

Cascade Heights – Strata Corp. BCS 1682

Minutes of the Strata Council Meeting

April 18th, 2017

Present: John Bozak, Ellen Heale, Debra Howard, Kevin Meronuk, Melissa Minch

Minutes: Ellen Heale

- 1. Call to Order:** The meeting was called to order at 6:30 p.m.
- 2. Election of Officers:** The election of officers was held after the AGM meeting on February 15th, 2017.
 - a) Debra Howard – President
 - b) John Bozak – Vice-President
 - c) Melissa Minch – Treasurer
 - d) Ellen Heale – Secretary
 - e) Kevin Meronuk – Member-at-Large
- 3. Approval of the Agenda:** Approved by Melissa Minch, as amended. Carried
- 4. Approval of the Minutes of the Council Meeting held December 13th, 2017:** The minutes of the council meeting held December 13th, 2017 were approved with all in favor.
- 5. Previous Business Arising from the Minutes:**
 - 5.1. Road Repair Emily Way** - A cold patch will be applied when conditions are suitable. Council will ensure residents are notified when the repair is being done and will be asked to refrain from driving over the patch until it is fully set and dry.
- 6. Correspondence:** No new correspondence has been received. Council wishes to remind owners to control weed and blackberry bush overgrowth on their properties and easements, including removal of weed growth along the curb line where it abuts the asphalt.
- 7. Review of Financial Statements:**
 - 7.1. To March 31st, 2017** - Payments for appraisal by Valuations West (\$603.75) and the notary for bylaw amendments (\$84.63).
 - 7.1.1. WCB** - Debra Howard will investigate the WCB (Workers Compensation Board) cost on the budget, as the strata is now requiring all contractors to carry their own WCB insurance coverage.
 - 7.1.2. CHOA** - Council will clarify what is included in the annual CHOA (Condominium Home Owners Association) fees.
 - 7.2. Accounts Receivable** - Council unanimously approved that fines be levied against three strata lots for continued non-payment of strata fees after reminder notices were sent. Fines will be issued in accordance with the strata's bylaws and the strata property act.

8. **Landscaping:** Landscape maintenance is in progress and will include a seasonal assessment of damage due primarily to winter conditions.
9. **New Business:**
 - 9.1. **Insurance Renewal:** Council unanimously approved the new insurance policy covering the period April 18, 2017 – April 18, 2018. A copy of the policy will be emailed to all residents. Council advises all owners to take the updated insurance policy to their insurers when renewing their own insurance policies.
 - 9.2. **Arbutus Tree** - Council hopes to facilitate a discussion between SL 55 and SL 32 regarding the height/growth of an Arbutus Tree obstructing views.
 - 9.3. **Strata Fee Arrears** - See item 7.2
 - 9.4. **Water Meter** - The cracked pavement at the water meter of SL 55 will be investigated with the District of Sechelt by Holywell Properties.
 - 9.5. **Short Term Rentals** -Short term rentals such as Air BNB and VRBO would be considered businesses under the strata corporation's current bylaws. Council will follow updates on this issue from CHOA and the District of Sechelt. Specific bylaws may be considered in the future to address this issue.
 - 9.6. **Code of Conduct** - Council members signed a code of conduct statement.
10. **Next Meeting:** Date TBA.
11. **Adjournment:** The meeting was adjourned at 7:26 p.m.