

“Cascade Heights” – Strata Corporation BCS 1682
Minutes of the Strata Council Meeting
March 16th, 2020 – 5:30 PM – Electronic Meeting Holywell Properties

Council Members Present: Kevin Meronuk, Ed Harker, Rebecca Speirs, Greg Foss, Debra Howard
Holywell Properties: Kerry Jenkins **Minutes:** Kerry Jenkins

1. **Call to Order:** The meeting was called to order at 5:33PM.
2. **Approval of the Agenda:** The agenda was approved, with all in favour.
3. **Approval of the Minutes of the Council Meetings held November 12th, 2019 & January 29th, 2020.**
The minutes of the council meetings held November 12th, 2019 & January 29th, 2020 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 February 29th, 2020. The operating account held \$3,386.61. There was an additional \$34,374.39 in the Contingency Reserve Fund and the strata was operating with a net income of \$8,026.05.
 - **A/R Review** – Council reviewed the outstanding accounts receivable. There are currently 10 strata lots with strata fees in arrears. A reminder will be sent to those in arrears.
6. **Correspondence:**
 - a. No report.
7. **Reports:**
 - a. **Maintenance**
 - **Street Sweeping** – Council discussed street sweeping as a follow up item to the Annual General Meeting. A quote is currently being obtained for further consideration.
 - **Curb Maintenance** – Management will review the work with the new contractor.
 - b. **Landscaping**
 - **2020 Contract** – The previous years contractor indicated that he will not be returning to Cascade Heights this year. Council ratified their decision made by email to accept the quote received from Visions Landscaping for park maintenance for the upcoming season.
 - **Fence** – A concern was raised at the Annual General Meeting that there is dirt accumulation along the bottom of the fence in the park. Management will discuss with the maintenance contractor.

8. New Business:

- a. Insurance** – The strata’s insurance policy is due to be renewed in April. Management will obtain appropriate quotes for council’s review.
- b. Depreciation Report** – An updated report has been ordered.
- c. Streetlights** – Council will investigate an upgrade to the photocell that controls the streetlights. Currently they are not recognizing light levels and turning off at the appropriate times.

9. **Next Meeting:** The next meeting will be scheduled shortly.

10. **Meeting Termination:** The meeting was terminated at 6:00PM.