

# **Cascade Heights- Strata BCS 1682**

## **Strata Council Meeting Minutes- June 15<sup>th</sup>, 2016**

**Present:** Linda Dawson  
Kassie Ranchie  
Debra Howard  
John Bozak  
Chris Wilson

**Regrets:** Melissa Minch

**Minutes:** Debra Howard

1. **Call to Order:** Meeting was called to order at 6:35pm
2. **Agenda-** amended agenda approved unanimously
3. **Council Meeting Minutes** from May 4<sup>th</sup>, 2016 were approved unanimously
4. **Previous Business Arising from the Minutes**
  - a) **Lighting upgrade:** RJS Electrical is scheduled to begin installation of new lamps and adjustment of the photocells in our street lights June 21st
  - b) **SL #24 Pets:** tenant is now in compliance with the Pet Restriction Bylaw. Issue resolved
  - c) **Boulevard:** has been tidied by volunteers who were provided with equipment and assistance from The District of Sechelt. Many thanks to those involved. Long term solutions for upkeep of this area are being further investigated by Erin from Holywell. The District of Sechelt has not provided this council with written documentation committing to assistance maintaining this area despite numerous requests. No previous written agreements are on file.
  - d) **SL#9 Maintenance:** This owner has complied with bylaws regarding property maintenance and landscaping of their strata lots. Written complaints had been received by council; fines were assessed and have been applied.
  - e) **A warning letter to SL #27** for lawn maintenance was sent and no response has been received to date.
  - f) **Road repair Emily Way-** the company contracted to complete this repair advised council that the request has not yet been completed as they have been waiting for suitable weather. Council will attempt to ensure this issue gets addressed as soon as possible.
  - g) **SL #50 Landscaping:** Council approved sending a warning letter to SL 50 for landscaping/maintenance.

\*Council suggests that owners attempt to resolve concerns with neighbours whenever possible; however, if a written complaint is received by Council, the Council must investigate in accordance with The BC Property Strata Act
5. Unaudited **financial statements** for the period ending May 31<sup>st</sup>, 2016 were reviewed.  
\*Reminder- final installment of Strata Fees for 2016 is due July 1<sup>st</sup>

6. **Correspondence**
  - a) **May Minutes:** Council received 5 letters from 4 Strata Lots concerning issues addressed and reported in the minutes of the last strata council meeting from May 4<sup>th</sup>. The Strata Council appreciates your feedback. Council members are volunteers attempting to make decisions in the best interests of all owners while upholding the laws of The BC Strata Property Act.
  - b) **Smoking:** A letter was sent from SL#35 to council describing the impact of Cigarette Smoke entering their home from an adjacent strata lot. Council is investigating this complaint.
  - c) **Unsafe Driver:** SL#50 and SL#28 reported observing a large green ATV driving unsafely on the roads within the strata. The operator/owner does not reside in Cascade Heights and is not expected to return
  
7. **Maintenance**
  - a) **Landscaping:** The lawn in the park was aerated and treated with lime. Additional bark mulch was placed around the plants. Council is checking to see if the sprinkler system is functioning properly and conforming to municipal regulations.
  - b) **Road patching:** see item 4 (f) of “Previous Business”
  
8. **New Business**
  - a) **Decisions made by email** previously were ratified- warning for SL#27 re: yard maintenance was escalated to a fine of \$50
  - b) **Code of Conduct:** A written “Code of Conduct for Strata Council Members” was provided to Council for review. The current Council agreed unanimously to adopt, sign and follow the code as it is written.
  
9. **Council Resignations:**
  - a) **Kassie Ranchie-** resigned effective June 16<sup>th</sup>
  - b) **Linda Dawson-** resigned effective June 18<sup>th</sup>

Both Council members have sold their Strata Lots and are required by The BC Property Strata Act to step down from their positions. The remaining members wish to thank Linda and Kassie for their service.

The four remaining members are:  
Debra Howard- interim President and Secretary  
Chris Wilson- Vice President  
Melissa Minch- Treasurer  
John Bozak- Member-at-Large
  
10. **Next Meeting-** TBA
  
11. **Adjournment-** Meeting was adjourned at 9:35 pm