



CHCA Directors Meeting

2019-Jul-24

I. Call to order

Tara Godwin called to order the regular meeting of the CHCA Executive at 7:09 PM on July 24, 2019 at Fred Schubel's house.

II. Roll call

Tara Godwin conducted a roll call. The following persons were present:

- Fred Schubel
- Granger Evans
- Jessica Samuels
- Jim Burkell
- Ralph Smith
- Tara Godwin

The following Directors were absent

- Barry Oland
- Patti Fulton
- Trevor Davies

III. Approval of the minutes from the last meeting

The minutes of the June 19, 2019 Directors Meeting were approved as published.

IV. Agenda

The agenda was approved as issued.

V. New business

- **Treasurers Report:** On the date of the meeting the CHCA's bank balance was \$1,879.12; this includes \$25.00 of equity shares.
- **2018 Financial Statement:** Fred Schubel presented the 2018 Financial Statement which showed the following:

Opening Balance	\$780.82
Income	\$5,593.36
Expenses	\$4,381.82
Closing Balance	\$1,992.36
- **Director Changes:** Effective July 26, 2019, Raymond Theriault has resigned as a CHCA Director.
- **FireSmart Priority Areas:** It was agreed that the priority for the fall will be to complete the work at 386 Clifton Road and progress the work at 370 & 400 Clifton Road since doing this will provide a contiguous stretch of wildfire mitigated forest. If

resources permit, the forested area at the rear of 150 Clifton Road will be the next priority. It was agreed to hold off on working on high visibility clean up areas along Clifton Road until the spring of 2020 with the hope that doing so will engage more of the community in helping with next years efforts.

Addressing the fire fuel concerns of the homes abutting the Sheerwater properties were discussed and deemed to be a significant challenge due to Sheerwater's restricted access and the long distance that collected fire fuel will need to be hauled. Tara Godwin will be contacting Rick Euper of the KFD to see if he is able to help make addressing this area a priority with the Sheerwater property owners.

Grainger Evans has contacted several local schools and determined they are able to support our cleanup areas as part of their student forestry program. The program will need to be compensated for their costs. Grainger will be following up with the schools to flesh out the details of potentially getting them involved.

The CHCA continues to have in reserve several homeowner grants for properties that have been cleared of fire fuel but have not yet been submitted for reimbursement. The plan is to claim the grants for future cleanup costs.

Lastly, Melcor provided substantial support by disposing of, at their cost, the estimated 47,000 lbs of fire fuel collected during the spring cleanup.

- **Knox Mountain Park Fire Fuel Mitigation Work:** Although significant fire fuel mitigation work has been completed in Knox Mountain Park and East Knox Mountain Park, it appears that there are areas in the parks still requiring fire fuel mitigation. However, it is not clear what if any future work is planned. Jim Burkell will draft a letter to the City of Kelowna requesting a update on the work completed, plans for future work and the timing for completing this work.
- **Committee Ownership**
 - FireSmart: Tara Godwin will lead this activity but, requires assistance in the near term.
 - CHCA Promotion and Recognition: Jessica Samuels will lead this work
 - Constitution and Bylaws Update: Jim Burkell will lead this work.
 - Traffic Concerns: Grainger Evans will lead this work.
- **Logo Update:** Jessica Samuels presented 3 options for consideration. Base on the feedback provided, Jessica will refine the options.
- **Constitution Revision:** The proposed revisions to the Constitution were approved as presented.

- **Traffic Concerns:** Through research and discussions with the Kelowna RCMP, Grainger Evans has determined that more pressing issues has made traffic a low priority for the Kelowna RCMP; with little if any resources assigned to traffic enforcement. Grainger will be meeting with Councilor Ryan Donn to strategize on what can be done to make traffic enforcement a higher priority. As well, community members are strongly encouraged to contact the Kelowna RCMP with any, and all of their traffic concerns since this will help to raise the priority of the issue.
- **FireSmart:** Since a FireSmart Community is not a defined term, a preliminary discussion held amongst the Directors illustrated that there are a variety of interpretations. Therefore, to help form a consistent message that can be shared with the community, each of the Directors is asked to forward to Jim Burkell by August 10 their definition / description of what it means to be a FireSmart Community.
- **Wildlife Concerns:** There have been several daylight sightings of coyotes in the community, and evidence of activity during the dark hours. As well, it has been noted that the abundance of deer in the neighborhood seeking food closer to homes and traffic corridors, and it was recognized that deer mating season, and associated crazed behavior, will begin soon. Tara Godwin will be issuing an email to make the community aware of these concerns.
- **Next Meeting Agenda Item:**
 - What it means to be a FireSmart Community. Resp. All
 - Traffic Update. Resp. G. Evans
 - Draft logo review. Resp. J. Samuels
 - AGM Event Summary Review. Resp. T. Godwin
 - Bylaw Section Review. Resp. J. Burkell

Tara Godwin adjourned the meeting at 9:30 PM. The next meeting is scheduled for 7:00 PM on Wednesday August 20, 2019 at Fred Schubel's home. The agenda for the meeting will be issued on Wednesday, August 13, 2019

Minutes submitted by: Jim Burkell

Follow-up Tasks:

	Follow-Up Task	Date Identified	Task Owner	Date Completed
3)	Inform to the homeowners with the right to access the Beach Access near the Lochview pumping station of their legal rights.	2018-Jun-05	J. Burkell	

5)	Integrate the Melcor / Wilden / Clifton trail plans into an overall trail connectivity plan.	2018-Jun-05	P. Fulton	
16)	Draft an updated CHCA Constitution and Bylaws	2018-Dec-11	J. Burkell	
17)	Develop and progress a plan for addressing the Clifton Traffic concerns.	2018-Dec-11	G. Evans	
23)	Obtain high visibility sandwich board signs for the CHCA's FireSmart work	2019-May-01	T. Godwin	
24)	Issue the CHCA Financial Statement for 2018/19	2019-Jun-19	F. Schubel	
25)	Create CHCA activity calendar	2019-Jun-19	J. Burkell	
26)	Draft an updated CHCA logo	2019-Jun-19	J. Samuels	
27)	Contact Rutland Senior Secondary regarding using their forestry students to assist with the CHCA FireSmart work.	2019-Jun-19	G. Evans	2019-Jul-01
28)	Share Event Template with Tara Godwin	2019-Jul-24	J. Burkell	2019-Jul-24
29)	Contact Rick Euper regarding Sheerwater fire fuel mitigation	2019-Jul-24	T. Godwin	2019-Jul-28
30)	Issue community e-mail regarding wildlife concerns and FireSmart work	2019-Jul-24	T. Godwin	2019-Jul-28
31)	Distribute for review the draft Shared Lake Access letter to Directors	2019-Jul-24	J. Burkell	2019-Jul-24
32)	Contact the City of Kelowna to get an update on the Knox Mountain Park fire fuel mitigation work	2019-Jul-24	J. Burkell	