

Cascade Heights- Strata Corporation BCS 1682

MINUTES OF THE STRATA COUNCIL MEETING

Held February 3rd, 2016

Present: Linda Dawson
Kassie Ranchie
Deb Howard
Melissa Minch
John Bozak

Regrets: Chris Wilson

Holywell Properties: Erin Storey

Minutes: Erin Storey

1. **Call to Order:** The meeting was called to order at 8:35PM. The meeting was held after the Annual General Meeting had adjourned.
2. **Election of the Executive:**

President	Linda Dawson
Vice President	Kassie Ranchie
Treasurer	Melissa Minch
Secretary	Deb Howard
3. **New Business:**
 - a. **Legal Paperwork:** Council members signed the Form E required for final registration of the Statutory Right of Way approved at last year's AGM.
 - b. **Agency Agreement Amendment:** Linda Dawson and Kassie Ranchie signed the agreement to amend the management fee as approved in the 2016 annual budget.
 - c. **Lighting Upgrade:** Kassie Ranchie will contact RJS Electrical and request the addition of photocells to the current quote.
 - d. **Pet Bylaws:** A complaint has been received that a resident owns at least 3 pets. Management has discussed the issue with both the owner and tenant involved. Council will consult with CHOA and request further documentation prior to making a decision.
4. **Next Meeting:** The next council meeting will be scheduled as required.
5. **Adjournment:** The meeting was adjourned at 8:58 PM.