

**“CASCADE HEIGHTS”**  
**Strata Corporation BCS 1682**  
Minutes of the Annual General Meeting  
Held Wednesday, February 20<sup>th</sup>, 2019 at 7:00pm, West Sechelt Elementary

Holywell Properties: Kerry Jenkins  
Minutes: Kerry Jenkins

**1. Call to Order:**

The meeting was called to order at 7:00pm by Kerry Jenkins, who was elected by the ownership to chair the meeting.

**2. Registration of Owner and Proxies and Proof of Quorum:**

23 strata lots were represented in person and 7 strata lots were represented by proxy. Twenty-one strata lots were required to obtain quorum, quorum was met.

**3. Proof of Notice:**

Notice of the AGM was mailed via Canada Post and emailed on January 30<sup>th</sup>, 2019.

**4. Approval of the Agenda:**

Strata Lot 58 **MOTIONED** to approve the agenda; **SECONDED** by Strata Lot 34; **CARRIED** with all in favour.

**5. Approval of the Minutes of the Annual General Meeting held February 28<sup>th</sup>, 2018:**

Strata Lot 21 **MOTIONED** to approve the minutes of the AGM held February 28<sup>th</sup>, 2018, as circulated; **SECONDED** by Strata Lot 58; **CARRIED** with all in favour.

**6. Business Arising from the Minutes:**

- No new business was brought forth.

**7. Review of Insurance Coverage:**

The strata’s current policy is through BFL Canada and runs to April 17, 2019. The annual premium was \$3,736 with \$1,577,000 in replacement value coverage. Also included with the policy is an extended replacement cost coverage of 130%. There is \$30,000,000 in General Liability coverage and \$20,000,000 in Directors and Officers coverage. Owners are reminded to secure their own insurance coverage for their strata lot, any improvements completed, contents, liability and a deductible extension.

**8. Review of the Financials for the Period Ending December 31, 2018:**

The ownership reviewed the financial statements for the fiscal period ending December 31, 2018. The strata collected \$22,320 in revenue and the total operating expenses were \$18,298. The fiscal period ended with a surplus of \$4,022. Council proposed that \$1,150 from the previous year’s surplus be applied to this year’s operating budget to offset expenses. \$2,000 of the surplus will be transferred to the Contingency Reserve Fund and the balance will remain in the operating account.

**9. Review and Approval, By a Majority Vote, the Proposed Budget for the 2019 Fiscal Period:**

Management reviewed the proposed budget with the ownership in the amount of \$23,095.00. Council budgeted for a \$1,000 contribution to the Contingency Reserve Fund as well as an increase in meetings with the strata's management company.

Strata Lot 58 **MOTIONED** to approve the budget, as presented; **SECONDED** by Strata Lot 61; **CARRIED** with 28 In Favour, 0 Opposed, 2 Abstentions.

**10. Review and Approval, by ¾ vote, Resolution #1 Exemption from Depreciation Report:**

Cascade Heights had a Depreciation Report completed in 2014. The Strata Property Regulations require that a Depreciation Report is completed every three years, unless waived by a ¾ vote at a general meeting. As there have been no major changes within the complex council is proposing the strata corporation waive the requirement to obtain a Depreciation Report update for an additional period of one year.

WHEREAS the strata corporation proposes to waive its Depreciation Report Update;

***BE IT RESOLVED by a ¾ vote of THE OWNERS, STRATA PLAN BCS 1682 (the "Strata Corporation"), pursuant to s.94 of the Act, that the Strata Corporation approves to waive the requirement to undertake a Depreciation Report for a period of one year.***

Strata Lot 58 **MOTIONED** to approve the resolution; **SECONDED** by Strata Lot 4; **CARRIED** with 30 in favour, 0 opposed.

**11. Resolution #2, Strata Bylaw Update**

WHEREAS the Strata Corporation proposes to update its bylaws;

***BE IT RESOLVED by a ¾ Vote that:***

- 1. The exiting bylaws of the Strata Corporation be cancelled and replaced with the bylaws attached hereto in the Schedule of Bylaws (the "New Bylaws").*
- 2. The Standard Bylaws pursuant to the Strata property Act not apply to the Strata Corporation.*
- 3. The Strata Council of the Strata Corporation register the amendments set out in this Resolution in the Land Title Office. Any two members of the Strata Council ay execute any documents required to register the Amendments.*

Strata Lot 58 **MOTIONED** to amend Bylaw Use of Property 3(5) to read;

3(5) Without limiting the generality of Bylaw 3(1), no owner, tenant, or occupant shall do anything or permit anything to be done which causes noise to be heard on the common property or on another strata lot between the hours of 11:00 p.m. and 7:00 a.m., including without limiting the generality of the foregoing:

**SECONDED** by Strata Lot 19; the motion was **CARRIED** with 29 in favour and 1 opposed.

Strata Lot 58 **MOTIONED** to amend Bylaw Use of Property 3(11) to read;

3(11) No owner, tenant, occupant or guest will store or permit to be stored on a strata lot or common property, any combustible, flammable or hazardous material.

**SECONDED** by Strata Lot 21; the motion was **CARRIED** with 30 in favour and 0 opposed.

Strata Lot 58 **MOTIONED** to approve the resolution inclusive of the amendments to 3(5) and 3(11); **SECONDED** by Strata Lot 61; Votes in favour were counted, votes opposed, and abstentions were not registered before additional conversation began.

After discussion by the ownership concluded, Strata Lot 33 **MOTIONED** to conduct the vote on the resolution; **SECONDED** by Strata Lot 56; **CARRIED** with the majority of owners in favour.

The completed vote to approve Resolution #2 as amended, was **CARRIED** with 25 In favour, 5 opposed and 0 abstentions.

**12. New Business:**

An owner inquired as to the frequency of roadway and curb inspections and repairs. Council will discuss further at the next meeting.

**13. Election of the Strata Council:**

Thank you to returning members of council, Ed Harker, Ellen Heale, Kevin Meronuk and Jason Day for their continued commitment to Cascade Heights and for all of their effort over the previous year to protect the investments of Cascade Height’s owners. Also, to new members for volunteering their time for the 2019 fiscal year. Owners who volunteered or were nominated were:

Ellen Heale	Strata Lot 61	Reid Page	Strata Lot 1
Kevin Meronuk	Strata Lot 35	Emma Dore	Strata Lot 59
Ed Harker	Strata Lot 29		
Jason Day	Strata Lot 36		

Election of the council was **MOTIONED** by Strata Lot 58; **SECONDED** by Strata Lot 21; **CARRIED** with all in favour.

**14. Termination:** Strata Lot 29 **MOTIONED** to adjourn the meeting at 9:10PM; **SECONDED** by Strata Lot 58; **CARRIED** with all in favour.