

DRAFT STRATA MEETING MINUTES



NES 3578 Strata Council Meeting

Wednesday February 24, 2021 8:00 pm MST via Zoom

Participants: Chris Hanstock, Chris Lacny, Jim Toller, Frances Long, Dave Aitken, Stephen Branch, Belinda Austin (guest), Kirsten Renner (guest)

1. **Open Meeting:** 8:02 pm MST; Quorum confirmed.
2. **Motion 1** “To approve Agenda as presented.” Motion to approve agenda was approved unanimously.
3. **Motion 2:** “To approve previous January 27, 2021 Draft Council Meeting Minutes” Motion was approved unanimously.
4. **Admin Matters Reminder:**
Council members are still forgetting to copy the klv.uplands.strata@gmail.com email address account when sending out broadcast emails re Council business. Another reminder was issued by the Secretary Treasurer.
5. **High Level Process Maps & Compliance Tracking Documents** – Jim Toller and Belinda Austin
 - Prior to the Feb. 24, 2021 meeting, members of the group working on the process maps, approvals tracking record, document standards and committee terms of reference proposed a four phase roll out of the Property Development. This was done in response to feedback from council members regarding the magnitude and complexity of the above listed document.
 - Each phase would have associated Process Maps and Approval Tracking records for both the new builds/external renovations as well as the landscaping of a lot
 - Council members were in favor of moving to this proposed method and the group responsible agreed to have the newly phased documents ready for review at the March 24th 2021 council meeting.
 - A Gantt chart and timeline graphic will be added to the Process Maps part of the Property Development Framework
6. **Website Framework Report:** Chris Hanstock
Chris Hanstock provided an update on the development of the Strata’s website. The framework continues to be developed. Chris discussed the development of a logo and Council agreed that a decision should be made soon in order that the logo might be used for not only the website, but for all strata documentation. Chris also promised to send out a survey to Council of logo choices

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that he and Kirstin Renner had prepared. Council was also invited to provide ideas that could be incorporated into the website's design.

7. Property Rental/Domestic Pet Rules and Regulations Bylaw: Frances Long

No further development to report on this matter currently. Frances would have something ready to present at the next Council meeting.

8. Update Revised/Edited Statutory Building Scheme (SBS) and Property Design Guidelines (PDG): Chris Hanstock and Kerstin Renner

- a) Revised/Edited Statutory Building Scheme (SBS) Chris is waiting for the strata's lawyer, Leon Pigott to provide legal comments on the articles that Council previously identified as requiring same.
- b) Property Design Guidelines (PDG): Chris Hanstock and Kerstin Renner provided an update that included requiring a decision on the choice of a cover photo, those choices generously provided to the strata by Luke Mori Real Estate.

9. New or Other Business: There was no new or other business identified.

10. Agenda for Next Council Meeting: Council discussed the framework for the next meeting's agenda with deliverables. Deliverables discussed include:

- Finalizing the wording of the bylaws.
- Incorporating legal comments into the wording of the SBS and PDGs.
- Progress on new logo and website framework.
- High Level Process Maps and Compliance Tracking Documents and reviewing the feedback received from Council members via Google docs since the last meeting.

11. Next Council Meeting: March 24, 2021 @ 8pm MDT via Zoom

12. Meeting Closure: The meeting was closed at 9:28 pm.