discussion

An open discussion was conducted lasting approximately 14 minutes, which included the following topic areas:

- Fortis Project and concern for beautification of the site.
- Entrance way on TR Drive and plantings.
- Traffic on TRB.
- Clubhouse lounge and fitness area future.

10. Adjournment.

- JD, the Chair MOVED that the Annual General Meeting of 2024 be adjourned; seconded by Terry Bergin and **Motion 2024AGM-11** was carried.