

“Cascade Heights” – Strata Corporation BCS 1682
Minutes of the Strata Council Meeting
November 20th, 2018 – 5:45 PM – Holywell Properties

Council Members Present: Ellen Heale, Kevin Meronuk, Ed Harker, Jason Day

Holywell Properties: Kerry Jenkins

Minutes: Kerry Jenkins

1. **Call to Order:** The meeting was called to order at 6:00 PM.
2. **Approval of the Agenda:** The agenda was approved, with all in favour.
3. **Approval of the Minutes of the Council Meeting held September 27th, 2018:** The minutes of the council meeting held **September 27th**, 2018 were approved with all in favour.
4. **Previous Business Arising from the Minutes:**
 - a. **Legal Review Building Scheme** – The legal review of the strata’s building scheme was completed by Hamilton & Co Law. The findings of the review indicated that the registered building scheme is not effective to govern the alteration, or construction of buildings, yards or fences. If the Strata Corporation would like to govern this, it should put bylaws in place.
 - b. **Bylaw Review** – Council reviewed the current bylaws as well as several additions. A final draft will be sent to council and once approved will go to a lawyer for review. Council will propose the revised bylaw package at the next general meeting.
 - c. **Management Contract** - Council would like a contract proposal from management that includes a minimum of 4 council meetings per year.
5. **Review of Financial Statements:** Council reviewed the current financial statements for the period ending October 31st, 2018. The operating account held \$12,192.88. There was an additional \$29,732.69 in the Contingency Reserve Fund and the strata was operating with a net income of \$9,272.13.

A/R Review – All accounts are up to date.

6. **Correspondence:**
 - a. **Cats** – Correspondence was received from an owner regarding cats roaming the complex and defecating in their yard, management will respond.

Please be reminded of the following Cascade Heights bylaw;

3(3) An Owner, Tenant, Occupant or Visitor who keeps a pet shall:

- (a) at all times keep a pet under the reasonable control of the Owner, Tenant, occupant or Visitor;

- (b) not permit a pet to interfere with or damage the Premises or the use and enjoyment thereof, by other Owners, Tenants, Occupant or Visitors;
- (c) cause all pets to be leashed or otherwise secured at all times when on the Common Property or land that is a Common Asset;
- (d) Any excrement on common property or on land that is a common asset must be immediately cleaned up and disposed of in a sanitary container by the pet owner.

7. **Reports**

a. **Maintenance**

b. **Landscaping**

- **2019 Contract** – Council discussed next years landscaping contract. Jason Day **MOTIONED** to have the current landscaping contractor perform both landscaping and grass cutting for the 2019 season; **SECONDED** by Ed Harker; **CARRIED** with all in favour.
- **Irrigation** – Management to forward information on the irrigation control. Council will investigate replacement cost.

8. **New Business:**

- a. **AGM** – The Annual General Meeting has been scheduled for February 20th, 2019 at 5:45pm, West Sechelt Elementary Library.

9. **Next Meeting:** The next meeting will be January 10th, 2018.

10. **Adjournment:** The meeting was adjourned at 8PM.