

**MINUTES**  
**STRATA COUNCIL MEETING**  
**VAS 2893 North Oaks**  
**Wednesday, March 4th, 2020, 9:30 am**  
**Location: SL 10**

**COUNCIL MEMBERS PRESENT:** SL 3, SL10, SL 14, SL 17, SL 19, SL 23. Regrets SL 16.

**OPENING OF MEETING:** the meeting was called to order at 9:33 am by Chair SL 3.

**APPROVAL OF AGENDA:** motion to approve Agenda: moved SL 23, seconded SL 14, approved.

**APPROVAL OF COUNCIL MEETING MINUTES OF:** Jan. 29th and Feb. 5th, 2020. Motion to approve Minutes: moved SL 10, seconded SL 19, approved.

**OLD BUSINESS:**

**a) Garden and Lawn Maintenance - SL 10, SL 19:**

- our new gardener and groundskeeper will be coming weekly on **Tuesdays**;
- his first day is **Tuesday, March 17th**.

**b) Gutter Cleaning - SL 3:**

- our gutters are becoming clogged when we have heavy downpours;
- a contractor will be hired to do the necessary maintenance.

**c) Wandering Cats - SL 14:**

- if you are a cat owner, once again, please ensure your cat is kept indoors. With Springtime around the corner, the birds return and we enjoy being in our gardens. Cats kill birds and soil our garden beds, so please adhere to our pet bylaw. Thank you.

**d) Bird Feeders - SL 3:**

- please do not place bird feeders out. They are powerful attractants for rodents. Thank you.

**e) Depreciation Report - SL 3:**

- Council discussed the Depreciation Report to ensure its recommendations are being actively addressed;
- upon review, it was noted contributions to the Contingency Reserve Fund are on track, as per the report's recommendation;
- Council is in consensus with going forward with present arrangements;
- a full report will be given at the AGM.

**CORRESPONDENCE - SL 17:**

- \* to insurance company, Information Form responses;
- \* from insurance company, Appraisal Update;
- \* from gardening contractor applicant, details of terms;
- \* from credit union, survey;
- \* to current gardening contractor, notice of termination;
- \* from insurance company, letter of delay regarding insurance proposal;
- \* from CHOA, receipt of registration fee for upcoming education seminar;
- \* from snow plowing company, invoice for services;
- \* from SL 18, notification of overflowing gutter and request for gutter clearing.

**FINANCIAL REPORT - SL 10:**

**a) Monthly Statement to February 29th, 2020:**

Assets - Savings in Contingency Fund -	\$143 270.59
Transfer and Deposit to Contingency Fund -	\$ 20 000.00
Short-term Savings -	\$ 5 250.80

Beginning Bank Balance -	\$19 366.63
Deposit - February 4th, 2020 -	\$ 4 236.95
Total -	<u>\$23 603.58</u>

Expenses - February 29th, 2020:

Transfer to Contingency Fund -	\$10 000.00
Bank surcharge -	8.00
CHOA Seminar Registration -	50.00
CHOA Annual Membership -	143.00
Fence Repairs -	290.00

Total Withdrawal -	<u>\$10 491.00</u>
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Bank Total -	\$13 112.58
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**b) Motion to Approve Financial Report as Presented:**

\* moved SL 14, seconded SL 23, approved.

**NEW BUSINESS:**

**a) Strata Insurance - SL 10:**

- our strata insurance renewal document has not yet been received;
- the insurance company has apologized for the delay;
- Council must have this document before strata fees can be determined for the following fiscal year;
- the first strata fee cheque for the new fiscal year is April 1st, 2020. It will need to be dated retroactively once the insurance renewal is received and the fees have been calculated. Please do not take any action now. Information will be given in the AGM packet you receive prior to the meeting.

**b) AGM Preparation SL 17:**

- North Oaks cannot hold its AGM until the strata insurance renewal policy is received. The March 25th AGM **has been cancelled** and will be rescheduled;
- a tentative new date, April 29th, is pending.

**\*\*\* UPDATE: CONFIRMED - NEW DATE FOR AGM \*\*\***  
**WEDNESDAY, APRIL 29TH, 6:30pm**  
**KIWANIS MEETING ROOM**

- Council Treasurer presented the Proposed Budget for the next fiscal year; discussion ensued;
- at the AGM, Council wishes to bring forward the issue of smoking in our complex. Smoking can have an impact on insurance costs and, in the past year, smoking marijuana was legalized. Some condo associations are enacting a bylaw regarding a smoking policy. Council feels a discussion would be both timely and beneficial.

**NEXT MEETING DATE:** TBA, pending the receipt of the insurance renewal document.

**ADJOURNMENT:** the meeting was adjourned at 11:14 am. Moved by SL 14, approved.

