

“Cascade Heights” – Strata Corporation BCS 1682
Minutes of the Strata Council Meeting
September 16th, 2021 – 5:00 PM – Electronic Meeting

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

1. **Call to Order:** The meeting was called to order at 7:00PM.
2. **Approval of the Agenda:** The agenda was approved as amended with all in favour.
3. **Approval of the Minutes of the Council Meetings held June 10th, 2021:** The minutes of the council meetings held June 10th, 2021, were approved with all in favour.
4. **Previous Business Arising from the Minutes:**
 - a. **Council/Owner Strata Communication** – Council further discussed communication of strata information with owners. A one-page document will be put together to highlight important information and it will be circulated to new and existing residents. The website will also be highlighted as a main source for strata information.
5. **Review of Financials to August 31st, 2021:** Council reviewed the current financial statements for the period ending August 31st, 2021. The operating account held \$1,470.19. There was an additional \$39,510.48 in the Contingency Reserve and the strata was operating with a net income of \$-5323.96. The negative income is attributed to budgeted expenditures occurring prior to the September strata fee payments being received.
 - **A/R Review** – Council reviewed the September A/R which showed 5 strata lots in arrears of their September strata fees. Reminders will be sent to those strata lots prior to further action.
6. **Correspondence:**
 - a. **Streetlight 5728 Emily Way** - Olson Electric has been asked to replace the bulb and management will follow up.
 - b. **Parking** – A parking concern was raised, and council believes the matter is now resolved.
 - c. **Wasp Nest** – A wasp nest was reported in a utility box and the utility company has had it removed.
7. **Reports:**
 - a. **Maintenance**
 - **Fence Letters** – Letters were sent to several owners regarding repair work required to their fencing. Most issues have been resolved and council would like to thank those for their quick action.

b. Landscaping

- **Irrigation** – A copy of the manual is being sourced by council. Owner feedback will be sought in regard to the future of the irrigation system. Council is also hoping to obtain some feedback from owners regarding maintenance of the park in the years to come.
- **Boulevard** – Council noted that the boulevard is now requiring maintenance. Management will discuss with the contractor.

8. New Business:

- a. Strata Lot Inspections** – Council reviewed the benefits and drawbacks of property inspections in relation to the bylaws. Council discussed having a Zoom meeting with owners to further consider the options and receive feedback prior to the AGM. The meeting will be scheduled for mid November.
- b. Depreciation Report Review** - Discussion took place around the additional funding requirements of the Contingency Reserve Fund. Council will consider increasing funding over several years.
- c. Secondary Suites** – Council discussed the zoning for the property and possible potential uses.
- d. District of Sechelt Organics Program** – The District has announced that they plan to launch their Organics Program on December 6th, 2021. Organics (food waste) will require separation from regular household garbage. The program will see weekly pick up of food waste and biweekly pick up of garbage and recycling.

9. Tabled: Street Sweeping

10. Next Meeting: The next meeting will be scheduled shortly.

11. Meeting Termination: The meeting was terminated at 8:20PM.