

# Minutes of the Tower Ranch Community Association (TRCA) Board of Directors Meeting BOD 128

**Date:** Monday, May 05, 2025  
**Place:** Tower Ranch Clubhouse - Lounge  
**In attendance:** Brittany Burpee (BB), Joe Danchuk (JDa), Jon Durkin (JD), Heidi Enns (HE), Jane Hicks (JH), Glen Wood (GW)  
Regrets: Maridula Maridula (MM)

## 1. Welcome and Introductions

The meeting was called to order at 6:02pm with JD as Chairman.

## 2. Review of the action lists and minutes of BOD-127

The minutes and action lists of BOD-127 were reviewed.

JD MOVED the minutes of BOD-127 be approved with the caveat that a Motion be approved for the proposed 2025 budget during budget discussions; seconded by JDa and **Motion 128-1** carried.

JD Moved that the in-camera minutes of BOD-127 be approved; seconded by JH and **Motion 128-2** carried.

## 3. Monthly Financials

BB presented and summarized the April financial statement and provided an overview of the 2024 actual expenses of \$106,380 and a proposed budget for 2025 of \$108,095 an increase of \$1,715.

BB MOVED that TRCA 2025 budget be approved for presentation to the TRCA at the Annual General; seconded by GW and **Motion 128-3** carried.

BB MOVED that the analysis of the TRCA monthly fee reduction to \$20.00 per month effective July 01, 2025 budget be presented at the Annual General; seconded by HE and **Motion 128-4** carried.

*Action 1:* BB to have a discussion with King Bookkeeping regarding the appropriate level of authority in accounting.

#### **4. Efforts to re-engage Durali Properties re Clubhouse Strata**

JD provided a review of the Board's progress to date to find a permanent solution in the establishment of a strata council.

*Action 2:* JD to meet with Durali to set a date for the first Strata Meeting.

#### **5. Traffic Control along Tower Ranch Boulevard**

*Action 3:* JD to contact the City of Kelowna Engineering/ Traffic Control to discern whether any changes to the speed Limit will occur along Tower Ranch Boulevard; and if so the date for the implementation.

*Action 4:* JD to contact the City of Kelowna Engineering/ Traffic Control to express our concern regarding the speed bump closest to the Clubhouse.

#### **6. Fortis substation update**

JH reviewed an overview of the correspondence to and from Fortis management regarding their plans for landscaping enhancements to the Lee Substation and the recent letter expressing our dissatisfaction and invite to speak to the issue at the Annual General Meeting.

*Action 5:* JH to respond to Fortis with a thank you letter confirming their plans to enhance the site in the spring of 2025.

#### **7. Budget Strategies**

JD reconfirmed his resignation from the TRCA Board after the Annual General Meeting.

*Action 6:* JD to work with BB and the TRCA Administrator on signatory authorization access to the TRCA credit card and safety deposit box.

#### **8. Planning and Preparing for AGM**

JD and BB will draft slides and share link for input.

*Action 7:* Directors to meet at TR Clubhouse Thursday, May 22 at 6:00pm for dry run.

## 9. Committee Reports

Landscaping: GW reported that all irrigation repairs due to the crosswalk and speed bump installations and pruning of TRB trees have been completed.

*Action 8:* GW to contact MM regarding the quality of landscaping repairs by the Parkbridge.

GW MOVED that the TRCA endorse, manage and will contribute funds to a perennial garden at the entrance to TR providing there are suitable funding partners; seconded by HE and **Motion 128-5** carried.

*Action 9:* GW to include the TR entrance way project as a component in his landscaping presentation at the AGM.

*Action 10:* GW to provide correspondence to the TR Golf Course Maintenance Manager Jason regarding the ownership, history and proposal of the TR entrance way.

Clubhouse Amenities: JDa reported new roller blinds have been installed in the fitness centre.

Membership and Communication: HE reported that on April 28, 2025 there were 22 units for sale; 4 new listings and 2 units back onto the real estate market.

## 10. Other Items

**FireSmart:** HE reported the Neighbourhood Community Preparedness Event on May 3 facilitated by the volunteer committee was a success; with 49 residences and 96 attendees. The event was self funded a \$500 grant from FireSmart Canada for the publication of the TR Fire Plan, resources and snacks. Door Prizes were provided by our generous business community.

HE Moved that the TRCA Board officially recognize this committee and offer its support (financially and otherwise) on specific matters as deemed appropriate and warranted; seconded by GW and **Motion 128-6** carried.

Little Free Library: JDa reported that volunteers within the community have stepped forward for the construction and installation at Tallgrass Park.

## 11. Adjournment and next meeting.

Meeting adjourned at 7:33pm.

Next meeting is scheduled for June 2 at 6pm in the TRCA Clubhouse Lounge.