



CHCA Directors Meeting

2019-Aug-19

I. Call to order

Tara Godwin called to order the regular meeting of the CHCA Executive at 7:08 PM on August 19, 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
- Patti Fulton
- Ralph Smith
- Tara Godwin

The following Directors were absent

- Barry Oland
- Trevor Davies

III. Agenda

The agenda was approved as issued.

IV. New business

- **Treasurers Report:** On the date of the meeting the CHCA's bank balance was \$1839.12; this includes \$25.00 of equity shares. During the period a \$50 expenditure was incurred for the logo contest winner and \$10 was received for a new membership. Cheques totaling \$450 were received, but not yet deposited, from community members in support of the CHCA's FireSmart efforts.
- **Director Changes:** Effective August 19, Trevor Davies has resigned as a CHCA Director due to competing demands on his time.
- **CHCA Reognition:** A proposal for creating light post banners identifying the Clifton Highlands community was discussed and felt to have merit. Consideration will be given to installing these banners once the work to define the Clifton Highlands community / CHCA is complete and the new logo design is finalized.
- **What it Means to be a FireSmart Community:** The feedback from the Director's proved to have a number of common themes regarding what it means to be a FireSmart community including;

- Engaging and informing community members about FireSmart and the activities needed to protect their home and their community.
- Community members rendering their time, equipment and financial resources to reduce the risk posed by wildfires to our community.
- Emphasizing that FireSmart is more than an activity, it's a culture

The topic evolved into a discussion about what is the Clifton Highlands Community and generated a statement along the lines of "The Clifton Highlands Community is a group of like minded individuals with a desire to live in a safe, natural setting". It was agreed that items including FireSmart, crime prevention and addressing traffic concerns were activities that support this goal. Tara and Jessica will refine feedback provide and the elements of the meeting discussion into a Mission Statement for the CHCA.

- **Traffic Update:** A meeting was held between Granger Evans and the ICBC Interior Safety Coordinator to review the Clifton Highlands traffic concerns and the challenges with engaging the Kelowna RCMP in making traffic concerns a priority. Currently, more pressing issues keep the Kelowna RCMP from making addressing traffic concerns a higher priority. To help raise the profile of our concerns, Granger will be sending a letter, via e-mail, to the Kelowna City Council members making them aware of our concerns and the need to address them. Community members can assist in this effort by reporting non-emergency traffic incidents, or other criminal concerns, to the Kelowna RCMP by calling 250-762-3300.
- **AGM Event Summary Review:** It was agreed to not create an Event Summary for this year's AGM since, the practice of writing Event Summaries was implemented after the AGM. However, it was also agreed that going forward an Event Summary will be created for each activity undertaken or sponsored by the CHCA.
- **Logo Update:** All those in attendance agreed that a stylized eagle created by Tara Godwin was an excellent replacement for the CHCA's current logo, and was complemented by the way Jessica stacked the CHCA 's name beside the logo. Jessica agreed to create a few examples of the proposed new logo with tag lines to assist in deciding how best to frame the logo.
- **"Proceedings at General Meeting" Bylaw Review:** The proposed changes were approved.
- **"Meeting of Members" Bylaw Review:** The proposed changes were approved.
- **Lochview Restricted Beach Access Easement (LRBEA):** The draft letter detailing the rights and obligations of the parties of the LRBEA was approved for issuing.
- **2019 Spring FireSmart Campaign Debrief:**
 - What Went Well
 - Engaging Melcor's assistance
 - Developing a prioritized list of clean-up areas

- Requesting resources, financial or labor, from the owners of the properties being cleared of fire fuel.
- Investigating engaging students to assist with future work.

What Needs To Be Improved

- Ensure that visible piles of collected material are removed in a timely manner.
- Community engagement,
- Separate tree falling days from general clean-up days to better ensure the safety of the volunteers.

Next Steps

- Place a road sign thanking Melcor and RJP for their FireSmart support
- Place a road sign advertising the upcoming cleanup dates.
- **2019 Fall FireSmart Campaign:** Pending the confirmation of the availability of our tree fallers, the fall campaign will begin the weekend of September 27; with tree falling planned for September 27 and cleanup planned for September 28 & 29; with the continuation of the work at 386 Clifton and clean up of the adjacent properties being the priority.

Tara Godwin adjourned the meeting at 9:00 PM. The next meeting is scheduled for 7:00 PM on Wednesday September 25, 2019 at Fred Schubel's home. The agenda for the meeting will be issued on Wednesday, September 23, 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	
25)	Create CHCA activity calendar	2019-Jun-19	J. Burkell	

26)	Draft an updated CHCA logo	2019-Jun-19	J. Samuels	
32)	Contact the City of Kelowna to get an update on the Knox Mountain Park fire fuel mitigation work	2019-Jul-24	J. Burkell	2019-Aug-12
