

"Cascade Heights" - Strata Corporation BCS 1682
MINUTES OF THE STRATA COUNCIL MEETING
Held December 13th, 2016

Present: Debra Howard, Christine Wilson, Melissa Minch
Regrets: John Bozak
Holywell Properties: Kerry Jenkins

1. **Call to Order:** The meeting was called to order at 6:10 PM.
2. **Approval of Agenda:** The strata council unanimously approved the agenda as amended.
3. **Approval of the Minutes of the Meeting held November 1st, 2016.** The Minutes of the meeting held November 1st, 2016 were approved with all in favor.
4. **Previous Business Arising from the Minutes:**
 - a. **CHOA Seminar:** Christine Wilson attended the seminar on behalf of council. A discussion took place around the topics covered such as insurance, bylaw enforcement and the Civil Resolution Tribunal. Council will arrange to meet to further review the information for educational purposes.
5. **Correspondence:**
 - a. **Temporary Street Parking SL 11:** Correspondence was received from SL11 suggesting council look at the potential to allow temporary street parking during the day for a maximum of three hours, and if not, that they start to better enforce the no parking bylaw. After some discussion on the subject it was decided that street parking was not the solution for the strata. It becomes a safety issue as the roads are simply not wide enough to allow for proper access by emergency vehicles. It would also make things difficult for large trucks and other service vehicles to maneuver safely.
 - b. **Street Sign Emily Way SL 11:** Concern was previously raised over an apparent new street sign on Emily Way. SL 11 wrote in to provide information on the sign which was in fact put in place in 2007 as a requirement by the district of the developer.
 - c. **Snow Maintenance SL 53:** Strata lot 53 inquired about the icy conditions on Emily Way. It was felt that the other roads in the complex had been addressed but not that area. Council responded to explain that they had dealt firstly with the entrance/exit at Cartier and Tyler (hill) to allow traffic to safely enter and exit the complex. The additional streets were then treated with salt. Council, through a joint volunteer effort, will try to pretreat roads with salt, should snow fall be in the forecast. Please be advised that the approved budget allows \$1000.00 for winter maintenance of roads and this money can be quickly used up with one plowing after a snowfall. Council will purchase & store salt, in order to do some of this work themselves to try and mitigate costs to the strata. If owners feel that a more aggressive response to snowfall is necessary then an increase in budget should be considered in the coming fiscal year.
6. **Review of the Unaudited Financial Statements for the Period Ending November 30th, 2016:**

The strata corporation was operating with a surplus of \$4285.21. The operating account held \$6646.00 and the contingency reserve fund held \$25,763.81.
7. **New Business:**
 - a. **2017 AGM Planning:**
 - **Date/Venue:** February 15th, 2017,
 - **Irrigation System Upgrade:** The irrigation system has been blown out and winterized.
 - **Road Repair:** In the spring, council will proceed with the application of a cold patch to

the area on Emily Way that needs repair.

- **Depreciation Report:** Council will propose a resolution to waive the Depreciation Report for the upcoming year.
 - **Bylaw Review:** Council has reviewed the current bylaws and will propose some additions in this year's AGM package.
 - **Budget:** A draft 2017 budget was reviewed by council. Some changes were suggested and agreed upon and management will present a second draft to council after the close of the current fiscal year.
- b. **Review of Landscaping Contract:** Council has reviewed this year's contract and felt that the extra billings and charges were hard to navigate. As a result they would like to go back to a system where all services are included in the price for the season. A quote was received from Ernie at Lawn & Order and council unanimously agreed to retain his services for the upcoming year.
8. **Accounts Receivable:** All strata fees are paid and up to date.
9. **Next Meeting Date:** The AGM has been scheduled for Wednesday, February 15th, 2016 at 7:00 PM at the Holy Family Catholic Church, 5700 Nickerson Rd, Sechelt.
10. **Adjournment:** The strata council adjourned the meeting at 8:10 PM.