

MINUTES - REGULAR STRATA COUNCIL MEETING

Monday July 22, 2019 Unit 2

Present: Treasurer 21; Maintenance Officer 27; Secretary 2; Bylaws Officer 1; Landscape Officer 13

Regrets: Chair 17

A. Meeting called to Order at 10:10 hr. by the Treasurer.

B. Approval of Agenda

MOVED: (Landscaping) To adopt the Agenda of the Strata Council Meeting of 2019.07.22 as circulated with the addition of one Unfinished item concerning the painting program and two New Business items: one is about the establishment of a Financial Review Committee and the second concern the review of Requests and Undertaking submitted.

SECONDED: (Secretary)

CARRIED: 5 of 5

C. Approval of Minutes

MOVED: (Bylaws) To adopt the Minutes of the Strata Council Meeting of 2019.06.24 as circulated.

SECONDED: (Treasurer)

CARRIED: 5 of 5

D. Reports

MOVED: (Bylaws) To receive the reports from Council Members as circulated.

SECONDED: (Maintenance)

CARRIED: 5 of 5

E. Unfinished Business arising from the minutes of earlier meetings:

E.1 (Secretary) Registration Changes to Common Property at Unit 29 – As reported, the notary office reported that the latest submission had again been rejected by the Lands Title Office due to shortcomings with the sketch submitted. The matter was reviewed and discussed with the owner who ask to delay further attempts until his return home in late August.

Annual General Meeting (AGM) Preparations – The Council reviewed and discussed in detail all the material drafted for the AGM. This included the wording of Resolutions to be put to a vote as well as a preliminary budget. The AGM Package will be finalized and sent to all owners next week following the same process currently used for the distribution of meeting minutes.

E.2 (Landscaping) Vegetation by Units 29-30 – The Landscaping Officer confirmed that the vegetation beyond the fence and along the ditch/stream is on our property and in need of control. The lawn mowing contractor will do the work.

E.3 (Maintenance) Painting Project – The Maintenance Officer reported that the painting contractor used last year will be coming in August to review the project for the upcoming fiscal year and provide quotes for the work.

Note: The Bylaw Officer left the meeting at this point.

F. New Business:

F.1 (Treasurer) Review of Finances – The financial results to the end of June (**attached**) were reviewed. The strata financial position is excellent

As a means to have an independent review of the Strata's financial affairs, the following motion was introduced:

MOVED: (Treasurer) To strike an annual Financial Review Committee. The committee shall be made up of two or three owners, who are not council members, whose duty it shall be to review the financial information of the strata. They shall review the budget, all bank statements and financial reports for the past fiscal year and prepare a written report for the strata. The Treasurer will serve as an ex officio member of the committee to facilitate the process.

SECONDED: (Treasurer)

CARRIED: 4 of 4

Council will ask for volunteers for this Committee at the AGM in August.

Bank Account – The Treasurer also reported having noticed that the interest gained in the Coast Capital Strata Checking account was much higher than the Coast Capital High Interest Savings account which held the CRF money not in GICs. Consequently, a second strata checking account was open at Coast Capital and all the Contingency Reserve Fund's cash was transfer to this new account.

F.2 (Landscaping) Fall irrigation system blowout – The Landscaping Officer confirmed that the arrangements for the compressor for the fall blowout project have been made. The Officer will be looking for a volunteer to coordinate the project as he will be away at that time.

Request and Undertaking for a heat pump – Council reviewed a request and Undertaking form submitted by Unit 13 for the installation of a heat pump.

MOVED: (Treasurer) To approved the Request and Undertaking from Unit 13 to install a heath pump once the signature of the neighbor across the street is obtained.

SECONDED: (Maintenance)

CARRIED: 4 of 4

Request and Undertaking for lattice installation – Council also reviewed a Request from Unit 4 to install lattice work below their deck.

MOVED: (Secretary) To approved the Request and Undertaking from Unit 4 to install lattice work below their deck.

SECONDED: (Landscaping)

CARRIED: 4 of 4

G. Date of next meeting: To be determined by the new Council after the AGM.

Adjourned at 13:15 hr.

Original Signed:

Larry Highcock, Chair

Michel de Bellefeuille, Secretary

Lighthouse Landing Estates VIS 5801

Strata Council Reports July 2019

Chair:

- Nothing to report.

Secretary:

Information:

- Concerning the registration of Unit 29 LCP with the Land Title Office:
 - Received note from the notary indicating latest efforts at registration had also failed.
 - The main reason is that the drawing does not meet the requirement standard for the Lands Title Office. Specifically:
 - The base plan is not that of the actual strata lot
 - Some dimensions missing (e.g., curve arc)
 - Notified Unit 29 of the latest developments.
- Sent out current job descriptions to all Council members
- AGM Preparations:
 - Drafted agenda
 - Drafted resolutions
 - Updated voter attendance sheet
 - Drafted cover letter
 - Did Secretary annual report

Correspondence Received:

- Received the water sample analysis report for June (**attached**)
- Received background information from Unit 24 concerning the Depreciation Report

Treasurer:

2019-2020 Budget: The draft budget for the upcoming AGM is attached, once we finalize it, I will create variations for the AGM including the Honorarium scenario and four versions of the monthly fees to correspond with the Honorarium and Entitlement motions.

Insurance Appraisals and Depreciation Reports: I have received three additional quotes for Insurance Appraisals and Depreciation Reports.

	Insurance Appraisals	Depreciation Reports	Combo of both discount
NORMAC	\$1275		
SUNCORP Valuations	\$1500	\$4600	
Jackson & Assoc	\$1400	\$3850	\$4750
Pacific Rim	\$1200	\$3680	\$4580

Income Tax: I have received on quote from an accounting company to do our annual income tax. It came in at \$850 + tax. I also have an appointment with a second company.

Financial Review Committee: The Treasurer will make a motion to strike an annual Financial Review Committee. The committee shall be made up of two or three owners, who are not council members, whose duty it shall be to review the financial information of the strata. They shall review the budget, all bank statements and financial reports for the past fiscal year and prepare a written report for the strata. The Treasurer will serve as an ex officio member of the committee to facilitate the process.

Monthly Financials: **attached.**

Website: The website has been updated with role and responsibility descriptions for all Council positions. Look for them under Community > Volunteers > Council.

Maintenance Officer:

- Sprinklers were repaired or adjusted for Unit# 12 and Unit# 9.
- Two irrigation repairs, unit# 27 and unit# 9 have been delayed due to an injury.
- The owner of unit #26 reported a water bill much higher than would be expected. When this was investigated it was found that the problem is probably in the irrigation system. The owner has turned off the water to the irrigation system until a repair can be made.

Landscaping Officer:

Information Items;

- The area at the back of units 29 & 30 had been reported overgrown. Jim's Mowing has cleaned up this area. Dan will look after this area in the future.
- Dan is setting his cutting higher with the weather getting warmer.
- A contractor has been hired to thin out some of the trees and brush up at the RV area. This is being done as a fire prevention measure. Ron Chamney is organizing a work party for July 20th.

Bylaw Officer:

- No item to report.



Your Project #: LIGHTHOUSE LANDING
Your C.O.C. #: G1326i87

Attention: Michel de Bellefeuille

The Owners, VIS 5801, Lighthouse Landing Estates
PO Box 87
Bowser, BC
Canada V0R 1G0

Report Date: 2019/07/03
Report #: R2747103
Version: 1 - Final

CERTIFICATE OF ANALYSIS

BV LABS JOB #: B950858

Received: 2019/06/26, 14:10

Sample Matrix: Waste Water
Samples Received: 2

Analyses	Quantity	Date	Date	Laboratory Method	Analytical Method
		Extracted	Analyzed		
Biochemical Oxygen Demand (1)	1	2019/06/28	2019/07/03	BBY6SOP-00045	SM 23 5210 B m
Fecal Coliform by membrane filtration (1)	1	N/A	2019/06/27	BBY4SOP-00001	SM 22 9222 m
Nitrate + Nitrite (N) (1)	1	N/A	2019/06/28	BBY6SOP-00010	SM 23 4500-NO3- I m
Nitrite (N) by CFA (1)	1	N/A	2019/06/28	BBY6SOP-00010	SM 23 4500-NO3- I m
Nitrogen - Nitrate (as N) (1)	1	N/A	2019/06/29	BBY WI-00033	Auto Calc
Total Phosphorus (2)	1	2019/07/02	2019/07/02	AB SOP-00024	SM 23 4500-P A,B,F m
Total Suspended Solids (NFR) (2)	1	2019/07/02	2019/07/02	AB SOP-00061	SM 23 2540 D m

Remarks:

Bureau Veritas Laboratories are accredited to ISO/IEC 17025 for specific parameters on scopes of accreditation. Unless otherwise noted, procedures used by BV Labs are based upon recognized Provincial, Federal or US method compendia such as CCME, MDDELCC, EPA, APHA.

All work recorded herein has been done in accordance with procedures and practices ordinarily exercised by professionals in BV Labs profession using accepted testing methodologies, quality assurance and quality control procedures (except where otherwise agreed by the client and BV Labs in writing). All data is in statistical control and has met quality control and method performance criteria unless otherwise noted. All method blanks are reported; unless indicated otherwise, associated sample data are not blank corrected. Where applicable, unless otherwise noted, Measurement Uncertainty has not been accounted for when stating conformity to the referenced standard.

BV Labs liability is limited to the actual cost of the requested analyses, unless otherwise agreed in writing. There is no other warranty expressed or implied. BV Labs has been retained to provide analysis of samples provided by the Client using the testing methodology referenced in this report. Interpretation and use of test results are the sole responsibility of the Client and are not within the scope of services provided by BV Labs, unless otherwise agreed in writing. BV Labs is not responsible for the accuracy or any data impacts, that result from the information provided by the customer or their agent.

Solid sample results, except biota, are based on dry weight unless otherwise indicated. Organic analyses are not recovery corrected except for isotope dilution methods.

Results relate to samples tested. When sampling is not conducted by BV Labs, results relate to the supplied samples tested.

This Certificate shall not be reproduced except in full, without the written approval of the laboratory.

Reference Method suffix "m" indicates test methods incorporate validated modifications from specific reference methods to improve performance.

* RPDs calculated using raw data. The rounding of final results may result in the apparent difference.

(1) This test was performed by BV Labs Vancouver

(2) This test was performed by BV Labs Calgary Environmental



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Encryption Key

Please direct all questions regarding this Certificate of Analysis to your Project Manager.
Customer Solutions, Western Canada Customer Experience Team
Email: customersolutionswest@bvlabs.com
Phone# (833) 282-5227

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This report has been generated and distributed using a secure automated process.

BV Labs has procedures in place to guard against improper use of the electronic signature and have the required "signatories", as per section 5.10.2 of ISO/IEC 17025:2005(E), signing the reports. For Service Group specific validation please refer to the Validation Signature Page.



BUREAU
VERITAS

BV Labs Job #: B950858
Report Date: 2019/07/03

The Owners, VIS 5801, Lighthouse Landing Estates
Client Project #: LIGHTHOUSE LANDING

RESULTS OF CHEMICAL ANALYSES OF WASTE WATER

BV Labs ID		VZ0505			VZ0506		
Sampling Date		2019/06/26 13:10			2019/06/26 13:35		
COC Number		G1326i87			G1326i87		
	UNITS	LIGHTHOUSE LANDING EFFLUENT	RDL	QC Batch	CURTAIN DRAIN B	RDL	QC Batch
ANIONS							
Nitrite (N)	mg/L				<0.0050	0.0050	9486850
Calculated Parameters							
Nitrate (N)	mg/L				0.039	0.020	9483153
Demand Parameters							
Biochemical Oxygen Demand	mg/L	4.7	2.0	9486487			
Misc. Inorganics							
Total Suspended Solids	mg/L	8.3	1.0	9488901			
Nutrients							
Total Phosphorus (P)	mg/L				<0.0030	0.0030	9489404
Nitrate plus Nitrite (N)	mg/L				0.039	0.020	9486846
RDL = Reportable Detection Limit							



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VERITAS

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Report Date: 2019/07/03

The Owners, VIS 5801, Lighthouse Landing Estates
Client Project #: LIGHTHOUSE LANDING

MICROBIOLOGY (WASTE WATER)

BV Labs ID		VZ0506		
Sampling Date		2019/06/26 13:35		
COC Number		G1326i87		
	UNITS	CURTAIN DRAIN B	RDL	QC Batch
Microbiological Param.				
Fecal Coliforms	CFU/100mL	<1	1	9485032
RDL = Reportable Detection Limit				



**BUREAU
VERITAS**

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Client Project #: LIGHTHOUSE LANDING

GENERAL COMMENTS

Results relate only to the items tested.



QUALITY ASSURANCE REPORT

QA/QC Batch	Init	QC Type	Parameter	Date Analyzed	Value	Recovery	UNITS	QC Limits
9486487	SXU	Spiked Blank	Biochemical Oxygen Demand	2019/07/03		93	%	85 - 115
9486487	SXU	Method Blank	Biochemical Oxygen Demand	2019/07/03	<2.0		mg/L	
9486487	SXU	RPD	Biochemical Oxygen Demand	2019/07/03	0.59		%	20
9486846	IC4	Matrix Spike	Nitrate plus Nitrite (N)	2019/06/28		97	%	80 - 120
9486846	IC4	Spiked Blank	Nitrate plus Nitrite (N)	2019/06/28		106	%	80 - 120
9486846	IC4	Method Blank	Nitrate plus Nitrite (N)	2019/06/28	<0.020		mg/L	
9486846	IC4	RPD	Nitrate plus Nitrite (N)	2019/06/28	NC		%	25
9486850	IC4	Matrix Spike	Nitrite (N)	2019/06/28		89	%	80 - 120
9486850	IC4	Spiked Blank	Nitrite (N)	2019/06/28		102	%	80 - 120
9486850	IC4	Method Blank	Nitrite (N)	2019/06/28	<0.0050		mg/L	
9486850	IC4	RPD	Nitrite (N)	2019/06/28	NC		%	20
9488901	AP1	Matrix Spike	Total Suspended Solids	2019/07/02		100	%	80 - 120
9488901	AP1	Spiked Blank	Total Suspended Solids	2019/07/02		96	%	80 - 120
9488901	AP1	Method Blank	Total Suspended Solids	2019/07/02	<1.0		mg/L	
9488901	AP1	RPD	Total Suspended Solids	2019/07/02	5.3		%	20
9489404	JLD	Matrix Spike	Total Phosphorus (P)	2019/07/02		100	%	80 - 120
9489404	JLD	QC Standard	Total Phosphorus (P)	2019/07/02		89	%	80 - 120
9489404	JLD	Spiked Blank	Total Phosphorus (P)	2019/07/02		94	%	80 - 120
9489404	JLD	Method Blank	Total Phosphorus (P)	2019/07/03	<0.0030		mg/L	
9489404	JLD	RPD	Total Phosphorus (P)	2019/07/02	1.2		%	20

Duplicate: Paired analysis of a separate portion of the same sample. Used to evaluate the variance in the measurement.

Matrix Spike: A sample to which a known amount of the analyte of interest has been added. Used to evaluate sample matrix interference.

QC Standard: A sample of known concentration prepared by an external agency under stringent conditions. Used as an independent check of method accuracy.

Spiked Blank: A blank matrix sample to which a known amount of the analyte, usually from a second source, has been added. Used to evaluate method accuracy.

Method Blank: A blank matrix containing all reagents used in the analytical procedure. Used to identify laboratory contamination.

NC (Duplicate RPD): The duplicate RPD was not calculated. The concentration in the sample and/or duplicate was too low to permit a reliable RPD calculation (absolute difference $\leq 2 \times \text{RDL}$).



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VALIDATION SIGNATURE PAGE

The analytical data and all QC contained in this report were reviewed and validated by the following individual(s).

Andy Lu, Ph.D., P.Chem., Scientific Specialist

Ghayasuddin Khan, M.Sc., P.Chem., QP, Scientific Specialist, Inorganics

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CHAIN OF CUSTODY RECORD

Page _____ of _____

G132687

Invoice Information				Report Information (if differs from Invoice)				Project Information				Turnaround Time (TAT) Required																																																																			
Company: <u>Lighthouse Landings</u>				Company: <u>Core Water Mgmt</u>				Quotation				☐ 5 - 7 Days Regular (Most analyses) PLEASE PROVIDE ADVANCE NOTICE FOR RUSH PROJECTS																																																																			
Contact Name: <u>VISS801</u>				Contact Name: <u>James McKen</u>				P.O. #/AF#:				☐ Same Day ☐ 1 Day ☐ 2 Days ☐ 3-4 Days ☐ Rush TAT (Surcharges will be applied)																																																																			
Address: <u>Michel de Bellefeuille</u>				Address: <u>Myriam Kache</u>				Project #:				Rush TAT (Surcharges will be applied)																																																																			
Phone/Fax: _____				Phone/Fax: <u>250-898-7137</u>				Site Location:				Date Required: _____ Rush Confirmation #: _____																																																																			
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Balance Sheet - LLE - As of 2019-06-30

(in Canadian Dollars) (Cash Basis)

2019-07-19

Page 1

Account	2019-06-30 Balance
ASSETS	
Cash and Bank Accounts	
OPERATING Chq	57,425.03
UBCU Membership Shares	35.94
UBCU Money Max	13.01
UBCU RV Fund	1,834.84
UBCU Savings	45.69
CCCU Member Shares	5.15
Petty Cash	200.00
TOTAL Cash and Bank Accounts	59,559.66
Other Assets	
CRF 003 GIC **7155	10,983.05
CRF 004 GIC **7171	10,983.05
CRF 005 GIC **7205	10,836.24
CRF 006 GIC **7130	21,500.05
CRF 007 GIC **7098	10,982.85
CRF 3YR Rising Rate GIC	20,000.00
CRF 5YR GIC	10,000.00
UBCU Septic Bond RESTRICTED	52,001.05
TOTAL Other Assets	147,286.29
TOTAL ASSETS	206,845.95
LIABILITIES & EQUITY	
LIABILITIES	0.00
EQUITY	206,845.95
TOTAL LIABILITIES & EQUITY	206,845.95

CRF report - LLE - As of 2019-07-19

(in Canadian Dollars)

2019-07-19

Page 1

Account	2019-07-19 Balance
Bank Accounts	
CRF Chequing	49,407.03
TOTAL Bank Accounts	49,407.03
Asset Accounts	
CRF 003 GIC **7155	10,983.05
CRF 004 GIC **7171	10,983.05
CRF 005 GIC **7205	10,982.89
CRF 006 GIC **7130	21,791.33
CRF 007 GIC **7098	10,982.85
CRF 3YR Rising Rate GIC	20,000.00
CRF 5YR GIC	10,000.00
TOTAL Asset Accounts	95,723.17
OVERALL TOTAL	145,130.20

Monthly Expenses - LLE - Last month
2019-06-01 through 2019-06-30 (in Canadian Dollars)

2019-07-19

Page 1

Category	2019-06-01- 2019-06-30
310 ADMIN	392.74
315 Bank Charges	50.00
320 Office expenses	89.99
322 General Admin	252.75
450 LANDSCAPING	2,692.80
455 Groundskeeping	2,692.80
460 IRRIGATION	614.84
461 Sprinkler maint. & parts	414.84
461 Sprinklers labour	200.00
500 UTILITIES	60.24
520 BC Hydro	60.24
700 WASTE WATER MANAGEMENT	2,595.02
701 Core Water	656.00
702 Lab Analysis	104.48
725 Treatment System	1,834.54
OVERALL TOTAL	6,355.64

Current Budget

2018-08-01 through 2019-06-30 Using WWM (in Canadian Dollars)

2019-07-19

Page 1

Category	Actual	2018 August Budget	Difference	Actual	2018 September Budget	Difference	Actual	2018 October Budget
EXPENSES	12,584.81	12,234.12	-350.69	5,112.77	7,464.58	2,351.81	11,533.37	11,830.69
300 CARRY FORWARD	7,659.50	7,659.50	0.00	0.00	0.00	0.00	6,994.97	6,994.97
310 ADMIN	793.63	793.63	0.00	841.76	841.76	0.00	705.88	705.88
315 Bank Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
320 Office expenses	235.16	235.16	0.00	316.76	316.76	0.00	12.99	12.99
322 General Admin	425.00	425.00	0.00	525.00	525.00	0.00	411.39	411.39
325 Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
330 VISOA	0.00	0.00	0.00	0.00	0.00	0.00	281.50	281.50
380 Operating Contingency	133.47	133.47	0.00	0.00	0.00	0.00	0.00	0.00
400 MAINTENANCE	129.19	129.19	0.00	276.36	276.36	0.00	454.72	454.72
405 Contractor work	0.00	0.00	0.00	0.00	0.00	0.00	449.40	449.40
410 Repairs Parts	29.19	29.19	0.00	76.36	76.36	0.00	5.32	5.32
415 Maint. Labour	100.00	100.00	0.00	200.00	200.00	0.00	0.00	0.00
417 Mileage for maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
420 Gutters	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
425 Snow Removal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
450 LANDSCAPING	2,640.01	2,640.01	0.00	2,868.21	2,868.21	0.00	2,690.87	2,690.87
451 - Landscaping general	0.00	0.00	0.00	228.20	228.20	0.00	50.86	50.86
455 Groundskeeping	2,640.01	2,640.01	0.00	2,640.01	2,640.01	0.00	2,640.01	2,640.01
460 IRRIGATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
461 Sprinkler maint. & parts	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
461 Sprinklers labour	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
463 Mileage for Irrigation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
465 Irrigation other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500 UTILITIES	130.54	130.54	0.00	137.00	137.00	0.00	0.00	0.00
510 Water	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
520 BC Hydro	130.54	130.54	0.00	137.00	137.00	0.00	0.00	0.00
700 WASTE WATER MANAGEMENT	1,231.94	881.25	-350.69	989.44	3,341.25	2,351.81	686.93	984.25
701 Core Water	656.25	656.25	0.00	656.25	656.25	0.00	0.00	656.25
702 Lab Analysis	338.10	100.00	-238.10	99.75	350.00	250.25	0.00	100.00
705 Septic Maint.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
720 Collection System	0.00	0.00	0.00	0.00	500.00	500.00	483.53	0.00
725 Treatment System	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
730 Disposal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
740 Communication & Control	237.59	125.00	-112.59	233.44	125.00	-108.44	0.00	125.00
750 Emergency power (generator)	0.00	0.00	0.00	0.00	210.00	210.00	0.00	0.00
760 Ministry of Environment	0.00	0.00	0.00	0.00	0.00	0.00	203.40	103.00
765 EOCP (every three years)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
770 Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Difference:	-12,584.81	-12,234.12	-350.69	-5,112.77	-7,464.58	2,351.81	-11,533.37	-11,830.69

Current Budget

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Category	Difference	2018 November Budget		Difference	2018 December Budget		Difference	Actual
		Actual	Budget		Actual	Budget		
EXPENSES	297.32	4,384.31	5,261.03	876.72	27,073.82	25,382.67	-1,691.15	3,361.76
300 CARRY FORWARD	0.00	542.00	542.00	0.00	0.00	0.00	0.00	0.00
310 ADMIN	0.00	32.21	32.21	0.00	18,788.76	18,788.76	0.00	0.00
315 Bank Charges	0.00	1.50	1.50	0.00	0.00	0.00	0.00	0.00
320 Office expenses	0.00	30.71	30.71	0.00	0.00	0.00	0.00	0.00
322 General Admin	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
325 Insurance	0.00	0.00	0.00	0.00	18,181.00	18,181.00	0.00	0.00
330 VISOA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
380 Operating Contingency	0.00	0.00	0.00	0.00	607.76	607.76	0.00	0.00
400 MAINTENANCE	0.00	418.64	418.64	0.00	2,195.65	2,195.65	0.00	51.63
405 Contractor work	0.00	0.00	0.00	0.00	150.15	150.15	0.00	0.00
410 Repairs Parts	0.00	332.64	332.64	0.00	0.00	0.00	0.00	51.63
415 Maint. Labour	0.00	50.00	50.00	0.00	0.00	0.00	0.00	0.00
417 Mileage for maintenance	0.00	36.00	36.00	0.00	0.00	0.00	0.00	0.00
420 Gutters	0.00	0.00	0.00	0.00	2,045.50	2,045.50	0.00	0.00
425 Snow Removal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
450 LANDSCAPING	0.00	2,640.01	2,640.01	0.00	2,640.01	2,640.01	0.00	2,692.80
451 - Landscaping general	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
455 Groundskeeping	0.00	2,640.01	2,640.01	0.00	2,640.01	2,640.01	0.00	2,692.80
460 IRRIGATION	0.00	272.92	272.92	0.00	0.00	0.00	0.00	207.00
461 Sprinkler maint. & parts	0.00	221.97	221.97	0.00	0.00	0.00	0.00	0.00
461 Sprinklers labour	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
463 Mileage for Irrigation	0.00	50.95	50.95	0.00	0.00	0.00	0.00	0.00
465 Irrigation other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	207.00
500 UTILITIES	0.00	474.00	474.00	0.00	129.00	129.00	0.00	246.00
510 Water	0.00	337.00	337.00	0.00	0.00	0.00	0.00	117.00
520 BC Hydro	0.00	137.00	137.00	0.00	129.00	129.00	0.00	129.00
700 WASTE WATER MANAGEMENT	297.32	4.53	881.25	876.72	3,320.40	1,629.25	-1,691.15	164.33
701 Core Water	656.25	0.00	656.25	656.25	1,968.75	656.25	-1,312.50	0.00
702 Lab Analysis	100.00	0.00	100.00	100.00	853.65	350.00	-503.65	0.00
705 Septic Maint.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
720 Collection System	-483.53	0.00	0.00	0.00	0.00	0.00	0.00	0.00
725 Treatment System	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
730 Disposal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
740 Communication & Control	125.00	4.53	125.00	120.47	0.00	125.00	125.00	1.97
750 Emergency power (generator)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	162.36
760 Ministry of Environment	-100.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00
765 EOCP (every three years)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
770 Insurance	0.00	0.00	0.00	0.00	498.00	498.00	0.00	0.00
Net Difference:	297.32	-4,384.31	-5,261.03	876.72	-27,073.82	-25,382.67	-1,691.15	-3,361.76

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Category	2019 January Budget	Difference	Actual	2019 February Budget	Difference	Actual	2019 March Budget	Difference
EXPENSES	9,078.68	5,716.92	5,625.63	5,485.24	-140.39	3,562.39	4,003.05	440.66
300 CARRY FORWARD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
310 ADMIN	0.00	0.00	268.56	268.56	0.00	50.00	50.00	0.00
315 Bank Charges	0.00	0.00	3.00	3.00	0.00	50.00	50.00	0.00
320 Office expenses	0.00	0.00	85.56	85.56	0.00	0.00	0.00	0.00
322 General Admin	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
325 Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
330 VISOA	0.00	0.00	180.00	180.00	0.00	0.00	0.00	0.00
380 Operating Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
400 MAINTENANCE	51.63	0.00	1,513.63	1,513.63	0.00	0.00	0.00	0.00
405 Contractor work	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
410 Repairs Parts	51.63	0.00	0.00	0.00	0.00	0.00	0.00	0.00
415 Maint. Labour	0.00	0.00	12.13	12.13	0.00	0.00	0.00	0.00
417 Mileage for maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
420 Gutters	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
425 Snow Removal	0.00	0.00	1,501.50	1,501.50	0.00	0.00	0.00	0.00
450 LANDSCAPING	2,692.80	0.00	2,692.80	2,692.80	0.00	2,692.80	2,692.80	0.00
451 - Landscaping general	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
455 Groundskeeping	2,692.80	0.00	2,692.80	2,692.80	0.00	2,692.80	2,692.80	0.00
460 IRRIGATION	207.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
461 Sprinkler maint. & parts	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
461 Sprinklers labour	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
463 Mileage for Irrigation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
465 Irrigation other	207.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500 UTILITIES	246.00	0.00	129.00	129.00	0.00	129.00	129.00	0.00
510 Water	117.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
520 BC Hydro	129.00	0.00	129.00	129.00	0.00	129.00	129.00	0.00
700 WASTE WATER MANAGEMENT	5,881.25	5,716.92	1,021.64	881.25	-140.39	690.59	1,131.25	440.66
701 Core Water	656.25	656.25	656.25	656.25	0.00	656.25	656.25	0.00
702 Lab Analysis	100.00	100.00	104.48	100.00	-4.48	0.00	350.00	350.00
705 Septic Maint.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
720 Collection System	0.00	0.00	72.07	0.00	-72.07	0.00	0.00	0.00
725 Treatment System	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
730 Disposal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
740 Communication & Control	125.00	123.03	153.24	125.00	-28.24	34.34	125.00	90.66
750 Emergency power (generator)	0.00	-162.36	35.60	0.00	-35.60	0.00	0.00	0.00
760 Ministry of Environment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
765 EOCP (every three years)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
770 Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Difference:	-9,078.68	5,716.92	-5,625.63	-5,485.24	-140.39	-3,562.39	-4,003.05	440.66

Current Budget

2018-08-01 through 2019-06-30 Using WWM (in Canadian Dollars)

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Category	Actual	2019 April Budget	Difference	Actual	2019 May Budget	Difference	Actual	2019 June Budget
EXPENSES	5,087.17	4,499.26	-587.91	3,893.63	4,434.37	540.74	6,355.64	6,726.41
300 CARRY FORWARD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
310 ADMIN	585.47	585.47	0.00	51.50	51.50	0.00	392.74	392.74
315 Bank Charges	50.00	50.00	0.00	51.50	51.50	0.00	50.00	50.00
320 Office expenses	0.00	0.00	0.00	0.00	0.00	0.00	89.99	89.99
322 General Admin	0.00	0.00	0.00	0.00	0.00	0.00	252.75	252.75
325 Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
330 VISOA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
380 Operating Contingency	535.47	535.47	0.00	0.00	0.00	0.00	0.00	0.00
400 MAINTENANCE	67.79	67.79	0.00	110.97	110.97	0.00	0.00	0.00
405 Contractor work	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
410 Repairs Parts	67.79	67.79	0.00	88.47	88.47	0.00	0.00	0.00
415 Maint. Labour	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
417 Mileage for maintenance	0.00	0.00	0.00	22.50	22.50	0.00	0.00	0.00
420 Gutters	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
425 Snow Removal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
450 LANDSCAPING	2,692.80	2,692.80	0.00	2,692.80	2,692.80	0.00	2,692.80	2,692.80
451 - Landscaping general	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
455 Groundskeeping	2,692.80	2,692.80	0.00	2,692.80	2,692.80	0.00	2,692.80	2,692.80
460 IRRIGATION	0.00	0.00	0.00	496.60	496.60	0.00	614.84	614.84
461 Sprinkler maint. & parts	0.00	0.00	0.00	190.60	190.60	0.00	414.84	414.84
461 Sprinklers labour	0.00	0.00	0.00	300.00	300.00	0.00	200.00	200.00
463 Mileage for Irrigation	0.00	0.00	0.00	6.00	6.00	0.00	0.00	0.00
465 Irrigation other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500 UTILITIES	246.00	246.00	0.00	129.00	129.00	0.00	60.24	60.24
510 Water	117.00	117.00	0.00	0.00	0.00	0.00	0.00	0.00
520 BC Hydro	129.00	129.00	0.00	129.00	129.00	0.00	60.24	60.24
700 WASTE WATER MANAGEMENT	1,495.11	907.20	-587.91	412.76	953.50	540.74	2,595.02	2,965.79
701 Core Water	656.25	656.25	0.00	0.00	656.25	656.25	656.00	656.25
702 Lab Analysis	395.01	100.00	-295.01	308.71	100.00	-208.71	104.48	350.00
705 Septic Maint.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
720 Collection System	417.90	0.00	-417.90	0.00	0.00	0.00	0.00	0.00
725 Treatment System	25.95	25.95	0.00	72.25	72.25	0.00	1,834.54	1,834.54
730 Disposal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
740 Communication & Control	0.00	125.00	125.00	31.80	125.00	93.20	0.00	125.00
750 Emergency power (generator)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
760 Ministry of Environment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
765 EOCP (every three years)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
770 Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Difference:	-5,087.17	-4,499.26	-587.91	-3,893.63	-4,434.37	540.74	-6,355.64	-6,726.41

Current Budget

2018-08-01 through 2019-06-30 Using WWM (in Canadian Dollars)

Category	Difference	2018-08-01 Actual	- Budget	2019-06-30 Difference
EXPENSES	370.77	88,575.30	96,400.10	7,824.80
300 CARRY FORWARD	0.00	15,196.47	15,196.47	0.00
310 ADMIN	0.00	22,510.51	22,510.51	0.00
315 Bank Charges	0.00	206.00	206.00	0.00
320 Office expenses	0.00	771.17	771.17	0.00
322 General Admin	0.00	1,614.14	1,614.14	0.00
325 Insurance	0.00	18,181.00	18,181.00	0.00
330 VISOA	0.00	461.50	461.50	0.00
380 Operating Contingency	0.00	1,276.70	1,276.70	0.00
400 MAINTENANCE	0.00	5,218.58	5,218.58	0.00
405 Contractor work	0.00	599.55	599.55	0.00
410 Repairs Parts	0.00	651.40	651.40	0.00
415 Maint. Labour	0.00	362.13	362.13	0.00
417 Mileage for maintenance	0.00	58.50	58.50	0.00
420 Gutters	0.00	2,045.50	2,045.50	0.00
425 Snow Removal	0.00	1,501.50	1,501.50	0.00
450 LANDSCAPING	0.00	29,635.91	29,635.91	0.00
451 - Landscaping general	0.00	279.06	279.06	0.00
455 Groundskeeping	0.00	29,356.85	29,356.85	0.00
460 IRRIGATION	0.00	1,591.36	1,591.36	0.00
461 Sprinkler maint. & parts	0.00	827.41	827.41	0.00
461 Sprinklers labour	0.00	500.00	500.00	0.00
463 Mileage for Irrigation	0.00	56.95	56.95	0.00
465 Irrigation other	0.00	207.00	207.00	0.00
500 UTILITIES	0.00	1,809.78	1,809.78	0.00
510 Water	0.00	571.00	571.00	0.00
520 BC Hydro	0.00	1,238.78	1,238.78	0.00
700 WASTE WATER MANAGEMENT	370.77	12,612.69	20,437.49	7,824.80
701 Core Water	0.25	5,906.00	7,218.75	1,312.75
702 Lab Analysis	245.52	2,204.18	2,100.00	-104.18
705 Septic Maint.	0.00	0.00	0.00	0.00
720 Collection System	0.00	973.50	500.00	-473.50
725 Treatment System	0.00	1,932.74	1,932.74	0.00
730 Disposal	0.00	0.00	0.00	0.00
740 Communication & Control	125.00	696.91	1,375.00	678.09
750 Emergency power (generator)	0.00	197.96	210.00	12.04
760 Ministry of Environment	0.00	203.40	103.00	-100.40
765 EOCP (every three years)	0.00	0.00	0.00	0.00
770 Insurance	0.00	498.00	498.00	0.00
Net Difference:	370.77	-88,575.30	-96,400.10	7,824.80