

**“Cascade Heights” – Strata Corporation BCS 1682**  
**Minutes of the Strata Council Meeting**  
**January 9<sup>th</sup>, 2019 – 5:30 PM – Holywell Properties**

**Council Members Present:** Ellen Heale, Kevin Meronuk, Ed Harker

**Regrets:** Jason Day

**Holywell Properties:** Kerry Jenkins

**Minutes:** Kerry Jenkins

1. **Call to Order:** The meeting was called to order at 5:35 PM.
2. **Approval of the Agenda:** The agenda was approved, with all in favour.
3. **Approval of the Minutes of the Council Meeting held November 20<sup>th</sup>, 2018:** The minutes of the council meeting held November 20<sup>th</sup>, 2018 were approved with the following amendment;  
**Council Members Present** – Ellen Heale was not present at the November 20<sup>th</sup> meeting as previously minuted.
4. **Previous Business Arising from the Minutes:**
  - a. **Bylaw Review** – Ed Harker **MOTIONED** that the draft bylaw package be sent to a lawyer for review and finalizing; **SECONDED** by Ellen Heale. **CARRIED** with all in favour.
  - b. **Management Contract** – Ed Harker **MOTIONED** that the proposed pricing for an updated management contract be budgeted for in the upcoming fiscal year; **SECONDED** by Kevin Meronuk; **CARRIED** with all in favour.
5. **Review of Financial Statements:** Council reviewed the current financial statements for the period ending December 31<sup>st</sup>, 2018. The operating account held \$9,207.21. There was an additional \$29,754.60 in the Contingency Reserve Fund and the strata was operating with a net income of \$5441.98. **A/R Review** – All accounts are up to date.
6. **Correspondence:**
7. **Reports:**
  - a. **Maintenance**
  - b. **Landscaping**
    - **Irrigation** – Council approved the replacement of the irrigation controller. Final costs will be determined, and the replacement will be done by the landscaping contactor this spring.
8. **New Business:**
  - a. **AGM** – The Annual General Meeting has been scheduled for February 20<sup>th</sup>, 2019 at 5:45pm, West Sechelt Elementary Library.
  - b. **Budget Review** – Council finalized budget items for the 2019 fiscal year.

c. **Snow Removal** – Several snow removal and salting options were discussed, should they be required.

9. **Next Meeting:** The next meeting will be the Annual General Meeting.

10. **Adjournment:** The meeting was adjourned at 6:35M.