

**“Cascade Heights” – Strata Corporation BCS 1682**  
**Minutes of the Strata Council Meeting**  
**April 10<sup>th</sup>, 2019 – 5:30 PM – Holywell Properties**

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

**Regrets:** Reid Page

**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 as amended, with all in favour.
3. **Approval of the Minutes of the Council Meeting held January 9<sup>th</sup> & February 20<sup>th</sup>, 2019.** The minutes of the council meeting held January 9<sup>th</sup> & February 20<sup>th</sup>, 2019 were approved with all in favour.
4. **Previous Business Arising from the Minutes:**
  - a. **Snow Removal** – Council reviewed this seasons snow removal and discussion took place regarding the purchase of a salt spreader for next season. Costs will be investigated, and a final decision will be made.
  - b. **Management Contract** – Management will present an updated agreement, inclusive of changes made to the number of meetings per year.
  5. **Review of Financial Statements:** Council reviewed the current financial statements for the period ending March 31st, 2019. The operating account held \$10,776.22. There was an additional \$32,793.03 in the Contingency Reserve Fund and the strata was operating with a net income of \$4,310.82.
    - **A/R Review** – Council reviewed the accounts receivable for the strata corporation. Reminders will be sent to three strata lots that are currently in arrears of strata fees and one strata lot that has outstanding fines for late payment of fees.
6. **Correspondence:**
  - a. **Alteration Request Unit 7** – The owner requested a small change to the driveway of the strata lot as well as several upgrades to the landscaping. Council approved the request.
  - b. **Bylaw Violations** – An owner advised council of several bylaw violation concerns which have since been rectified.
  - c. **Landscaping Concerns** – A concern was received by council regarding the unkept landscaping of a strata lot. Management will send a reminder to all owners of the strata’s landscaping bylaw.
7. **Reports:**
  - a. **Maintenance**
    - Council will itemize any concerns with roadways and curbs for further assessment and repair.

**b. Landscaping**

- **Irrigation** – The irrigation controller has been ordered and the landscaping contractor will install it once it arrives.

**Residents are asked to please remind children to refrain from picking and pulling apart the plants at the park.**

**8. New Business:**

- Appraisal Update March 2020** – The strata is due for an updated insurance appraisal and management will order the report.
- Insurance Review** – Council reviewed the strata’s renewed insurance policy.
- Bylaw Packages/Tenanted Lots** - Council will distribute a copy of the updated bylaws to all tenanted strata lots.

**Picnic in the Park**

**Saturday July 6<sup>th</sup>, 2019 – 11am to 1pm**

**Council would like to invite all residents of Cascade Heights to the Annual Picnic in the Park.**

**Burgers, hotdogs, chips and juice will be supplied.**

**Everyone is welcome.**

**Please bring something to sit on.**

**9. Next Meeting:** The next meeting will be July 3<sup>rd</sup>, 2019 at 5:30PM, Holywell Properties.

**10. Termination:** The meeting was terminated at 7:00PM.