

**Tower Ranch Community Association
Board of Directors – Regular Meeting Minutes (BOD-139)**

Date: Monday, April 06, 2026
Time: 6:00 PM
Location: Tower Ranch Clubhouse – Lounge
In attendance: Joe Danchuk (JDa), Mark Blanchard (MB), Jane Hicks (JH), Heidi Enns (HE) Brittany Burpee (BB).
Teleconferenced: Maridula Maridula (MM)
Regrets: Kelly Hammond (KH)

Agenda

1. Welcome and introductions

MOTION The meeting was called to order at 6:02pm by JDa seconded by MB; and **Motion 139-1** carried.

2. Review action list and minutes of BOD-138

The Board reviewed and approved the minutes of the previous meeting (BOD-138) and confirmed outstanding action items by JDa; seconded by JH and **Motion 139-2** carried.

3. In Camera Meeting

The Board moved in camera by JDa; seconded by HE and **Motion 139-3** carried.

4. Monthly financials (BB)

BB stated that the financials will be available for review by the end of the week along with budget proposals for 2026 seconded by HE and **Motion 139-5** carried.

The AGM will take place at Trinity Church on Thursday, June 04, 2026, at 7pm.

Action 2: BB will provide a slide for each Director's portfolio and review

5. Fortis update (JH)

JH reported Fortis is currently fulfilling the landscaping remediation on the corner of Tower Ranch Boulevard and Tower Ranch Drive.

Action 3: MB has kindly offered to spray paint the electrical box that provides electricity to the lighting feature at the site.

6. Director Reports

- Landscaping (MB) - Durali has confirmed that work will be completed at the entrance feature and along Tower Ranch Drive by the end of April 2026.
- KAS3569 Strata Meeting: two meetings including an AGM have occurred with the next meeting taking place on April 22, 2026.
- Developer Relations (JDa): No additional updates recorded
- Bylaws and Policies (JDa): Due to repeated verbal reminders and posted No Pets signage in the Clubhouse the following actions will be undertaken:

Action 4: TRCA Administrator to update the Lounge and Fitness User Waiver Forms to add that pets are not permitted in the Clubhouse, fob access/ lounge fitness privileges will be suspended for failure to abide by the policy. Individuals with properly documented service dogs may submit their documentation to TRCA for consideration of an exception.

Action 5: HE to post a general communication to all homeowners and residents reinforcing this policy.

Action 6: TRCA Administrator to issue formal written correspondence to the dog owner who has not complied with numerous verbal requests.

- Clubhouse Amenities (JDa): No additional updates recorded
- Finance Committee (BB): No additional updates recorded.
- Insurance (BB): No additional updates recorded.
- Communication and membership (HE): There are currently 15 homes for sale within the community. Two Communication bulletins were set to homeowners in March.
- Community Initiatives (HE): FireSmart Free Education and Free Tool Lending on May 02, 2026.

7. Adjournment

JDa Moved that the meeting be adjourned at 7:21pm seconded by HE and **Motion 139-6** carried.

Next meeting: Monday, May 04, 2026, at 6:00 PM.