

“Cascade Heights” – Strata Corporation BCS 1682
Minutes of the Strata Council Meeting
November 12th, 2019 – 5:30 PM – Holywell Properties

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

Absent: Reid Page, Emma Dore

Regrets: Jason Day

Holywell Properties: Kerry Jenkins

Minutes: Kerry Jenkins

1. **Call to Order:** The meeting was called to order at 5:35PM.
2. **Approval of the Agenda:** The agenda was approved, with all in favour.
3. **Approval of the Minutes of the Council Meeting held September 10th, 2019.** The minutes of the council meeting held September 10th, 2019 were approved with all in favour.
4. **Previous Business Arising from the Minutes:** No previous business was carried forward.
5. **Review of Financial Statements:** Council reviewed the current financial statements for the period ending October 31st, 2019. The operating account held \$7,410.53. There was an additional \$32,820.64 in the Contingency Reserve Fund and the strata was operating with a net income of \$3,926.21.
 - **A/R Review** – There are currently no outstanding strata fees.
6. **Correspondence:**
 - a. **Fireworks** – An owner raised concern over fireworks/firecrackers that were set off within the complex on Halloween. The concern was in regard to the mess that was strewn about as a result but more importantly to the risk of fire that fireworks/firecrackers can create. The DOS has a bylaw prohibiting the use of fireworks within Sechelt without the necessary permission. Despite the existing DOS bylaw, council thought it would be prudent for the strata to put in place a strata bylaw prohibiting fireworks within the complex. The bylaw will be prepared for consideration at the upcoming AGM.
7. **Reports:**
 - a. **Maintenance**
 - **Curbs** – Management will reschedule the removal of weeds from the curbs.
 - **Roadway Repair** – Capilano Highways has examined the roadway and suggested that everything is in good shape and the strata should reassess for minor repairs in a couple of years.
 - **Salt Spreader** – Council is planning to purchase a salt spreader for use as required during the winter season. Different options are being investigated.
 - b. **Landscaping**
 - **2020 Contract** – Council was happy with the landscaping maintenance done this year and will retain the same company for the 2020 season.

8. New Business:

a. Insurance – A concern was raised by the strata’s insurance provider regarding the appraisal company that was used for the strata’s insurance appraisal. Management will investigate the matter and discuss options with council.

b. AGM

- **Date** – A tentative date of January 29th, 2020 has been set for the Annual General Meeting.
- **Budget** – Council reviewed a draft budget for the upcoming fiscal year.
- **Resolutions** – Council will propose a resolution to move forward with an updated Depreciation Report in this year’s package.

9. **Next Meeting:** The next meeting will be January 6th, 2020 at 5:30PM, Holywell Properties.

10. **Meeting Termination:** The meeting was terminated at 6:25PM.