



McKenzie Towne Council Agenda

Meeting August 20th, 2024

6:30 pm: Open to Membership

In-camera @ 6pm to 6:30pm

McKenzie Towne Hall & Teams

Attendance:

In person: Darvin Zuch, Jason Todd, Marshall Lang, Nancey Yip, Ignatius Emeye, Keith D'Souza

Teams: Shauna Sanheim, Teresa Hargreaves (7:17PM)

Regrets: Debbie MacKinnon, Josh Samuel, Laura Kitchen, Shahzad Khan, Sheri Barclay

Resident Guests: Cherise Baker (minutes), Jim Clement (GM)

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1. Call to Order 6:35 PM
 2. Reading of Safety and Harassment Policy by Darvin Zuch
 3. Introductions & Attendance
 - Board & Resident attendees as above
 4. Approval of agenda – Motion to approve by Keith D'Souza, Second by Ignatius Emeye, No discussion – Motion passes
 5. Approval of Minutes from previous monthly meeting – circulated by email. Motion to approve minutes from June 21st, 2024, by Ignatius Emeye, second by Marshall Lang, no discussion – Motion Passes – Motion to Approve minutes on June 27th by Jason Todd, second by Marshall Lang, no discussion – Motion Approved.
 6. Executive Committee Report – Met once since the last meeting. Nothing to report and no motions to bring.
 7. Finance / HR Committee Report – Met on August 7th, 2024. Annual financial statements are now available. We came in at 1.833 million against a budget of 1.9 million. Came in under budget \$150,000.00. Revenue was over the original budget of 2.360 million and we came in at 2.508 million. Management has placed a GIC for 500k with ATB financial at a rate of 4.43%. Request for Proposal has submitted to a selection of audit firms. Conducting a review of HR procedures within the council under oversight of the committee. Analysis completed found that Council Fees would have been at a level of \$290/month if they had increased fees in line with index over the past 10 years.

8. Communications & IT Committee Report – Working with Jim Clement and Bree Moore to give this committee a purpose in relation to MTC and MT hall. Such as revamping event promotion, revamping sponsorship packages, new ways to attract sponsors, promotion of the hall and hall events, create a “playbook” showing what the Community Relations Manager does day to day.
Motion - To have management evaluate whether or not recent negative interactions on social media constitute libel/defamation. Management is authorized to take appropriate action including retention of counsel on an ongoing basis – motion by Keith D’Souza, second by Nancey Yip. Discussion – discussed recent social media posts and how to proceed on any libel/defamation this causes the board members. Board members to do best to avoid engaging on social media. One Abstained Vote. Motion Approved.
9. Ops Committee Report – Met on August 6th, 2024.
Motion - to add Jeff Josey to the Ops Committee. No Discussion – All in Favour – Motion Approved. HVAC System GM has some documents from RFP. Waiting for a 3rd quote before we proceed by end of day Friday August 23rd. Emergency meeting to be held for HVAC/Furnace project. Digital sign is mounted, waiting on elements such as internet to have it up and running. Flags at the round about have been installed. SNIC and ELM agreements will be brought up at AGM to discuss.
10. Green Space Committee Report – Met lots over the Summer. No official meeting. Did not get to grow this year due to the water restrictions. Tool shed will be next to be built. Rain barrels will be available for next year. Not looking to expand next year and will continue efforts on provided space.
11. General Manager Report – No change to properties in default. 17 properties in default with last year’s fees plus 5 accounts at 2&3 years. Statement of claims have been issued for 2 of these properties, with one on a payment plan and 1 property in bankruptcy. There is a total of \$465 overdue accounts from 2024. Beginning in September all properties for the 2024-2025 fiscal year not yet paid the HOA fees will be phoned directly.
 - 32 programs for the fall season with 10 being new programs. ATB partnership to run a Young Entrepreneur program ages 14-18. During HVAC replacement heat pumps will be the primary replacement in the facility to provide A/C in the Summer and heat in the Winter.
 - HVAC replacement – original budgets set up previously will not cover costs. Building assessment discovered multiple issues with how the building was originally built.
12. Motions Submitted in Advance – No motions.
13. Other Business – None
14. Comments from visiting members – None
15. Next Meeting Dates: Emergency meeting by Teams Monday August 26th @ 6PM to discuss HVAC.
 - Tuesday September 17th, 2024, 6:00 PM (In-Camera) 6:35 PM (Public)
16. Adjournment.
 - Motion to adjourn (7:50PM)
 - Moved by: Darvin Zuch
 - **Carried**