

**“Cascade Heights” – Strata Corporation BCS 1682**  
**Minutes of the Strata Council Meeting**  
**October 12<sup>th</sup>, 2022 – 5:30 PM – Electronic Meeting**

**Council Members Present:** Rebecca Speirs, Debra Howard, Victoria Long, Kevin Meronuk, Greg Foss  
**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 as amended with all in favour.
3. **Approval of the Minutes of the Council Meetings held July 19<sup>th</sup>, 2022:** The minutes of the council meetings held, July 19<sup>th</sup>, 2022, were approved with all in favour.
4. **Previous Business Arising from the Minutes:**
  - a. **Owner Information** – The information package is complete and will be provided to new owners.
  - b. **Roadway Cracks** – Crack sealing throughout the complex is finished.
5. **Review of Financials to September 30<sup>th</sup>, 2022:** Council reviewed the current financial statements for the period ending September 30<sup>th</sup>, 2022. The operating account held \$13,078.41. There was an additional \$47,361.03 in the Contingency Reserve Fund and the strata was operating with a net income of \$10,481.30.
  - **A/R Review** – Council reviewed the strata fee receivables. There were five strata lots with outstanding fees as of September 30<sup>th</sup>, 2022. Council agreed that management should send follow up letters, by registered mail, to those units without contact information, and follow up directly with others.
  - **Investment Rate** – Council discussed re-investing the strata’s Contingency Funds in the higher interest bearing investments that are now available. Management will forward rates to council for further review.
6. **Correspondence:**
  - a. **Yard Care** – Council ratified their decision to send an infraction letter to SL 20 regarding landscaping.
  - b. **Gutter Repair/Cleaning** – An owner inquired about a possible group rate for gutter cleaning. Council discussed it and decided this was not something that the strata wanted to try and coordinate, due to the uniqueness of the work in each situation.
  - c. **Dryer Vents** – A council member has volunteered to organize dryer vent cleaning for those who wish to have the service completed this year. Payment can be made directly to the contractor at the time of service. Please contact Rebecca at [rebecca.speirs@gmail.com](mailto:rebecca.speirs@gmail.com) if you wish to participate.
  - d. **Alteration Request Fencing** – An owner inquired with council about the possibility of installing a vinyl fence. After much discussion it was decided that a vinyl fence couldn’t be approved at this time, as the bylaws only allow for wood or a composite wood product. Council will further consider a possible amendment to the bylaw.

7. **Reports:**

a. **Maintenance**

- **Snow Removal** – Council will not be providing volunteer snow removal/salting services this winter season. Management is hoping to have a contractor in place shortly, particularly for the hill on Cartier Rd. Owners are reminded that in icy/snow conditions it is best to use another exit and avoid the hill completely.

b. **Landscaping**

- **Boulevard** – The contractor will be asked to take down the blackberries at the front corner and he has agreed to weed the curb along the street.
- **Mulch** – A local tree removal company will provide bark mulch for landscaping in the park, at no charge.
- **Blackberries** – Please be reminded to clear and remove blackberries from easement areas. Emergency Services and utility companies require the easement areas to be accessible.
- **2023 Contract** – Council will review the 2023 proposal once received.

8. **New Business:**

- a. **CHOA Seminar** – Council was reminded of the upcoming CHOA seminar if anyone was wanting to attend.

9. **Next Meeting:** The next meeting will be on December 5<sup>th</sup>, 2022, at 5:30PM.

10. **Meeting Termination:** The meeting was terminated at 6:57PM.