

“Cascade Heights” – Strata Corporation BCS 1682
Minutes of the Strata Council Meeting
April 26th, 2023 – 5:30 PM – Electronic Meeting

Council Members Present: Debra Howard, Kevin Meronuk, Greg Foss, Reid Page

Regrets: Samantha Pickering

Holywell Properties: Kerry Jenkins

Minutes: Kerry Jenkins

1. **Call to Order:** The meeting was called to order at 5:22PM.

2. **Election of Officers:**

President – Kevin Meronuk	Treasurer – Samantha Pickering
Vice President/Privacy Officer – Deb Howard	Member at Large – Greg Foss
Secretary – Reid Page	

3. **Approval of the Agenda:** The agenda was approved as amended with all in favour.

4. **Approval of the Minutes of the Council Meetings held December 7th, 2022:** The minutes of the council meeting held, December 7th, 2022, were approved with all in favour.

5. **Previous Business Arising from the Minutes:**
 - a. **Parking SL 27** – A parking concern previously raised has been rectified.

6. **Review of Financials to March 31st, 2023:** Council reviewed the current financial statements for the period ending March 31st, 2023. The operating account held \$14,835.85. There was an additional \$52,236.71 in the Contingency Reserve Fund and the strata was operating with a net income of \$26,308.10.
 - **A/R Review** – Council reviewed outstanding receivables. Deb **MOTIONED** to send a Demand for Payment letter to one strata lot for fees owing that span over this and the previous fiscal year and if payment is not received within the specified time, the file will be sent to a lawyer for collection; **SECONDED** by Kevin; **CARRIED** with all in favour. Two other strata lots with late March payments will receive a reminder before further action is discussed.

7. **Correspondence:**
 - a. **Parking SL 32** – A vehicle that was reported to be parked on the lawn has been moved and management will request that ATVs are parked only in areas designed for parking.
 - b. **Landscaping** – A concern was raised regarding the state of the landscaping at a strata lot on Cartier Rd and management will remind the owners of the strata’s bylaws and request that it is cleaned up.

8. **Reports:**
 - a. **Maintenance**
 - **Snow Removal** – Management will continue to work on a suitable snow removal contractor for the site.

- **Catch Basins** – Catch basins around the complex will be reviewed to ensure that they are draining well.

b. Landscaping

- **Boulevard** – Maintenance will again be done as required this season. Council will monitor the area for any specific needs that may be required from time to time.
- **Mulch** – Mulch for the park will be provided by a local tree service company and management will inquire about how many yards are expected. Volunteers will be requested to help spread it.

9. New Business: No Report

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

11. Meeting Termination: The meeting was terminated at 6:19PM.