



CHCA – 2024 ANNUAL GENERAL MEETING May 8, 2024

Executive: Tracy Rullkotter (President), Patti Fulton (Director), Granger Evans (Director), Ralph Smith (Treasurer) - absent, Peter Finamore (Director), Michael Latimer (Director)

Minutes by: Brenda Mounce

1. Call to Order:

Tracy Rullkotter called the 2024 AGM of the CHCA to order at 6:30 pm on May 8, 2024. The meeting was held in the Grace Baptist Church located at 1150 Glenmore Drive, Kelowna.

Jim Burkell provided a safety briefing.

2. Approval of Agenda (attached):

Jim Burkell reviewed the proposed agenda. An additional agenda item was brought forward by Francois Theriault regarding the Chateau Okanagan property located at 380 Lockview Rd. Jim proposed to amend the agenda to include this item after the Election of Directors..

A motion was then brought forward to approve the agenda as amended..

MOTION: The AGM will proceed as per the amended Agenda

Moved to approve: Barrie McCullough

Seconded: Carl Hare

Carried

3. Approval of CHCA Annual General Meeting Minutes of April 17, 2023:

Jim Burkell summarized the key points from the CHCA AGM of April 17, 2023. A copy of the April 2023 AGM minutes is attached. A motion was brought forward by Jim Burkell to accept the April 17, 2023 AGM minutes.

MOTION: The minutes from the CHCA AGM of April 17, 2023 be accepted as summarized..

Moved to accept: Karen Pollock

Seconded: Stuart Cook

Carried

4. Treasurer's Report

Jim Burkell reviewed the Financial Statement as of December 31, 2023:

- There was a \$1665.81 carryforward from 2022
- The total income for 2023 was \$1503.15: a \$700 donation for the neighbourhood FireSmart program and \$803.15 in membership fees
- The total expenses for 2023 was \$645.66: \$80 for annual report filing, \$560.66 for the 2023 AGM and \$5 for bank expenses
- The CHCA account balance as of May 8, 2024 is \$2523.30

A motion was brought forward to accept the Financial Statement as presented.

MOTION: To accept the 2023 Financial Statement as presented

Moved to approve: Fred Barrett

Seconded: Francois Theriault

Carried

5. Presidents Report

- Tracy Rullkotter introduced herself to the attendees. She acknowledged that the meeting was being held on the ancestral and unceded territory of the Syllix Okanagan nation.
- Tracy thanked those on the 2023 Executive and past executive members and volunteers
- 2023 was a year of reflection for the CHCA. The focus was on building momentum as a new Executive. Key highlights for the year were:
 - Clarifying the goals of the CHCA and sharing with the community through the quarterly newsletters
 - Arranging meaningful speakers for the AGM (ie. Firesmart, Alert, Xeriscape)
 - Application to be part of the Strong Neighbourhoods pilot program with the City of Kelowna
- The CHCA has been selected to participate in the Neighbourhood Association Affiliation Pilot Program (NAAPP) with the City of Kelowna. This is a two-year pilot initiative designed to formalize the relationship between the City of Kelowna and neighbourhood associations dedicated to enhancing resident connection and engagement. This program should provide the CHCA with better access to the City of Kelowna Council allowing the CHCA to work more closely with City of Kelowna officials on issues affecting our neighbourhood. The CHCA will receive \$5000 from the City of Kelowna for our participation in this pilot program. More information will be available on the CHCA website
- The focus of the CHCA for 2024/2025 will be (in priority order based on membership votes):
 - Increasing the awareness of traffic / speeding impacts within the community. The focus will be to collect traffic data to identify and quantify the community issues which can then be brought forward to the appropriate parties to determine next steps to address the concerns

- Building long term viability for the CHCA. The focus will be to increase participation within the CHCA neighbourhood through improved policies/procedures and engagement
- Driving and fostering connection within the CHCA neighbourhood
- Increasing access to information through different channels.
- 2024 will be a year focused on increasing community engagement. Without collective action and increased community support, the future of the CHCA is uncertain. A paper survey was prepared and distributed at the AGM and an online survey is planned to solicit feedback from the residents of the Clifton Highlands community to help shape the vision for the CHCA.

6. Election of 2024 Executive:

- Barrie McCullough thanked all the Directors for their service. Barry acknowledged Granger Evans who is stepping down after many years on the CHCA Executive.
- Tracy Rullkotter agreed to stay on as President for 2024.
- Patti Fulton and Ralph Smith agreed to stand for re-election.
- Jim Burkell and Brenda Mounce volunteered to become Directors.

MOTION: To accept the nominees as presented for the 2024 Executive

Moved to accept: Stuart Cook
 Seconded: Karen Polluck
 Carried

7. Chateau Okanagan Property Concern

- Francois Theriault presented a Notice of Motion (attached) regarding the Chateau Okanagan property at 380 Lochview Road. The concerns that Francois raised within the Notice of Motion are:
 - Commercial operation of a Boutique Hotel and Special Events center in the heart of a residential neighbourhood instead of a Bed & Breakfast. The B&B license owner does not reside at the residence.
 - Disruptive road and helicopter traffic - noise, dangerous driving and increased traffic on Lochview Road which is single lane, unlit, no sidewalks and many blind spots.
 - Noise and dust from a vineyard development.
- Francois was looking for CHCA community support to approach the City of Kelowna as a community to address the above concerns.
- It was agreed that the CHCA Executive would meet with Francois to better understand his concerns and to determine whether this is an issue that falls within the CHCA's mandate.

8. FireSmart Presentation

- Peter Stantech, 24 years with the Kelowna Fire Department, presented Zone Zero Zero Combustibles. A copy of the presentation is available on the CHCA website
- Key points from the presentation:

- Front door mats should be removed when evacuating. Many are constructed from combustible materials
- Keep all combustible materials a minimum of 5 feet away from your home
- Cedar hedges are a HUGE fire risk. If you have a cedar hedge, consider a plan to remove it and replace with a more fire resistant option. As a minimum, keep the cedar hedge a minimum of 5 feet from your home.
- Have a “Go Bag” ready to take with you in the event of an evacuation
- Have a plan for a muster point for family members
- Download the BC Wildfire app for up to date fire information

9. ALERT Presentation

- Jan Mansoor from ALERT (Animal Lifeline Emergency Response Team) provided an overview of how to prepare your pets for an emergency evacuation. ALERT is an organization of animal emergency and evacuation teams that are deployed in emergency situations such as wildfires to evacuate, rescue and shelter domestic animals. A copy of the presentation is available on the CHCA website. Key takeaways from the presentation are:
 - Set up a rescue plan ahead of time
 - Have a “Grab and Go Bag” prepared for your pets. For example, if you have medication or special food for your pets, include them in your Go Bag.
 - Ensure that you have pet carriers for all of your domestic animals and that the pet is used to being in a carrier
 - Ensure that your pet has an ID tag with contact information
 - Have a plan with your neighbours to check in on or transport your pets in the event you are not home. Ensure that you have exchanged contact information with your neighbour
- ALERT depends on donations for their viability. Donations can be made through their website [Animal Lifeline Emergency Response Team ALERT | animal ...](#)

10. Xerioscape Expert

Due to timing constraints, in part due to the additional agenda item, this presentation was not possible. CHCA intends to invite them back at a later date.

11. Meeting Close

Tracy provided a preview of a couple of the community activities the CHCA will be looking at for 2024:

- Community barbeque in partnership with the Wilden community
- Community chipping day

A motion was made to adjourn the meeting at 8:20 pm

Moved to accept: Barry McCulloch

Seconded: Jim Burkell