



The Owners Strata Plan VIS 5801

AGM - 2019

Dear Owners:

The 2019 AGM for the Lighthouse Landing Estates strata corporation is scheduled for Wednesday August 21, 2019 and will again be held at the Bowser Legion Hall in Bowser. **Registrations at 6:00 pm and Call to Order at 6:30 pm.**

Please review in detail the AGM Information Package provided to ensure the meeting runs as effectively as possible.

If you are an Owner but unable to attend please remember to complete and sign the **Proxy Sheet(s) provided at the end of this package** - so that your proxy may legally vote on your behalf. This is particularly important this AGM as one of the proposed resolutions requires 100% of owners support to pass. Remind your Proxy that they must have your signed Proxy certified at the Certification Table near the entrance before a Voting Card and Ballots are provided. Your Proxy is required by law to bring government photo identification with them.

Owners must present themselves to the Certification Table (Donna de Bellefeuille & Brenda Patchett) to be issued with Voting Cards and Ballots.

Questions before the AGM may be directed to our Chair, Larry Highcock by phone at 250-757-8612 or by electronic mail at chair@vis5801.ca no later than August 15, 2019. Council will take the opportunity to research any questions and respond to you before or at the AGM.

Concerning the election of Council for the 2019 – 2020 term, the following individuals have volunteered to let their name stand for the indicated positions:

Larry Highcock	Chair
Robert Mathieson	Maintenance
Suzan Chamney	Treasurer
Keith Patchett	Landscape Officer

Depending on the outcome of the vote on the proposed bylaw change regarding the composition of the Strata Council, the positions in need of filling are: Vice-Chair or Vice Chair/Bylaw Officer; Secretary; Bylaw Officer or Waste Water Management Committee Representative. Please consider putting forward your name for those or any other positions. Nominations for council may be sent to our Chair, Larry Highcock at the coordinates shown above.

See you all at the meeting!



AGENDA ANNUAL GENERAL MEETING

The Owners Strata Plan VIS 5801

2019 08 21 at Bowser Legion Hall

Registration opens at 18:00 hours

Meeting start at 18:30 hours

A. Call to Order & Establish Chair

Motion: to recognize the Landscaping Officer as Chair of the AGM.

B. Call the Roll; Certify Proxies; Issue Voting Cards and Voting Method; Establish Quorum

MOTION: to hold secret ballot votes for the proposed Honorarium for Strata Council (H.1) and for the proposed Changes to the funding of Operational Costs (H.2) and hold count of card votes for all other items.

C. Filing Proof of Notice of Meeting (Secretary)

D. Approval of Agenda (Chair)

MOTION: to adopt the agenda of Annual General Meeting of 2019 08 21 as circulated.

E. Approval of Minutes (Chair)

MOTION: to adopt the minutes of Annual General Meeting held 2018 08 28 as circulated.

F. Unfinished business arising from the minutes of past AGM meetings (Chair):

The following represent the unfinished business items identified from previous minutes.

F. 1 Unit 29 Indemnity & Alteration Agreement (Secretary)

F. 2 Honorarium for Strata Council (Treasurer)

F. 3 Proposed Changes to Formula for Fee Collection (Treasurer)

G. Reports (per AGM package):

G. 1 Chair

G. 2 Treasurer

MOTION: to adopt the Financial Results for 2018/2019 as presented.

G. 3 Maintenance
G. 4 Landscape
G. 5 Bylaws
G. 6 Secretary
Insurance Report
Waste Water Management Committee Report
RV Storage

H. Special Resolutions:

H. 1 Honorarium for Strata Council
H. 2 Adoption of Option 3 for funding Operation Costs
H. 3 Changes to Strata Council composition Bylaw
H. 4 Amendments to the rules for FireSmart guidelines

I. Appreciation (Chair)

J. 2019/2020 Budget (Treasurer)

J.1 Proposed 2019/2020 budget.

K. New Business:

K. 1 Create a long-term vision for the RV Storage Area (Landscaping)

L. Elections of Strata Council 2019-2020:

Section 13 (1) of our Bylaws require the election of Chair, Vice-Chair, Secretary, Treasurer, Maintenance Officer, Landscaping Officer and Bylaws Officer to Strata Council at each Annual General Meeting. This will remain unchanged unless Special Resolution H 3 is passed.

Currently, nominees offering to let their names stand for Council positions are:
Larry Hichcock (Chair); Bob Mathieson (Maintenance); Suzan Chamney (Treasurer); and Keith Patchett (Landscaping).

Position remaining vacant:

- Vice-Chair
- Secretary
- Bylaws or Waste Water Management Committee Representative

M. Adjournment



MINUTES – ANNUAL GENERAL MEETING

Tuesday August 28, 2018 Bowser Legion Hall

Present: Strata Lot #1 Strata Lot #2 Strata Lot #5 Strata Lot #6 Strata Lot #8
Strata Lot #11 Strata Lot #13 Strata Lot #14 Strata Lot #15 Strata Lot #16
Strata Lot #20 Strata Lot #21 Strata Lot #22 Strata Lot #23 Strata Lot #24
Strata Lot #26 Strata Lot #27 Strata Lot #30

By Proxy: Strata Lot #3 Strata Lot #7 Strata Lot #9 Strata Lot #12 Strata Lot #17
Strata Lot #25 Strata Lot #28 Strata Lot #29

Apologies: Strata Lot #4 Strata Lot #10 Strata Lot #18 Strata Lot #19

A. Meeting called to Order at 6:33 pm and Strata Council Chair established as Chair of AGM

MOVED: (#24) to recognize the Strata Council Chair as Chair of the AGM.

SECONDED: (#1)

CARRIED: 26 of 26

B. Call the Roll; Certified Proxies; Issue of Voting Cards and Voting Method; Establish Quorum

Duly signed Attendance Sheet and Certified Proxy Sheets verified to certify;

Owners in Attendance: 18 Proxies Confirmed: 8 Total: Owners Represented: 26

Quorum minimum is 30/3 or 10 Owners Represented therefore quorum is established.

Assuming no abstained vote: $\frac{3}{4}$ vote is 20

Majority vote is 14

MOVED: (#2) to hold secret ballot votes for the proposed Occupancy Bylaw (H.6), for the proposed Short-term Occupancy Bylaw (H.7a and H.7b) and for the proposed amendment on Guest RV Parking bylaw (H.8) and hold count of card votes for all other items.

SECONDED: (#16)

CARRIED: 26 of 26

C. Filing Proof of Notice

Proof of notice **attached**.

D. Approval of Agenda

MOVED: (#27) to adopt the Agenda of Annual General Meeting of 2018 08 28 as circulated.

SECONDED: (#16)

CARRIED: 26 of 26

E. Approval of Minutes

MOVED: (#2) to adopt the Minutes of Annual General Meeting held 2017 08 21 as circulated.

SECONDED: (#26)

CARRIED: 26 of 26

F. Unfinished Business arising from the Minutes of past AGM Meetings:

There were no unfinished business items identified from previous minutes.

G. Reports

G.1 Chair report (per AGM Package) – No questions

G.2 Vice-Chair / Maintenance report (per AGM package) – No questions

G.3 Treasurer report – Updated financial results to the end of June 2018 were presented and discussed (per AGM Package). The Treasurer indicated that her projections show the Strata Corporation would be on budget with a small surplus for the fiscal year. There are still outstanding bills to come but they would be accrued. She also emphasized the need to raise the fees associated with the Contingency Reserve Fund (CRF) to stay aligned with the Depreciation Report. Once all bills have been paid, any surplus will be transferred to the CRF.

MOVED: (#21) to adopt the Financial Results for 2017/2018 as presented.

SECONDED: (#27)

CARRIED: 26 of 26

G.4 Landscape (per AGM Package) – No questions

G.5 Bylaws (per AGM Package) – No questions

G.6 Secretary (per AGM Package) – No questions

Insurance Report (per AGM Package) – The Treasurer explained how the deductible for earthquake damages became the main reason for changing insurer. She also highlighted the fact that many insurance companies also offered coverage for that deductible to individual owners' policies at a minor cost.

Septic System Report (per AGM Package) – A question was raised regarding the results of the camera inspection of the storm drain system and what plans were being drafted to deal with the leakage detected. It was pointed out that repairs would be very difficult and that no plan had been devised yet.

RV Parking Report (per AGM Package) – A point was made regarding the need to keep moneys collected from the users of the storage area separate from the regular fees collected by strata in order to maintain the non-profit organization status. The RV Parking Committee will review their current practices in this regard.

H. Special Resolutions:

The voting results for the special resolutions introduced including various motions to adjust wording were as follows:

H.1 **BE IT RESOLVED** by a $\frac{3}{4}$ vote that The Owners, Strata Plan No. VIS 5801 approve the *Indemnity and Alteration Agreement* submitted by Unit #29 requesting the construction of a concrete extensions to their patio and on sides of driveway as per submitted drawings changing from common property to limited common property, and to register such change with the Land Title Registry at the owner's cost.

Resolution H.1 In Favour: 25 Against: 0 Decision: CARRIED

H.2 **BE IT RESOLVED** by a $\frac{3}{4}$ vote that The Owners, Strata Plan No. VIS 5801 approve the following amendment to the resolution I.6 passed at the August 24, 2015 AGM:

The Owners Strata Plan VIS5801 approves that the contingency portion of the Operating fund be ***no more than*** 10% of the remainder of the operating fund of the current Budget.

Resolution H.2 In Favour: 25 Against: 0 Decision: CARRIED

H.3 **BE IT RESOLVED** by a $\frac{3}{4}$ vote that The Owners, Strata Plan No. VIS 5801 approve the cancellation and removal of resolution I.7 (below) passed at the August 24, 2015 AGM:

The Owners Strata Plan VIS5801 approves that any moneys designated as contingency not used by the end of a budget period be transferred to the Contingency Reserve Fund.

Resolution H.3 In Favour: 25 Against: 0 Decision: CARRIED

H.4 **BE IT RESOLVED** by a $\frac{3}{4}$ vote that The Owners, Strata Plan No. VIS 5801 approve the cancellation and removal of resolution I.13 (below) passed at the August 29, 2016 AGM.

Any surplus money remaining in the operating budget at the end of the fiscal year, shall be transferred to the Contingency Reserve Fund.

Resolution H.4 In Favour: 25 Against: 0 Decision: CARRIED

H.5 **BE IT RESOLVED** by a $\frac{3}{4}$ vote that The Owners, Strata Plan No. VIS 5801 approve the termination of its contract with Bayview Strata Services with a two months written notice.

Resolution H.5 In Favour: 25 Against: 1 Decision: CARRIED

The following motion was introduced to adjust the wording of resolution H6:

MOVED: (#14) to replace “*Family Member*” with “*Relative*”.

SECONDED: (#24)

CARRIED: 25 of 25

H.6 **BE IT RESOLVED** by a $\frac{3}{4}$ vote that The Owners, Strata Plan No. VIS 5801 approve the addition of the Bylaw 41 below to the Consolidated Bylaws The Owners, Strata Plan No. VIS 5801:

41 Occupancy Bylaw:

Definitions: *For the purposes of this bylaw:*

“Relative” means a spouse, a parent, a grand-parent, a child, a grand-child or a sibling of the owner and/or a parent, a grand-parent, a child, a grand-child or a sibling of the spouse of the owner.

The occupancy of a strata lot while the owner is not in residence for any period of less than one month (31 days) by any occupant other than a relative of the owner is prohibited.

Resolution H.6 In Favour: 26 Against: 0 Decision: CARRIED

The following motions were introduced to adjust the wording of resolution H7a:

MOVED: (#8) in the definition of “Short-Term Occupancy” to change the upper limit from 6 to 4 months.

SECONDED: (#27)

CARRIED: 26 of 26

MOVED: (#27) to replace “Family Member” with “Relative”.

SECONDED: (#24)

CARRIED: 26 of 26

H7a. **BE IT RESOLVED** by a $\frac{3}{4}$ vote that The Owners, Strata Plan No. VIS 5801 approve the addition of the Bylaw 42 below to the Consolidated Bylaws The Owners, Strata Plan No. VIS 5801:

42 Short-Term Occupancy Bylaw:

Definitions: *For the purposes of this bylaw:*

“Short Term Occupancy” will be defined as the occupancy of a strata lot, for a period of between 1 to 4 months, by a Short-Term Occupant.

“Short Term Occupant” means a person, other than an owner, who occupies a strata lot without the owner also occupying the strata lot.

“Relative” means a spouse, a parent, a grand-parent, a child, a grand-child or a sibling of the owner and/or a parent, a grand-parent, a child, a grand-child or a sibling of the spouse of the owner.

42 (1) Prohibition

The short-term occupancy of a strata lot by any short-term occupant other than the owner or a relative of the owner is prohibited.

Resolution H.7a In Favour: 11 Against: 15 Decision: DEFEATED



The following motion was introduced to adjust the wording of resolution H7b:

MOVED: (#14) to move section 41 (5) (b) into a new section entitled “*Remedies*”; to make the Application Form an Addendum of the Bylaws and on the form replace “*Rental Period*” with “*Occupancy Period*”.

SECONDED: (#21)

CARRIED: 26 of 26

H.7b **BE IT RESOLVED** by a $\frac{3}{4}$ vote that The Owners, Strata Plan No. VIS 5801 approve the addition of Bylaw 42 Short-term Occupancy to the Consolidated Bylaws The Owners, Strata Plan No. VIS 5801:

42 SHORT-TERM OCCUPANCY BYLAW

Definitions: For the purposes of this bylaw:

“Short-Term Occupancy” will be defined as the occupancy of a strata lot, for a period of between 1 to 4 months, by a Short-Term Occupant.

“Short-Term Occupant” means a person, other than an owner or a tenant, who occupies a strata lot without the owner or tenant also occupying the strata lot.

“Family Member” means a spouse of the owner, a parent or child of the owner, or a parent or child of the spouse of the owner.

41 (1) Restriction on Occupancy

An owner shall not permit a Short-Term Occupant to occupy their strata lot without the prior written permission of the strata corporation.

41 (2) Limitations

A Short-Term Occupancy of a strata lot shall be subject to the following conditions:

- (a) There shall be a maximum of 4 occupants, including children,
- (b) Owners must provide the strata council with a way to be contacted in their absence
- (c) There will be a maximum of 5 active Short-Term Occupancies at any one time
- (d) Each strata lot shall be permitted only one Short-Term Occupancy in a 12-month period

41 (3) Procedure by Owner

An owner who wishes to have a Short-Term Occupant staying at their strata lot shall:

- (a) apply in writing, using the Short-Term Occupancy Application, to the strata council for permission
- (b) confirm they have provided the prospective Short-Term Occupant with the current Bylaws, Rules, Care of Septic System documents and a copy of the Short-Term Occupancy Application
- (c) provide the strata council with the Short-Term Occupancy Application signed by the prospective Short-Term Occupant;
- (d) provide confirmation that they have in place an owner’s insurance policy;

41 (4) Procedure by Strata Council

The strata council, upon receiving a Short-Term Occupancy Application, from an owner shall:

- (a) Respond in writing to the owner within fourteen (14) days from the date of receipt of the Short-Term Occupancy Application stating its decision to approve or reject the request
- (b) deal with each Application on a “first come-first served basis” in the order received, and, place the application on a waiting list for future consideration if there are more than 5 active Short-Term Occupancies.

41 (5) **Bylaw Exemption** – Family or Family Member

(a) These bylaws do not apply to prevent the Short-Term Occupancy of a strata lot by a Family Member of the owner.

41 (6) **Remedies**

An owner who allows a Short-Term Occupant in contravention of bylaw 41 (2) Limitations shall be subject to a fine in the amount of \$200.00 or such higher fine as may be permitted by the Strata Property Regulation 7.1 from time to time, for each seven (7) day period that the owner of the strata lot is in contravention of these bylaws.

DRAFT

LIGHT HOUSE LANDING ESTATES SHORT-TERM OCCUPANCY APPLICATION (Addendum #5)

Lighthouse Landing Estates Strata Plan No. VIS 5801 Strata Lot ____ 5300 Gainsberg Road Bowser BC
V0R1G0

Names of Occupants (Please Print) _____

Phone Number(s) of Occupant - Main Contact _____

Email: _____

Occupancy Period commencing _____ [month, day, year] Ending _____ [month, day, year]

1) Short Term Occupants in Strata VIS 5801 must comply with the Bylaws and Rules of the Strata Corporation. Current Bylaws and Rules attached. Also attached is a document regarding the Care of the Septic System.

2) The current bylaws and rules may be changed by the strata corporation, and if they are changed, the occupant must comply with the changed bylaws and rules.

3) If an occupant of the strata lot, or a person visiting the occupant or admitted by the occupant for any reason, contravenes a bylaw or rule, the occupant is responsible and may be subject to penalties, including fines, and if the strata corporation incurs costs for remedying a contravention, payment of those costs.

4) Strata Corporation VIS 5801 Ltd. is not responsible for any illness, accidents, damages, death, theft, costs or injury that occurs while on the property.

5) The Property Owner and Strata Corporation VIS 5801 Ltd. are not responsible for the loss of personal belongings or valuables of the occupant. By accepting this occupancy agreement, all occupants and others whom they invite to the unit and/or building area and its facilities are expressly assuming the risk of any harm arising from their use of the unit and building and facilities, and the occupant releases the Property Owner and Strata Corporation VIS 5801 Ltd. from any claims, loss, damages, and indemnifies and saves them each harmless from and against all claims, damages, actions or expenses suffered by or occurring to the Property Owner and/or Strata Corporation VIS 5801 Ltd in connection with the foregoing.

Date: _____ [month day, year].

Signature of Owner/s

Signature of Occupant/s

Strata Council Approved: Date _____

Signatures of Strata Council Members (2 required)

Resolution H.7b In Favour: 21 Against: 5 Decision: CARRIED

The following motion was introduced to adjust the wording of resolution H8:

MOVED: (#21) to end the second sentence after “72 hours” and replace the rest of the paragraph with “*Extensions and exceptions must receive prior approval from Council*”.

SECONDED: (#27)

CARRIED: 26 of 26

H.8 **BE IT RESOLVED** by a $\frac{3}{4}$ vote that The Owners, Strata Plan No. VIS 5801 approve the following amendments to Section **34 Parking & Motor Vehicles**, of the Consolidated Bylaws The Owners, Strata Plan No. VIS 5801:

Adding the word “*storage*” to section 34(1)(e) as follows:

(e) Limited RV ***storage*** parking is available on a “first come – first serve basis” near the upper pond with the prior written approval of the strata council.

And replacing the current section 34(2)(d) “*No guest recreational vehicle parking is permitted within the strata.*” With the following:

Guest Recreational Vehicle parking can only be in the driveway of the unit being visited if it can be done safely. Guest Recreational Vehicle parking is limited to a maximum of 72 hours. Extensions and exceptions must receive prior approval from Council

Resolution H.8 In Favour: 17 Against: 9 Decision: DEFEATED

The following motion was introduced to adjust the wording of resolution H9:

MOVED: (#8) to replace the second sentence with “*Draining hot tubs through septic system or the storm water system is strictly prohibited*”.

SECONDED: (#14)

CARRIED: 25 of 25

H.9 **BE IT RESOLVED** by a majority vote that The Owners, Strata Plan No. VIS 5801 approve the following addition to Lighthouse Landing Estates Rules:

Hot Tub Rules:

The installation of a hot tub on a deck is prohibited.

Draining hot tubs through the septic system or the storm water system is strictly prohibited.

Tub water can be used to water lawns and flower beds once at least 5 days have elapsed with the lid open to allow for the chemicals to vent out.

Resolution H.9 In Favour: 26 Against: 0 Decision: CARRIED

H.10 **BE IT RESOLVED** by a majority vote that The Owners, Strata Plan No. VIS 5801 approve the following addition to Lighthouse Landing Estates Rules, Addendum #2:

13. RV park users will be required to pay a \$50 per year “User Fee” payable Sept 1st every year. This money will be used for maintenance and betterment of the RV parking area. *The utility trailer owned by the strata corporation is exempted from all fees.*

Resolution H.10 In Favour: 26 Against: 0 Decision: CARRIED

I. Appreciation:

The Chair presented small gifts of appreciation for services rendered to members of the current Council and the departing lead in the RV Parking Committee. The Chair also acknowledged the contributions of the septic committee, as well as all those who volunteered throughout the year.

J. 2018/2019 Budget:

Consistent with resolution H5 that approved the termination of the contract with Bayview Strata Services, The Treasurer presented and reviewed the “*Self-managed budget option*” proposed and strata fee schedule for 2018/2019 fiscal year (**attached**). It included the planned project to be financed by the Contingency Reserve Fund.

J.1 **BE IT RESOLVED** by a $\frac{3}{4}$ vote that The Owners, Strata Plan No. VIS 5801 approve the self-managed option of the 2018/2019 budget as circulated including the identified planned expenditure from the Contingency Reserve Fund.

Resolution J.1 In Favour: 23 Against: 0 Decision: CARRIED

K. New Business:

K.1 Compensation for Strata Council Members: The Chair and the Treasurer explained that to encourage participation and recognize the time commitment made by Council members, a committee would be struck that would investigate options in this regard. The open discussion that ensued indicated that the volunteers in various project also could and should be included in the scope of such investigation.

K.2 Proposed Changes to Formula for Fee Collection: The Chair indicated the new Council would look at ways to make the collection of fees fairer. It was recognized that changes to the way entitlement is calculated are difficult and require a unanimous vote by the owners.

L. Election of Council:

The following candidates were nominated and elected by unanimous vote and will assume the positions indicated:

Chair – Larry Highcock (Strata Lot #17)
Vice-Chair – Cheryl McClelland (Strata Lot #25)
Treasurer – Suzan Chamney (Strata Lot #21)
Secretary – Michel de Bellefeuille (Strata Lot #2)
Maintenance – Robert Mathieson (Strata Lot #27)
Bylaws – Marilyn Seaman (Strata Lot #1)
Landscaping – Keith Patchett (Strata Lot #13)

M. Adjourned at 10:01 pm.

Original Signed:

Larry Highcock, Chair

Michel de Bellefeuille, Secretary

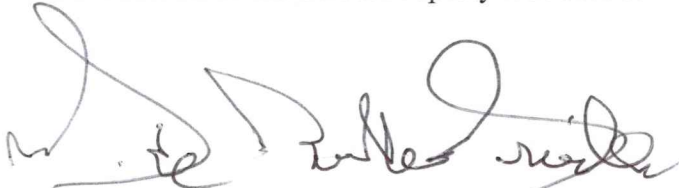
2018 (VIS 5801) AGM - Proof of Notice

I certify that I did provide a Notice of Annual General Meeting to The Owners, VIS 5801 by email on 2018.AUG.6 before 12:00 hr.

The Notice contained:

1. A description of the matters that would be voted upon including the proposed wording of all resolutions. This includes the resolutions that require 3/4 vote or unanimous vote.
2. The most recent Financial Statement for 2017/2018 as well as the 2018/2019 proposed Budget which includes the Strata Fee Payments as per Section 103 Strata Property Act of BC.
3. An order of business in the form of an Agenda.

I therefore certify that this Notice was provided to The Owners, VIS 5801, in accordance with Section 45 of the Strata Property Act of BC.

A handwritten signature in dark ink, appearing to read 'M. de Bellefeuille', is written over a horizontal line.

M. de Bellefeuille, Secretary
VIS 5801

2-5300 Gainsberg Road
Bowser, BC V0R 1G0

Self-Managed Budget Option

STRATA PLAN 5801

BUDGET PLANNING for 2018-19

	2018-19 AUG	2018-19 SEPT	2018-19 OCT	2018-19 NOV	2018-19 DEC	2018-19 JAN	2018-19 FEB	2018-19 MAR	2018-19 APR	2018-19 MAY	2018-19 JUN	2018-19 JUL	2018-19 TOTALS	Last year's BUDGET
STRATA INCOME														
Operating Fund Income	\$5,916	\$5,916	\$5,916	\$5,916	\$5,916	\$5,916	\$5,916	\$5,916	\$5,916	\$5,916	\$5,916	\$5,916	\$70,992	\$75,852
Contingency Reserve Fund	\$3,240	\$3,240	\$3,240	\$3,240	\$3,240	\$3,240	\$3,240	\$3,240	\$3,240	\$3,240	\$3,240	\$3,240	\$38,880	\$25,200
Septic Fees	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$18,000	\$19,200
TOTAL Income required	\$10,656	\$10,656	\$10,656	\$10,656	\$10,656	\$10,656	\$10,656	\$10,656	\$10,656	\$10,656	\$10,656	\$10,656	\$127,872	\$120,256
OPERATING EXPENSES														
300 Admin														
315 Bank charges	\$24	\$24	\$24	\$24	\$24	\$24	\$24	\$24	\$24	\$24	\$24	\$24	\$288	\$480
320 Office & Admin Expenses	\$150			\$100	\$225	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$825	\$600
322 New admin costs	\$425	\$425	\$425	\$89	\$200							\$500	\$2,064	
325 Insurance	\$1,587	\$1,587	\$1,587	\$1,587	\$1,587	\$1,587	\$1,587	\$1,587	\$1,587	\$1,587	\$1,587	\$1,587	\$19,044	\$19,121
330 VISOA / Professional		\$180		\$145				\$180	\$78	\$124			\$707	\$605
380 Operating Contingency													\$6,455	\$6,900
400 Maintenance														
410 Repairs	\$210	\$210	\$210	\$210	\$210	\$210	\$210	\$210	\$210	\$210	\$210	\$210	\$2,520	\$4,400
415 Maint. Labour	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$1,440	
420 Gutters/Moss				\$500									\$500	\$2,750
425 Snow Removal							\$420						\$420	
430 Sprinklers labour	\$90	\$90	\$90	\$90					\$90	\$90	\$90	\$90	\$720	
435 Sprinklers parts	\$100	\$100	\$100	\$100					\$100	\$100	\$100	\$100	\$800	
440 Landscaping	\$50		\$300						\$50			\$325	\$725	
445 Groundskeeping	\$2,640	\$2,640	\$2,640	\$2,640	\$2,640	\$2,640	\$2,640	\$2,640	\$2,640	\$2,640	\$2,640	\$2,640	\$31,680	\$32,180
500 Utilities														
510 Water			\$358	\$140		\$114	\$40				\$25	\$255	\$932	\$1,500
520 BC Hydro	\$156	\$156	\$156	\$156	\$156	\$156	\$156	\$156	\$156	\$156	\$156	\$156	\$1,872	\$2,040
TOTAL OPERATING EXPENSES	\$3,366	\$3,316	\$3,974	\$3,956	\$3,126	\$3,240	\$3,586	\$3,126	\$3,366	\$3,316	\$3,341	\$3,896	\$70,992	\$70,576
CONTINGENCY RESERVE FUND (CRF)														
600 Contributions	\$3,240	\$3,240	\$3,240	\$3,240	\$3,240	\$3,240	\$3,240	\$3,240	\$3,240	\$3,240	\$3,240	\$3,240	\$38,880	\$25,200
610 CRF Interest	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$600	
620 Disbursements														\$30,400
621 Painting	Starting estimate:											\$9,500	\$9,500	
CRF BALANCE	\$102,660	\$105,950	\$109,240	\$112,530	\$115,820	\$119,110	\$122,400	\$125,690	\$128,980	\$132,270	\$135,560	\$129,350	\$132,640	
SEPTIC RESERVE FUND (SRF)														
700 Sceptic Fees	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$18,000	\$19,200
705 Bond Interest				\$1,270										
710 Corewater	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$7,872	\$7,875
712 Emergency response														
715 Maxxam Lab Analysis	\$100	\$350	\$100	\$100	\$350	\$100	\$100	\$350	\$100	\$100	\$350	\$100	\$2,200	\$1,129
720 Collection		\$500											\$500	
730 Treatment System														
731 Maintenance						\$600							\$600	\$600
732 Pumping equipment						\$2,000							\$2,000	\$2,000
733 Parts						\$400							\$400	\$400
734 Sludge Pumping						\$2,000							\$2,000	\$0
735 Filter													\$0	\$0
736 Electronics		\$1,500											\$1,500	\$0
740 Sceptic field													\$0	
745 Telus /Communication	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$1,500	\$1,260
750 Emergency power (generator)		\$210											\$210	\$400
760 Ministry of Environment			\$103										\$103	\$0
765 EOCP (every three years)													\$0	
TOTAL Septic Expenses	\$881	\$3,341	\$984	\$881	\$1,131	\$5,881	\$881	\$1,131	\$881	\$881	\$1,131	\$881	\$18,885	\$13,664
SEPTIC RESERVE BALANCE	\$18,087	\$18,706	\$16,865	\$17,381	\$19,270	\$19,639	\$15,258	\$15,877	\$16,246	\$16,865	\$17,484	\$17,853	\$18,472	\$14,560

Lighthouse Landing Estates VIS 5801 Monthly Fees by Entitlement
Strata Fees Budget 2018 - 2019

Unit No.	Self Managed Budget						2017-2019 Monthly fees	up by:
	Monthly Contingency Reserve Fund (CRF)	Monthly Septic Reserve Fund (SRF)	Unit Entitlement	Yearly Strata Fees	Monthly Operating Strata Fees	2018-2019 Total Monthly Fee c/w CRF & SRF		
	\$38,880	\$18,000		\$13,139.36	\$70,992	\$127,872		
	Yearly Total	Yearly Total		Per sq. metre	Yearly Total	Yearly Total		
1	\$108.00	\$50.00	308	\$4,046.92	\$337.24	\$495.24	\$483.68	\$11.56
2	\$108.00	\$50.00	308	\$4,046.92	\$337.24	\$495.24	\$483.68	\$11.56
3	\$108.00	\$50.00	155	\$2,036.60	\$169.72	\$327.72	\$304.67	\$23.04
4	\$108.00	\$50.00	155	\$2,036.60	\$169.72	\$327.72	\$304.67	\$23.04
5	\$108.00	\$50.00	307	\$4,033.78	\$336.15	\$494.15	\$482.51	\$11.64
6	\$108.00	\$50.00	154	\$2,023.46	\$168.62	\$326.62	\$303.50	\$23.12
7	\$108.00	\$50.00	158	\$2,076.02	\$173.00	\$331.00	\$308.18	\$22.82
8	\$108.00	\$50.00	159	\$2,089.16	\$174.10	\$332.10	\$309.35	\$22.74
9	\$108.00	\$50.00	169	\$2,220.55	\$185.05	\$343.05	\$321.05	\$21.99
10	\$108.00	\$50.00	172	\$2,259.97	\$188.33	\$346.33	\$324.56	\$21.77
11	\$108.00	\$50.00	169	\$2,220.55	\$185.05	\$343.05	\$321.05	\$21.99
12	\$108.00	\$50.00	172	\$2,259.97	\$188.33	\$346.33	\$324.56	\$21.77
13	\$108.00	\$50.00	172	\$2,259.97	\$188.33	\$346.33	\$324.56	\$21.77
14	\$108.00	\$50.00	169	\$2,220.55	\$185.05	\$343.05	\$321.05	\$21.99
15	\$108.00	\$50.00	162	\$2,128.58	\$177.38	\$335.38	\$312.86	\$22.52
16	\$108.00	\$50.00	158	\$2,076.02	\$173.00	\$331.00	\$308.18	\$22.82
17	\$108.00	\$50.00	171	\$2,246.83	\$187.24	\$345.24	\$323.39	\$21.84
18	\$108.00	\$50.00	173	\$2,273.11	\$189.43	\$347.43	\$325.73	\$21.69
19	\$108.00	\$50.00	169	\$2,220.55	\$185.05	\$343.05	\$321.05	\$21.99
20	\$108.00	\$50.00	170	\$2,233.69	\$186.14	\$344.14	\$322.22	\$21.92
21	\$108.00	\$50.00	159	\$2,089.16	\$174.10	\$332.10	\$309.35	\$22.74
22	\$108.00	\$50.00	160	\$2,102.30	\$175.19	\$333.19	\$310.52	\$22.67
23	\$108.00	\$50.00	169	\$2,220.55	\$185.05	\$343.05	\$321.05	\$21.99
24	\$108.00	\$50.00	172	\$2,259.97	\$188.33	\$346.33	\$324.56	\$21.77
25	\$108.00	\$50.00	172	\$2,259.97	\$188.33	\$346.33	\$324.56	\$21.77
26	\$108.00	\$50.00	171	\$2,246.83	\$187.24	\$345.24	\$323.39	\$21.84
27	\$108.00	\$50.00	160	\$2,102.30	\$175.19	\$333.19	\$310.52	\$22.67
28	\$108.00	\$50.00	169	\$2,220.55	\$185.05	\$343.05	\$321.05	\$21.99
29	\$108.00	\$50.00	169	\$2,220.55	\$185.05	\$343.05	\$321.05	\$21.99
30	\$108.00	\$50.00	172	\$2,259.97	\$188.33	\$346.33	\$324.56	\$21.77
Totals:	\$3,240 (Monthly)	\$1,500 (Monthly)	5403 (sq. metres)	\$70,992 (Annual)	\$5,916 (Monthly)	\$10,656 (Monthly)	\$10,021 (Monthly)	\$635 (Monthly)

In order to work towards bringing our Contingency Fund up to the minimum amount shown in the Depreciation Report, fees will increase in 2018-19. Under self-management the Operating budget proposed for 2018-2019 will decrease by \$3,338 therefore monthly fees will only increase by approx. 7%.

Chairman report for the 2019 AGM

2019 was a fairly busy year for the Strata Council. In addition to the standard activities that various members of the Council were involved in as outlined in their position descriptions, the following major activities were managed:

- Lighthouse Landing Estates evolved into a self managed Strata. This required a significant amount of planning and action which resulted in a smooth transition.
- The matter of snow and the removal of same presented a challenge but was managed as best it could have been, given the necessary arrangements that had to be made to meet the expectations of Strata members.
- A major undertaking was the Septic field clean-out that was well managed by the Wastewater Treatment Committee.
- The removal of some trees and forest floor fire fuel bordering the R.V. storage area was well managed within the FireSmart program under the direction of the R.V. Site Coordinator.

More details can be found in the reports presented by Strata Council members in their area of responsibility.

Larry Highcock, Chair
Lighthouse Landing Estates
Vis5801 Strata

Treasurer's AGM Report August 2019

It has been another interesting and fulfilling year as Treasurer on Council. I enjoy working with my fellow Council members, who are all dedicated to making things run smoothly in our strata.

I am pleased to report that VIS 5801 is in good financial state. We have stayed within our budget and have surplus funds to carry forward into next year's budget to help offset monthly fees. I am also pleased to present a fee schedule with a reduction in monthly fees.

At last year's AGM the Owners, VIS 5801 passed a motion to terminate our contract with Bayview Management Services. The process to transfer our funds and documents took place over the fall months and by December we were completely self-managed. Our primary bank accounts now are held at Coast Capital Savings Credit Union, which offers a banking package specifically for strata corporations. It includes online banking that allows account information to be downloaded into our accounting software, which enables us to produce reports that are customized to our needs. I am pleased to report that our financial management systems are now streamlined and user friendly.

Now that VIS 5801 is self-managed, it is imperative that we put in place a process to make sure the strata's financials are open and transparent to the owners, and to ensure financial accountability. To that end, Council has passed a motion that we 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.

Last year it was brought to Council's attention that as a strata corporation, though we don't pay income tax, we must file annual income tax returns. Since VIS 5801 had less than \$200,000 in assets we were permitted to complete and submit the "short" version of the income tax forms for corporations. This year we will be required to submit the "long" form, therefore we will be contracting an accountant to complete our income tax return. Once we have a template as a guide, the Treasurer may be able to complete it in future years.

Under B.C.'s Strata Property Act, strata corporations with five or more strata lots must obtain Depreciation Reports, which must be renewed every three years. LLE's current Depreciation Report expires in June 2020, along with our current Insurance Appraisal, therefore we will be engaging a firm to undertake a new Depreciation Report and Insurance Appraisal in the spring.

Pursuant to commitments made at last year's AGM, Council struck a committee to look at providing honorariums for those serving on Council and also reviewed its entitlement fee structure. Depending upon the results of the votes on motions related to those two items we are presenting two budgets options with two possible monthly fee schedules.

Reading the Budget:

- Figures in blue ink are income, figures in black ink are expenses.
- For comparison purposes, the far-right columns on a peach background show previous years budget figures. Immediately to the right of the Budget is a column on green of actual expenses for 2018-19.

- Highlighted on darker green and purple backgrounds are the total amounts required for the Operating Budget and Septic Budgets respectively. Each one is listed twice, once in the income section and once in the expenses section.
- Highlighted on darker blue are the amounts to be funded by the monthly fees. These amounts are shown again on the Monthly Fees schedules, also highlighted on dark blue.
- The estimated Contingency Reserve Fund balance is listed by month at the bottom of the spreadsheet.
- You will notice that the final totals in the two budgets options are the same. This is because, in order to streamline the budget and fee structure process, the Operating Contingency line was reduced by exactly the amount of the Honorariums. We are permitted to do this because the amount of the Operating Contingency may be “up to 10% of the operating budget”. Any unused funds become surplus and are subsequently used to reduce the following year’s fees.

Reading the Monthly Fees:

- The first column is the unit number followed by its entitlement figure in square metres in the second column.
- The third column shows each unit’s annual share of the Operating Budget based on Entitlement. In the current fee structure that includes everything except the Septic Expenses and the Contingency Reserve Fund contributions; in the proposed fee structure the Insurance premiums are separated out of the Operating Expenses and are the only item that is based on square metre entitlement, everything else is shared equally between the 30 units.
- Since the August fees have already been collected, the monthly fees are calculated as follows: Each unit’s yearly fees shown in columns 3, 4, and 5 (and 6 in the proposed schedule) are totalled, then the amount collected in August is subtracted and the balance is divided by the remaining 11 months producing the monthly amount shown in the green column.

Suzan Chamney, Treasurer
Unit 21

Balance Sheet - LLE - As of 2019-07-25

(in Canadian Dollars) (Cash Basis)

2019-07-25

Page 1

Account	2019-07-25 Balance
ASSETS	
Cash and Bank Accounts	
CRF Chequing	49,407.03
OPERATING Chq	29,546.97
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	81,088.63
Other Assets	
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
UBCU Septic Bond RESTRICTED	52,001.05
TOTAL Other Assets	147,724.22
TOTAL ASSETS	228,812.85
LIABILITIES & EQUITY	
LIABILITIES	0.00
EQUITY	228,812.85
TOTAL LIABILITIES & EQUITY	228,812.85

Balance Sheet - LLE - As of 2019-07-25

(in Canadian Dollars) (Cash Basis)

2019-07-25

Page 1

Account	2019-07-25 Balance
ASSETS	
Cash and Bank Accounts	
CRF Chequing	49,407.03
OPERATING Chq	29,546.97
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	81,088.63
Other Assets	
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
UBCU Septic Bond RESTRICTED	52,001.05
TOTAL Other Assets	147,724.22
TOTAL ASSETS	228,812.85
LIABILITIES & EQUITY	
LIABILITIES	0.00
EQUITY	228,812.85
TOTAL LIABILITIES & EQUITY	228,812.85

CRF report - LLE - As of 2019-07-27

(in Canadian Dollars)

2019-07-27

Page 1

Account	2019-07-27 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

Annual Expenses - LLE - Year to Date

2018-08-01 through 2019-07-25 (in Canadian Dollars)

2019-07-25

Page 1

Category	2018-08-01- 2019-07-25
310 ADMIN	24,626.70
315 Bank Charges	256.00
320 Office expenses	882.91
322 General Admin	864.59
325 Insurance	18,770.00
330 VISOA	461.50
340 Bayview	1,275.00
380 Operating Contingency	2,116.70
400 MAINTENANCE	5,395.44
405 Contractor work	599.55
410 Repairs Parts	828.26
415 Maint. Labour	362.13
417 Mileage for maintenance	58.50
420 Gutters	2,045.50
425 Snow Removal	1,501.50
450 LANDSCAPING	33,935.82
451 Landscaping general	501.81
455 Groundskeeping	32,049.65
461 Sprinkler maint. & parts	827.41
462 Sprinklers labour	500.00
463 Mileage for Irrigation	56.95
500 UTILITIES	2,346.14
510 Water	903.36
520 BC Hydro	1,365.78
530 Utility Trailer	77.00
700 WASTE WATER MANAGEMENT	16,799.87
701 Core Water	7,218.25
702 Lab Analysis	2,453.92
720 Collection System	1,021.56
725 Treatment System	4,460.22
740 Communication & Control	716.56
750 Emergency power (generator)	227.96
760 Ministry of Environment	203.40
770 Insurance	498.00
OVERALL TOTAL	83,103.97

Budget LLE - Current Year

2018-08-01 through 2019-07-31 Using LLE2018-19 (in Canadian Dollars)

2019-07-25

Page 1

Category	2018 August			2018 September			Actual
	Actual	Budget	Difference	Actual	Budget	Difference	
EXPENSES	12,584.81	20,385.98	7,801.17	5,112.77	5,761.48	648.71	12,005.61
300 CARRY FORWARD	7,659.50	7,659.50	0.00	0.00	0.00	0.00	6,994.97
310 ADMIN	793.63	7,038.50	6,244.87	841.76	783.50	-58.26	1,101.12
315 Bank Charges	0.00	24.00	24.00	0.00	24.00	24.00	0.00
320 Office expenses	235.16	68.75	-166.41	316.76	68.75	-248.01	60.23
322 General Admin	0.00	65.75	65.75	100.00	65.75	-34.25	334.39
325 Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
330 VISOA	0.00	0.00	0.00	0.00	200.00	200.00	281.50
340 Bayview	425.00	425.00	0.00	425.00	425.00	0.00	425.00
380 Operating Contingency	133.47	6,455.00	6,321.53	0.00	0.00	0.00	0.00
400 MAINTENANCE	129.19	830.00	700.81	276.36	330.00	53.64	454.72
405 Contractor work	0.00	0.00	0.00	0.00	0.00	0.00	449.40
410 Repairs Parts	29.19	210.00	180.81	76.36	210.00	133.64	5.32
415 Maint. Labour	100.00	120.00	20.00	200.00	120.00	-80.00	0.00
417 Mileage for maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
420 Gutters	0.00	500.00	500.00	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
450 LANDSCAPING	2,640.01	2,866.67	226.66	2,868.21	2,866.67	-1.54	2,690.87
451 Landscaping general	0.00	100.00	100.00	228.20	100.00	-128.20	50.86
455 Groundskeeping	2,640.01	2,640.01	0.00	2,640.01	2,640.01	0.00	2,640.01
461 Sprinkler maint. & parts	0.00	66.66	66.66	0.00	66.66	66.66	0.00
462 Sprinklers labour	0.00	60.00	60.00	0.00	60.00	60.00	0.00
463 Mileage for Irrigation	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
500 UTILITIES	130.54	233.66	103.12	137.00	233.66	96.66	77.00
510 Water	0.00	77.66	77.66	0.00	77.66	77.66	0.00
520 BC Hydro	130.54	156.00	25.46	137.00	156.00	19.00	0.00
530 Utility Trailer	0.00	0.00	0.00	0.00	0.00	0.00	77.00
700 WASTE WATER MANAGEMENT	1,231.94	1,757.65	525.71	989.44	1,547.65	558.21	686.93
701 Core Water	656.25	656.00	-0.25	656.25	656.00	-0.25	0.00
702 Lab Analysis	338.10	183.33	-154.77	99.75	183.33	83.58	0.00
720 Collection System	0.00	91.66	91.66	0.00	91.66	91.66	483.53
725 Treatment System	0.00	366.66	366.66	0.00	366.66	366.66	0.00
730 Disposal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
740 Communication & Control	237.59	250.00	12.41	233.44	250.00	16.56	0.00
750 Emergency power (generator)	0.00	210.00	210.00	0.00	0.00	0.00	0.00
760 Ministry of Environment	0.00	0.00	0.00	0.00	0.00	0.00	203.40
765 EOCP (every three years)	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
Net Difference:	-12,584.81	-20,385.98	7,801.17	-5,112.77	-5,761.48	648.71	-12,005.61

Budget LLE - Current Year

2018-08-01 through 2019-07-31 Using LLE2018-19 (in Canadian Dollars)

2019-07-25

Page 2

Category	2018 October Budget	Difference	Actual	2018 November Budget	Difference	Actual	2018 December Budget
EXPENSES	12,859.45	853.84	4,407.31	5,678.48	1,271.17	27,073.82	24,105.48
300 CARRY FORWARD	6,994.97	0.00	542.00	542.00	0.00	0.00	0.00
310 ADMIN	783.50	-317.62	55.21	158.50	103.29	18,788.76	19,202.50
315 Bank Charges	24.00	24.00	1.50	24.00	22.50	0.00	24.00
320 Office expenses	68.75	8.52	53.71	68.75	15.04	0.00	68.75
322 General Admin	65.75	-268.64	0.00	65.75	65.75	0.00	65.75
325 Insurance	0.00	0.00	0.00	0.00	0.00	18,181.00	19,044.00
330 VISOA	200.00	-81.50	0.00	0.00	0.00	0.00	0.00
340 Bayview	425.00	0.00	0.00	0.00	0.00	0.00	0.00
380 Operating Contingency	0.00	0.00	0.00	0.00	0.00	607.76	0.00
400 MAINTENANCE	330.00	-124.72	418.64	330.00	-88.64	2,195.65	330.00
405 Contractor work	0.00	-449.40	0.00	0.00	0.00	150.15	0.00
410 Repairs Parts	210.00	204.68	332.64	210.00	-122.64	0.00	210.00
415 Maint. Labour	120.00	120.00	50.00	120.00	70.00	0.00	120.00
417 Mileage for maintenance	0.00	0.00	36.00	0.00	-36.00	0.00	0.00
420 Gutters	0.00	0.00	0.00	0.00	0.00	2,045.50	0.00
425 Snow Removal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
450 LANDSCAPING	2,866.67	175.80	2,912.93	2,866.67	-46.26	2,640.01	2,791.67
451 Landscaping general	100.00	49.14	0.00	100.00	100.00	0.00	25.00
455 Groundskeeping	2,640.01	0.00	2,640.01	2,640.01	0.00	2,640.01	2,640.01
461 Sprinkler maint. & parts	66.66	66.66	221.97	66.66	-155.31	0.00	66.66
462 Sprinklers labour	60.00	60.00	0.00	60.00	60.00	0.00	60.00
463 Mileage for Irrigation	0.00	0.00	50.95	0.00	-50.95	0.00	0.00
465 Irrigation other	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500 UTILITIES	233.66	156.66	474.00	233.66	-240.34	129.00	233.66
510 Water	77.66	77.66	337.00	77.66	-259.34	0.00	77.66
520 BC Hydro	156.00	156.00	137.00	156.00	19.00	129.00	156.00
530 Utility Trailer	0.00	-77.00	0.00	0.00	0.00	0.00	0.00
700 WASTE WATER MANAGEMENT	1,650.65	963.72	4.53	1,547.65	1,543.12	3,320.40	1,547.65
701 Core Water	656.00	656.00	0.00	656.00	656.00	1,968.75	656.00
702 Lab Analysis	183.33	183.33	0.00	183.33	183.33	853.65	183.33
720 Collection System	91.66	-391.87	0.00	91.66	91.66	0.00	91.66
725 Treatment System	366.66	366.66	0.00	366.66	366.66	0.00	366.66
730 Disposal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
740 Communication & Control	250.00	250.00	4.53	250.00	245.47	0.00	250.00
750 Emergency power (generator)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
760 Ministry of Environment	103.00	-100.40	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
770 Insurance	0.00	0.00	0.00	0.00	0.00	498.00	0.00
Net Difference:	-12,859.45	853.84	-4,407.31	-5,678.48	1,271.17	-27,073.82	-24,105.48

Budget LLE - Current Year

2018-08-01 through 2019-07-31 Using LLE2018-19 (in Canadian Dollars)

2019-07-25

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Category	Difference	Actual	2019 January Budget	Difference	Actual	2019 February Budget	Difference
EXPENSES	-2,968.34	3,361.76	5,036.48	1,674.72	5,625.63	5,656.48	30.85
300 CARRY FORWARD	0.00	0.00	0.00	0.00	0.00	0.00	0.00
310 ADMIN	413.74	0.00	158.50	158.50	268.56	358.50	89.94
315 Bank Charges	24.00	0.00	24.00	24.00	3.00	24.00	21.00
320 Office expenses	68.75	0.00	68.75	68.75	85.56	68.75	-16.81
322 General Admin	65.75	0.00	65.75	65.75	0.00	65.75	65.75
325 Insurance	863.00	0.00	0.00	0.00	0.00	0.00	0.00
330 VISOA	0.00	0.00	0.00	0.00	180.00	200.00	20.00
340 Bayview	0.00	0.00	0.00	0.00	0.00	0.00	0.00
380 Operating Contingency	-607.76	0.00	0.00	0.00	0.00	0.00	0.00
400 MAINTENANCE	-1,865.65	51.63	330.00	278.37	1,513.63	750.00	-763.63
405 Contractor work	-150.15	0.00	0.00	0.00	0.00	0.00	0.00
410 Repairs Parts	210.00	51.63	210.00	158.37	0.00	210.00	210.00
415 Maint. Labour	120.00	0.00	120.00	120.00	12.13	120.00	107.87
417 Mileage for maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
420 Gutters	-2,045.50	0.00	0.00	0.00	0.00	0.00	0.00
425 Snow Removal	0.00	0.00	0.00	0.00	1,501.50	420.00	-1,081.50
450 LANDSCAPING	151.66	2,899.80	2,766.67	-133.13	2,692.80	2,766.67	73.87
451 Landscaping general	25.00	207.00	0.00	-207.00	0.00	0.00	0.00
455 Groundskeeping	0.00	2,692.80	2,640.01	-52.79	2,692.80	2,640.01	-52.79
461 Sprinkler maint. & parts	66.66	0.00	66.66	66.66	0.00	66.66	66.66
462 Sprinklers labour	60.00	0.00	60.00	60.00	0.00	60.00	60.00
463 Mileage for Irrigation	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
500 UTILITIES	104.66	246.00	233.66	-12.34	129.00	233.66	104.66
510 Water	77.66	117.00	77.66	-39.34	0.00	77.66	77.66
520 BC Hydro	27.00	129.00	156.00	27.00	129.00	156.00	27.00
530 Utility Trailer	0.00	0.00	0.00	0.00	0.00	0.00	0.00
700 WASTE WATER MANAGEMENT	-1,772.75	164.33	1,547.65	1,383.32	1,021.64	1,547.65	526.01
701 Core Water	-1,312.75	0.00	656.00	656.00	656.25	656.00	-0.25
702 Lab Analysis	-670.32	0.00	183.33	183.33	104.48	183.33	78.85
720 Collection System	91.66	0.00	91.66	91.66	72.07	91.66	19.59
725 Treatment System	366.66	0.00	366.66	366.66	0.00	366.66	366.66
730 Disposal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
740 Communication & Control	250.00	1.97	250.00	248.03	153.24	250.00	96.76
750 Emergency power (generator)	0.00	162.36	0.00	-162.36	35.60	0.00	-35.60
760 Ministry of Environment	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
770 Insurance	-498.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Difference:	-2,968.34	-3,361.76	-5,036.48	1,674.72	-5,625.63	-5,656.48	30.85

Budget LLE - Current Year

2018-08-01 through 2019-07-31 Using LLE2018-19 (in Canadian Dollars)

2019-07-25

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Category	Actual	2019 March Budget	Difference	Actual	2019 April Budget	Difference	Actual
EXPENSES	3,562.39	5,143.48	1,581.09	5,087.17	5,036.48	-50.69	3,893.63
300 CARRY FORWARD	0.00	0.00	0.00	0.00	0.00	0.00	0.00
310 ADMIN	50.00	265.50	215.50	585.47	158.50	-426.97	51.50
315 Bank Charges	50.00	24.00	-26.00	50.00	24.00	-26.00	51.50
320 Office expenses	0.00	68.75	68.75	0.00	68.75	68.75	0.00
322 General Admin	0.00	65.75	65.75	0.00	65.75	65.75	0.00
325 Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
330 VISOA	0.00	107.00	107.00	0.00	0.00	0.00	0.00
340 Bayview	0.00	0.00	0.00	0.00	0.00	0.00	0.00
380 Operating Contingency	0.00	0.00	0.00	535.47	0.00	-535.47	0.00
400 MAINTENANCE	0.00	330.00	330.00	67.79	330.00	262.21	110.97
405 Contractor work	0.00	0.00	0.00	0.00	0.00	0.00	0.00
410 Repairs Parts	0.00	210.00	210.00	67.79	210.00	142.21	88.47
415 Maint. Labour	0.00	120.00	120.00	0.00	120.00	120.00	0.00
417 Mileage for maintenance	0.00	0.00	0.00	0.00	0.00	0.00	22.50
420 Gutters	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
450 LANDSCAPING	2,692.80	2,766.67	73.87	2,692.80	2,766.67	73.87	3,189.40
451 Landscaping general	0.00	0.00	0.00	0.00	0.00	0.00	0.00
455 Groundskeeping	2,692.80	2,640.01	-52.79	2,692.80	2,640.01	-52.79	2,692.80
461 Sprinkler maint. & parts	0.00	66.66	66.66	0.00	66.66	66.66	190.60
462 Sprinklers labour	0.00	60.00	60.00	0.00	60.00	60.00	300.00
463 Mileage for Irrigation	0.00	0.00	0.00	0.00	0.00	0.00	6.00
465 Irrigation other	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500 UTILITIES	129.00	233.66	104.66	246.00	233.66	-12.34	129.00
510 Water	0.00	77.66	77.66	117.00	77.66	-39.34	0.00
520 BC Hydro	129.00	156.00	27.00	129.00	156.00	27.00	129.00
530 Utility Trailer	0.00	0.00	0.00	0.00	0.00	0.00	0.00
700 WASTE WATER MANAGEMENT	690.59	1,547.65	857.06	1,495.11	1,547.65	52.54	412.76
701 Core Water	656.25	656.00	-0.25	656.25	656.00	-0.25	0.00
702 Lab Analysis	0.00	183.33	183.33	395.01	183.33	-211.68	308.71
720 Collection System	0.00	91.66	91.66	417.90	91.66	-326.24	0.00
725 Treatment System	0.00	366.66	366.66	25.95	366.66	340.71	72.25
730 Disposal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
740 Communication & Control	34.34	250.00	215.66	0.00	250.00	250.00	31.80
750 Emergency power (generator)	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
765 EOCP (every three years)	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
Net Difference:	-3,562.39	-5,143.48	1,581.09	-5,087.17	-5,036.48	-50.69	-3,893.63

Budget LLE - Current Year

2018-08-01 through 2019-07-31 Using LLE2018-19 (in Canadian Dollars)

2019-07-25

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Category	2019 May Budget	Difference	Actual	2019 June Budget	Difference	Actual	2019 July Budget
EXPENSES	5,136.48	1,242.85	6,355.64	5,136.48	-1,219.16	9,229.90	6,517.97
300 CARRY FORWARD	0.00	0.00	0.00	0.00	0.00	0.00	1,381.49
310 ADMIN	158.50	107.00	392.74	158.50	-234.24	1,697.95	158.50
315 Bank Charges	24.00	-27.50	50.00	24.00	-26.00	50.00	24.00
320 Office expenses	68.75	68.75	89.99	68.75	-21.24	41.50	68.75
322 General Admin	65.75	65.75	252.75	65.75	-187.00	177.45	65.75
325 Insurance	0.00	0.00	0.00	0.00	0.00	589.00	0.00
330 VISOA	0.00	0.00	0.00	0.00	0.00	0.00	0.00
340 Bayview	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	0.00	840.00	0.00
400 MAINTENANCE	330.00	219.03	0.00	330.00	330.00	176.86	330.00
405 Contractor work	0.00	0.00	0.00	0.00	0.00	0.00	0.00
410 Repairs Parts	210.00	121.53	0.00	210.00	210.00	176.86	210.00
415 Maint. Labour	120.00	120.00	0.00	120.00	120.00	0.00	120.00
417 Mileage for maintenance	0.00	-22.50	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
425 Snow Removal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
450 LANDSCAPING	2,866.67	-322.73	3,307.64	2,866.67	-440.97	2,708.55	2,866.67
451 Landscaping general	100.00	100.00	0.00	100.00	100.00	15.75	100.00
455 Groundskeeping	2,640.01	-52.79	2,692.80	2,640.01	-52.79	2,692.80	2,640.01
461 Sprinkler maint. & parts	66.66	-123.94	414.84	66.66	-348.18	0.00	66.66
462 Sprinklers labour	60.00	-240.00	200.00	60.00	-140.00	0.00	60.00
463 Mileage for Irrigation	0.00	-6.00	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
500 UTILITIES	233.66	104.66	60.24	233.66	173.42	459.36	233.66
510 Water	77.66	77.66	0.00	77.66	77.66	332.36	77.66
520 BC Hydro	156.00	27.00	60.24	156.00	95.76	127.00	156.00
530 Utility Trailer	0.00	0.00	0.00	0.00	0.00	0.00	0.00
700 WASTE WATER MANAGEMENT	1,547.65	1,134.89	2,595.02	1,547.65	-1,047.37	4,187.18	1,547.65
701 Core Water	656.00	656.00	656.00	656.00	0.00	1,312.25	656.00
702 Lab Analysis	183.33	-125.38	104.48	183.33	78.85	249.74	183.33
720 Collection System	91.66	91.66	0.00	91.66	91.66	48.06	91.66
725 Treatment System	366.66	294.41	1,834.54	366.66	-1,467.88	2,527.48	366.66
730 Disposal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
740 Communication & Control	250.00	218.20	0.00	250.00	250.00	19.65	250.00
750 Emergency power (generator)	0.00	0.00	0.00	0.00	0.00	30.00	0.00
760 Ministry of Environment	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
770 Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Difference:	-5,136.48	1,242.85	-6,355.64	-5,136.48	-1,219.16	-9,229.90	-6,517.97

Budget LLE - Current Year

2018-08-01 through 2019-07-31 Using LLE2018-19 (in Canadian Dollars)

2019-07-25

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Category	Difference	2019		Difference
		Actual	Budget	
EXPENSES	-2,711.93	98,300.44	106,454.72	8,154.28
300 CARRY FORWARD	1,381.49	15,196.47	16,577.96	1,381.49
310 ADMIN	-1,539.45	24,626.70	29,383.00	4,756.30
315 Bank Charges	-26.00	256.00	288.00	32.00
320 Office expenses	27.25	882.91	825.00	-57.91
322 General Admin	-111.70	864.59	789.00	-75.59
325 Insurance	-589.00	18,770.00	19,044.00	274.00
330 VISOA	0.00	461.50	707.00	245.50
340 Bayview	0.00	1,275.00	1,275.00	0.00
380 Operating Contingency	-840.00	2,116.70	6,455.00	4,338.30
400 MAINTENANCE	153.14	5,395.44	4,880.00	-515.44
405 Contractor work	0.00	599.55	0.00	-599.55
410 Repairs Parts	33.14	828.26	2,520.00	1,691.74
415 Maint. Labour	120.00	362.13	1,440.00	1,077.87
417 Mileage for maintenance	0.00	58.50	0.00	-58.50
420 Gutters	0.00	2,045.50	500.00	-1,545.50
425 Snow Removal	0.00	1,501.50	420.00	-1,081.50
450 LANDSCAPING	158.12	33,935.82	33,925.04	-10.78
451 Landscaping general	84.25	501.81	725.00	223.19
455 Groundskeeping	-52.79	32,049.65	31,680.12	-369.53
461 Sprinkler maint. & parts	66.66	827.41	799.92	-27.49
462 Sprinklers labour	60.00	500.00	720.00	220.00
463 Mileage for Irrigation	0.00	56.95	0.00	-56.95
465 Irrigation other	0.00	0.00	0.00	0.00
500 UTILITIES	-225.70	2,346.14	2,803.92	457.78
510 Water	-254.70	903.36	931.92	28.56
520 BC Hydro	29.00	1,365.78	1,872.00	506.22
530 Utility Trailer	0.00	77.00	0.00	-77.00
700 WASTE WATER MANAGEMENT	-2,639.53	16,799.87	18,884.80	2,084.93
701 Core Water	-656.25	7,218.25	7,872.00	653.75
702 Lab Analysis	-66.41	2,453.92	2,199.96	-253.96
720 Collection System	43.60	1,021.56	1,099.92	78.36
725 Treatment System	-2,160.82	4,460.22	4,399.92	-60.30
730 Disposal	0.00	0.00	0.00	0.00
740 Communication & Control	230.35	716.56	3,000.00	2,283.44
750 Emergency power (generator)	-30.00	227.96	210.00	-17.96
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	0.00	-498.00
Net Difference:	-2,711.93	-98,300.44	-106,454.72	8,154.28

AGM Maintenance Report 2018-2019

This was a busy but rewarding year for maintenance. Over the course of the year, we saw significant work and repairs done by skilled **owners** on:

- Sprinklers and the irrigation system, control boxes, and some broken lines
- Maintenance and replacement of rotting boards
- Replacement of windows
- Replacement of broken roof vents
- Repair to a rotten post and crossbeam on a deck
- Deck surface survey and repair where needed

We also brought in contractors to deal with:

- Blockages in our surface water and sewer systems
- Gutter cleaning
- Snow removal

As your maintenance person on Strata Council, it has been nice to get out and meet owners, so that I can now put a face to the name (most of the time!) I would like to thank all of the owners who gave their time and expertise to ensure that Lighthouse Landing Estates remains a beautiful community in which to live.

Bob Mathieson (Unit #27)

AGM Landscaping Report 2019

Another year has gone by in a flurry. Last summers activities included the remainder of the logging, dealing with unsafe trees. We were able to finish that job with the help of many hard working volunteers. Thank you all.

Another fall job was the irrigation blowout done in October. Again, this was accomplished by many workers from our Strata. As a result of the volunteer's labors, approximately \$3500 was saved. We all owe these people a huge thank you.

The spring of 2019, Jim's Mowing entered into the fourth of a five-year contract that we have with him. As in other years, Dan and friends have done a very capable job of maintaining our property.

Over the course of the spring and summer we have had other tasks completed by our volunteer work force. These jobs include, weeding the septic filter, weeding and beautifying the entrance areas, roadway moss removal, and keeping their own lots looking amazing. One of the more demanding and ongoing jobs is keeping our irrigation systems functioning. This requires a considerable amount of knowledge.

A big thank you to all.

Keith Patchett – Unit 13
Landscaping

BYLAW REPORT FOR LLE 2019 ANNUAL MEETING

I have enjoyed another year on council and working with all the other great council members. Being a member of council certainly gives one an opportunity to better understand the complexity of guiding the affairs of Lighthouse Landing Estates.

There have been a few bylaws that I have had to enforce this year but most people are very cooperative.

Just a reminder to everyone that bylaw concerns need to be sent in writing to the bylaw officer and can be sent via email.

Submitted by Marilyn Seaman Unit 1

Secretary Report - 2018/2019

During the last 12 months the biggest challenge has been to complete the registration of changes in property status (CP to LCP) with the province. The registration of bylaw changes by a Notary Public went smoothly however the change from Common Property to Limited Common Property has yet to happen. The main reasons are:

- Inexperience of both the Notary Public and myself with regards to the detail requirements of the Lands Title Office.
- Miscommunications and delays in communications between all three parties.

I remain hopeful that a successful conclusion at a reasonable cost remains possible.

Progress has continued with the organization and maintenance of electronic records. Nonetheless, this will always remain an ongoing task for secretaries.

Over the last 3 years, much has been accomplished in modernizing and streamlining the various functions and systems supporting the Strata Corporation. I am glad I was able to participate in that process.

Michel de Bellefeuille, Secretary (Unit 2)

Insurance Report (AGM August 2019)

Our last Insurance Appraisal update in June 2019 sets VIS 5801's total insurable value at \$13,416,000. We are currently insured with Christie Phoenix Brokers for this amount. More details can be found on our website.

Suzan Chamney, Treasurer
Unit 21

Annual Report

Wastewater Management System

August 1, 2018 to July 31, 2019

Summary

The LLE wastewater management system performed very reliably over the year and there were no emergencies with the exception of one sanitary sewer line back up which caused some grief to a couple of our owners. Leakage or infiltration of ground and surface water into the system continued especially during winter storms.

The following provides more detailed information about 2018/2019 activities related to the LLE wastewater management system prepared by Waste Water Management Subcommittee.

Collection System

We continued to have daily flow permit exceedances over the year essentially related to high rainfall events. We purchased rubber wine making corks and inserted them in the lifting holes of all of the collection manholes in the system. These corks still allowed the manholes to breath while stopping surface water from entering the system through the lifting holes.

We had one plugged collection lateral in the system servicing units 27 and 28 over the year. The problem appeared to have been a low spot in the line leading to the main system. The line was cleared by Roto Rooter but not without some grief for the residents as well as difficulty in finding the cleanout for the line.

At this point we have three other lines that are a concern and funds will be requested in the 2019-2020 budget to flush those lines with high pressure water before winter sets in.

Sludge Settling – Septic Tank

We skimmed floating “crust” from the top of the fluid via vacuum truck in June. It was believed that this “crust” was finding its way in to the recirculation tank as well and could pose a problem for the gravel filter and the effluent tank.

Sludge has also continued to build in the bottom of this tank and funds will be requested for vacuum pumping in the coming year.

It should be mentioned that floating crust formation has a lot to do with the amount of oil and grease that is entering the system. Diverting oil and grease to the kitchen waste stream is a good option.

Recirculating Filter – Recirculation Tank, Pumps and Gravel Filter

LLE volunteers continued to remove weeds and leaves from the top of the gravel filter over the year.

Core Water Management (CWM) verified that the two rotary distribution valves were functioning correctly and LLE volunteers flushed the 33 distribution laterals while replacing several threaded fittings that had been cemented in error at some point in the past.

We had two failures of #2 recirculation pump discharge piping putting pressure on the remaining three pumps. The discharge piping was reconfigured in the latest (June) repair utilizing flexible PVC pipe to address a misalignment issue that had been a problem since commissioning.

Effluent System - Effluent Tank and pumps

We saw a suspended solids (TSS) permit exceedance in May which led us to vacuum out the entire effluent tank in June to reduce the solids in the tank. CWM also installed a vertical PVC pipe in the tank to act as a still well where undisturbed samples could be taken for purposes of lab testing.

We decided in consultation with CWM to boost our pump and level spares inventory and as a result ordered an effluent pump, a normally open level float switch and a normally closed level float switch.

Septic Dispersal Field and Curtain Drains

We used a metal detector last summer to see if we could locate the ends of the four laterals in the septic disposal field that had been brought to the surface over the past years. We were not successful, and we may try renting a more sensitive machine in the coming year.

We completed a flush of the curtain drain between Units 1 to 6 and Gainsberg Rd. in June as a result of plugging due to iron eating bacteria. It has become evident that this flush will become an annual event.

Instrumentation and Control

We were not able to find a solution to the consecutive day duplication of readings provided by the PLC reporting flow to the dispersal field. This has been particularly annoying when duplication occurs during a flow permit exceedance making our MOE reports look twice as bad as they should be.

The vendor claims that the PLC coding is correct and should not create duplicate readings. LLE and CWM will be conducting further testing this coming year to narrow in on the source of the problem.

As all of our electronics are now over 15 years old (and obsolete in some cases) we have had discussions concerning locating spares for some of our critical equipment (PLC's and user interfaces). We will be making contacts over the coming year with equipment suppliers to determine how easy it would be to procure replacement units for this equipment should we have a major control failure.

Emergency Power System

The engine-generator should receive its biannual service in July. The generator auto started during all BC Hydro outages over the year and kept the system running successfully.

LLE RV Parking Area Report

Ron Chamney, RV Parking Area Coordinator

July 2019

The RV parking area is an asset for LLE, both as a useful facility, and as a value-added feature for potential property re-sale. The care and maintenance and safety of this area is important to all LLE Strata Owners.

Road access through the RV Storage Area and space for turnaround and maneuvering is critical for usability by RV owners, and fire safety. The existing configuration of the RV area has minimal flexibility for expansion and poses maneuvering problems for some RV users.

Existing rules of the RV storage area mandate that units of 25 feet or less be stored in this area. Over the last year the two owners who were exceeding 25 feet with the storage of other materials in addition to their RV units are now in compliance. Also the storage of fuel containers on site has stopped.

Demand for RV parking has risen over the past year. At the time of writing we have ten units allocated with a waiting list of three.

A fire fuel reduction project in the area surrounding the RV storage was implemented in July of 2019 with further clean up of ground fuel to be on going. Ground fuels, dead standing trees, hazardous trees, and understory fuels proximal to the stored RV units have been removed or reduced. Limbing of ladder fuels from healthy trees was also done to minimize crown fire proliferation. This program must be ongoing.

Consensus of several Strata Owners and RV parking users reflects the opinion that only RV units be parked in the RV area and that storage or utility units are not allowed; notwithstanding the LLE trailer must be allocated a parking space somewhere in the strata.

Recommendations:

- That the Strata expand the RV storage area to accommodate more units.
- That only Recreational Vehicles be stored in the RV parking area.
- That a budget line be added to the Landscaping budget to accommodate fuel reduction periodically in and around the entire Strata property, including the RV parking area.
- That the Strata establish a committee for the reorganisation and expansion of the RV parking area to accommodate the needs of the Strata owners.
- That firewood is not stored in the RV parking area and that RV users refrain from storing any flammable fuels not contained within their RV units.
- That LLE consider the construction of a kayak/canoe storage rack.

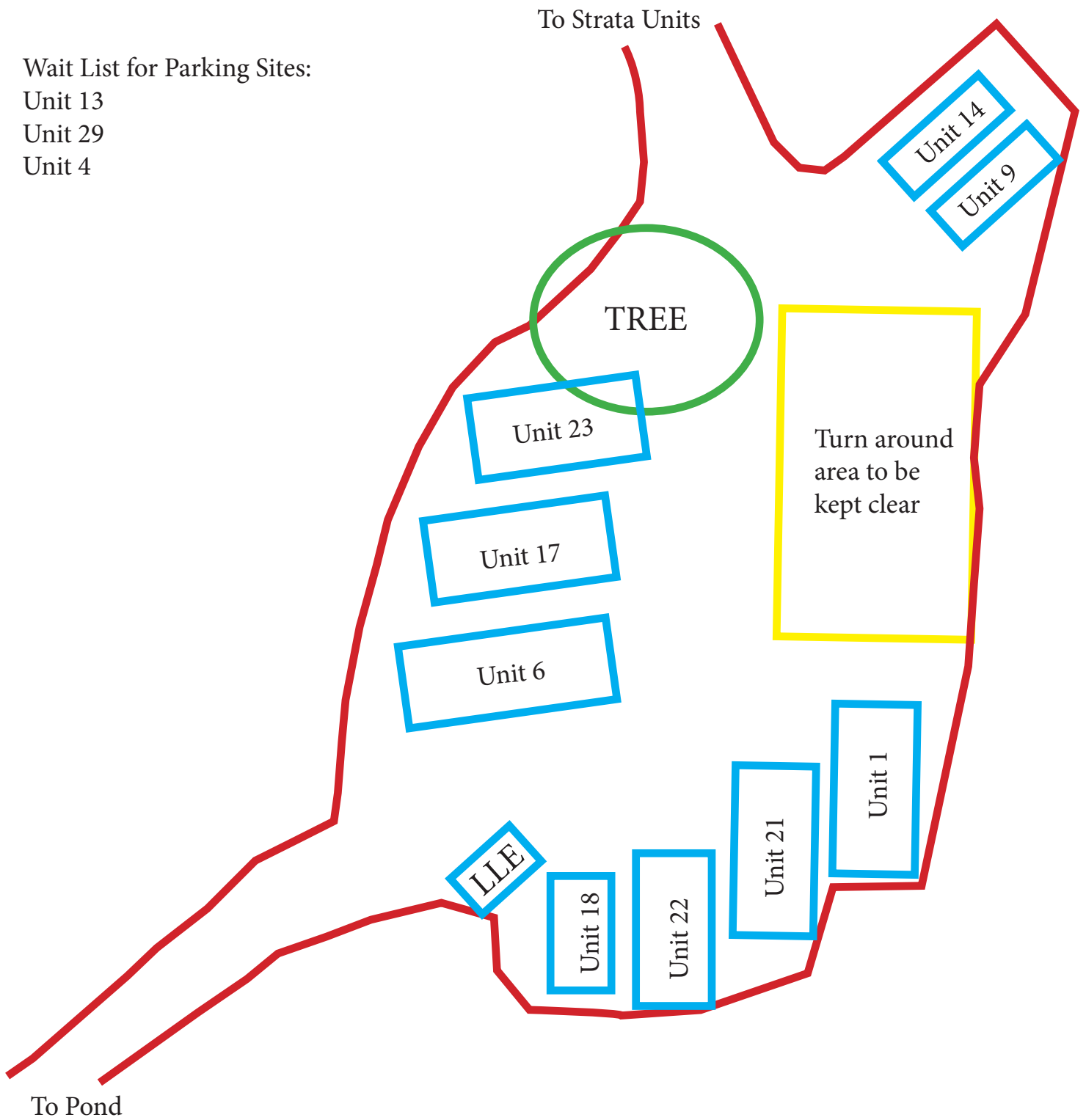
RV Parking Layout as of 25 July 2019

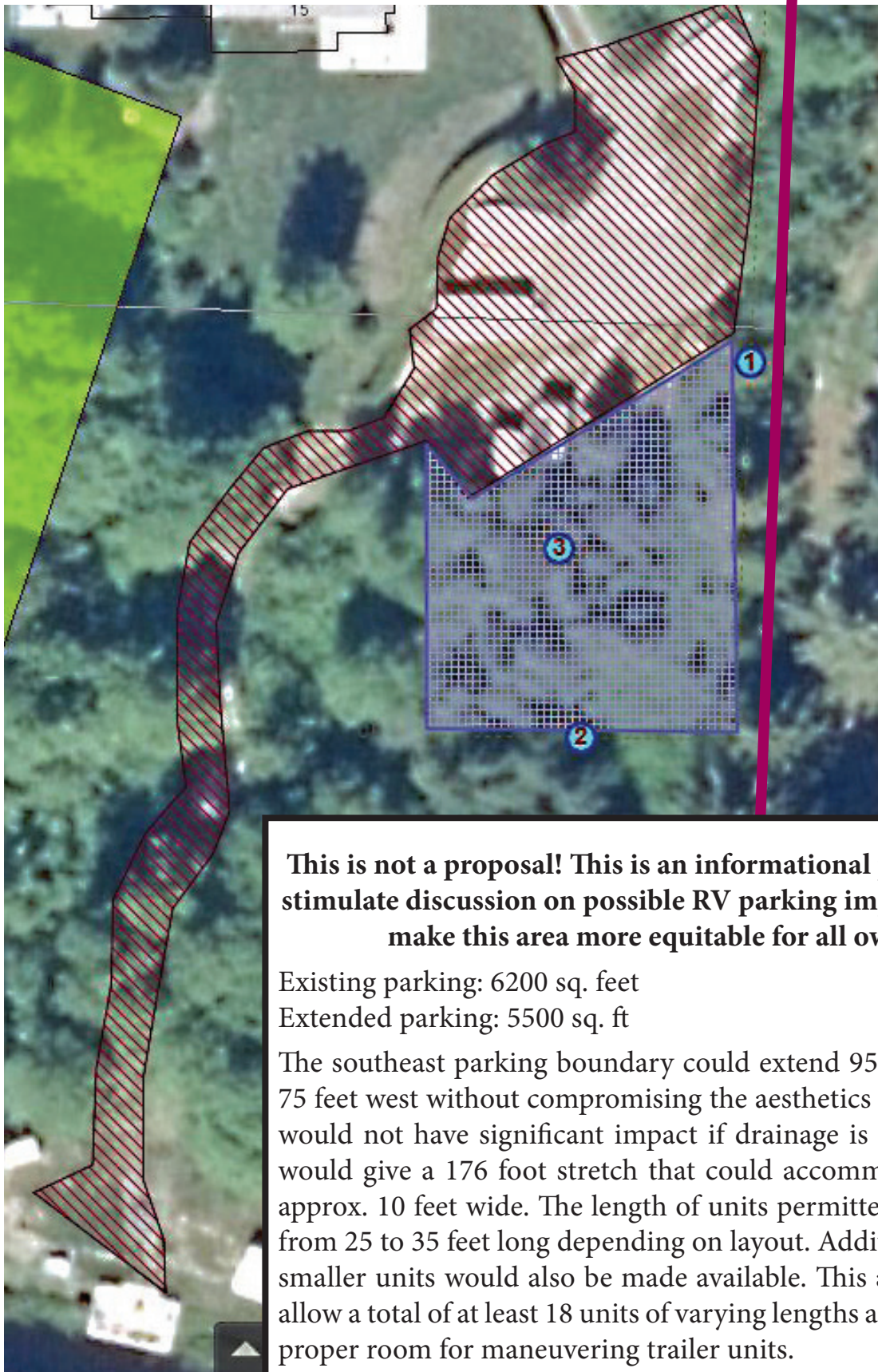
Wait List for Parking Sites:

Unit 13

Unit 29

Unit 4





This is not a proposal! This is an informational perspective to stimulate discussion on possible RV parking improvements to make this area more equitable for all owners.

Existing parking: 6200 sq. feet

Extended parking: 5500 sq. ft

The southeast parking boundary could extend 95 feet south and 75 feet west without compromising the aesthetics of the land and would not have significant impact if drainage is mitigated. This would give a 176 foot stretch that could accommodate 15 units approx. 10 feet wide. The length of units permitted could extend from 25 to 35 feet long depending on layout. Additional space for smaller units would also be made available. This addition would allow a total of at least 18 units of varying lengths and would allow proper room for maneuvering trailer units.

If budget and desire were to allow, this plan could be expanded even further south.

THE OWNERS STRATA PLAN NO. VIS 5801
I. Special Resolutions, Bylaws and Rules (Section 125 SPA)

H.1 **BE IT RESOLVED** by a $\frac{3}{4}$ vote that The Owners, Strata Plan No. VIS 5801 the inclusion of honorariums for council members in the upcoming budget in the amount of \$40/month per council member.

Resolution H.1 **In Favour** _____ **Against** _____ **Decision** _____

H.2 **BE IT RESOLVED** by a unanimous vote that The Owners, Strata Plan No. VIS 5801 approve the adoption of Option 3 from the *Strata Fee Review Report* for the funding of Operational Costs as follows: with the exception of the cost of insurance policies (the Commercial, the Strata and the Equipment Breakdown Insurance Policies), the annual funding of Operational Costs be equally divided so that each unit is responsible for 1/30th (one thirtieth) of the annual funding amount. The funding of the insurance policies remains based on the registered Unit entitlement.

Resolution H.2 **In Favour** _____ **Against** _____ **Decision** _____

H.3 **BE IT RESOLVED** by a $\frac{3}{4}$ vote that The Owners, Strata Plan No. VIS 5801 approve the following change to Bylaw 13 (1):

Replace the current Bylaw 13 (1): “*At each General Annual Meeting, the owners must elect from amongst its members, a Chair, a Vice-Chair, a Secretary, a Treasurer, a Maintenance Officer, a Landscaping Officer and a Bylaw Officer.*”

With a new Bylaw 13 (1): “*At each General Annual Meeting, the owners must elect from amongst its members, a Chair, a Vice-Chair/Bylaw Officer, a Secretary, a Treasurer, a Maintenance Officer, a Landscaping Officer and a Waste Water Management Committee Representative.*”

Resolution H.3 **In Favour** _____ **Against** _____ **Decision** _____

H.4 **BE IT RESOLVED** by a majority vote that The Owners, Strata Plan No. VIS 5801 approve the following addition to Lighthouse Landing Estates Rule 3):

a) In an effort to move towards a FireSmart property and reduce the potential of ignition from a wild fire, the planting or replanting of flammable species (e.g., coniferous species such as pines, Douglas-fir, cedars, cypress, Junipers) within 2m of a structure (house or deck) is prohibited as well as the application of bark mulch in plant beds within 2m of a structure.

Resolution H.4 **In Favour** _____ **Against** _____ **Decision** _____

2019 Resolutions - Introduction

H.1 **BE IT RESOLVED** by a $\frac{3}{4}$ vote that The Owners, Strata Plan No. VIS 5801 approve the inclusion of honorariums for council members in the upcoming budget in the amount of \$40/month per council member.

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Members of Strata Council volunteer many hours every year on behalf of Lighthouse Landing Estates. In recognition of the work they do, we would like to offer these owners a small honorarium as a token of appreciation.

Additional Information:

Honorariums would be \$40 per Council Member per month, for the months they are in office, to be given as a reduction in the Council Members' monthly strata fees. The honorariums would start the month following the AGM and continue throughout the fiscal year, including the month of the next AGM.

In the event a Council Member steps down before the end of his or her term, the honorariums would also cease. In the event an owner takes a Council position prior to an AGM, the honorariums would commence in the month following that person taking office and continue until and including the month of the next AGM.

Other Organizations:

According to the Vancouver Island Strata Owners Association (VISOA), some strata, particularly those who are self-managed, compensate their council members and other volunteers with wages, honorariums or stipends. This is allowed by the BC Strata Property Act.

Many clubs, which require volunteer participation in order to operate, offer a rebate or reduction in fees to those who contribute volunteer hours.

Honorarium:

An honorarium is defined as a thank you gesture of nominal value for voluntary services. An honorarium is an ex gratia payment; a payment made, without the giver recognizing itself as having any liability or legal obligation, to a person for his or her services in a volunteer capacity or for services for which fees are not traditionally required.

Unofficially the CRA recognizes that nominal payments (less than \$500) are not subject to the usual tax rules:

- Token payments of nominal sums (less than \$500 annually) are not reflective of work performed and are not an incentive or compensation therefore no income needs to be reported or taxes deducted.
- In one year if the sum of token payments exceeds \$500, they become taxable.

H.2 **BE IT RESOLVED** by a unanimous vote that The Owners, Strata Plan No. VIS 5801 approve the adoption of Option 3 from the *Strata Fee Review Report* for the funding of Operational Costs as follows: with the exception of the cost of insurance policies (the Commercial, the Strata and the Equipment Breakdown Insurance Policies), the annual funding of Operational Costs be equally divided so that each unit is responsible for 1/30th (one thirtieth) of the annual funding amount. The funding of the insurance policies remains based on the registered Unit entitlement.

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At the 2018 AGM, Council committed itself to look at ways to make the collection of fees fairer for all owners. The *Strata Fee Review Report* was the results of that effort.

The Report showed that in the 2018-19 budget, the Operating Expenses represented 55.5% of the fees collected and that those fees were based on each Unit's registered entitlement level which is the habitable area of each Unit. Furthermore, the Report showed that 14 of the 15 line-items making up the Operating Expenses bore no relation to the habitable area of Units. Only Insurance Policies have some correlation to a Unit's habitable area and it represented 26.8% of the Operating Expenses of that budget.

The Report went on to introduced five different options for the collection of fees to fund the Operational Expenses part of the strata budget. Each option sought to achieve a fairer collection of fees by sharing evenly among all Units the Operational Expenses that do not relate to the habitable area of a Unit (e.g., grounds keeping, hydro, water, bank charges etc.).

The Report was shared with all Owners on two occasions with a request for feedback. Half of the Owners provided comments. This resolution reflects the results of the feedback received.

H.3 **BE IT RESOLVED** by a $\frac{3}{4}$ vote that The Owners, Strata Plan No. VIS 5801 approve the following change to Bylaw 13 (1):

Replace the current Bylaw 13 (1): *“At each General Annual Meeting, the owners must elect from amongst its members, a Chair, a Vice-Chair, a Secretary, a Treasurer, a Maintenance Officer, a Landscaping Officer and a Bylaw Officer.”*

With a new Bylaw 13 (1): ***“At each General Annual Meeting, the owners must elect from amongst its members, a Chair, a Vice-Chair/Bylaw Officer, a Secretary, a Treasurer, a Maintenance Officer, a Landscaping Officer and a Waste Water Management Committee Representative.”***

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This proposed change to the Bylaw effectively introduce a new make up for the Strata Council:

- It merges together the role of Vice-Chair and Bylaw Officer.
- It creates a new council position for a representative from the Waste Water Management Committee (WWMC).

The main purposes of the change are:

- To raise the profile of the WWMC to a more prominent level that better reflect its actual importance and the level of responsibility it manages.
- To ensure accurate and timely communications between the WWMC and Council.
- To foster a broader understanding amongst owners of the intricacies and requirements of the strata's Waste Water Management System.
- To more evenly distribute the work load amongst all Council Members.
- To keep the maximum number of Council Members at 7.



H.4 **BE IT RESOLVED** by a majority vote that The Owners, Strata Plan No. VIS 5801 approve the following addition to Lighthouse Landing Estates Rule 3):

a) In an effort to move towards a FireSmart property and reduce the potential of ignition from a wild fire, the planting or replanting of flammable species (e.g., coniferous species such as pines, Douglas-fir, cedars, cypress, Junipers) within 2m of a structure (house or deck) is prohibited as well as the application of bark mulch in plant beds within 2m of a structure.

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This rule was introduced by Council to ensure future landscape modifications and upgrades near and around strata structures are consistent with FireSmart program guidelines.

Option 1: Without Honorariums		AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	TOTALS
OPERATING FUND INCOME														
201	Monthly Fees	\$5,969	\$5,969	\$5,969	\$5,969	\$5,969	\$5,969	\$5,969	\$5,969	\$5,969	\$5,969	\$5,969	\$5,969	\$71,632
205	Bank interest	\$43	\$43	\$43	\$43	\$43	\$43	\$43	\$43	\$43	\$43	\$43	\$43	\$516
210	Real Estate Form Revenue													\$0
	Previous year surplus													\$4,686
TOTALS		\$10,698	\$6,012	\$6,012	\$6,012	\$6,012	\$6,012	\$6,012	\$6,012	\$6,012	\$6,012	\$6,012	\$6,012	\$76,834
250	Septic Fees	\$997	\$997	\$997	\$997	\$997	\$997	\$997	\$997	\$997	\$997	\$997	\$997	\$11,967
255	Septic Bond Interest				\$642									\$642
	Previous year surplus													\$1,431
TOTALS		\$2,429	\$997	\$997	\$1,639	\$997	\$997	\$997	\$997	\$997	\$997	\$997	\$997	\$14,040
230	Contingency Reserve Fund	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$24,000
255	Bond & Account Interest	\$25	\$25	\$25	\$25	\$25	\$925	\$25	\$25	\$25	\$25	\$25	\$25	\$1,125
TOTALS		\$2,025	\$2,025	\$2,025	\$2,025	\$2,025	\$2,925	\$2,025	\$2,025	\$2,025	\$2,025	\$2,025	\$2,025	\$25,125
TOTAL Income required														\$115,999

2018-19 ACTUALS	2018-19 BUDGET	2017-18 BUDGET
\$71,084	\$70,992	\$75,852
\$516		
\$85		
\$18,000	\$18,000	\$19,200
\$642		
\$38,880	\$38,880	\$25,200
\$907		
\$130,114	\$127,872	\$120,256

OPERATING EXPENSES																	
300	Admin																
315	Bank charges	\$52	\$52	\$52	\$52	\$52	\$52	\$52	\$52	\$52	\$52	\$52	\$618	\$256	\$288	\$480	
320	Office Expenses		\$190	\$25	\$100						\$90	\$52	\$405	\$883	\$825	\$600	
322	General Admin	\$100	\$952				\$300						\$1,352	\$865	\$789		
323	Depreciation Report (3rd year)											\$4,000	\$4,000	\$0	\$0	\$0	
325	Insurance					\$18,770						\$600	\$19,370	\$18,770	\$19,044	\$19,121	
330	VISOA / Professional		\$100	\$80	\$80			\$180					\$440	\$462	\$707	\$605	
340	Bayview												\$0	\$1,275	\$1,275	\$5,280	
380	Operating Contingency												\$7,000	\$2,117	\$6,455	\$6,900	
400	Maintenance																
405	Contractor work		\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$800	\$600			
410	Repairs - parts		\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$500	\$828	\$2,520	\$4,400	
415	Maint. Labour		\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$800	\$362	\$1,440		
417	Mileage for maint.		\$10	\$10		\$40				\$40			\$100	\$59			
420	Gutters/Moss					\$2,000							\$2,000	\$2,046	\$500	\$2,750	
425	Snow Removal							\$1,700					\$1,700	\$1,501	\$420		
450	Landscaping																
451	Landscaping general	\$200											\$200	\$502	\$725		
455	Groundskeeping	\$2,640	\$2,640	\$2,640	\$2,640	\$2,884	\$2,884	\$2,884	\$2,884	\$2,884	\$2,884	\$2,884	\$33,632	\$32,050	\$31,680	\$32,180	
461	Sprinklers maint. & parts		\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$800	\$827	\$800		
462	Sprinklers labour	\$100	\$100	\$200					\$100	\$200	\$200	\$100	\$1,000	\$500	\$720		
463	Mileage for irrigation								\$50	\$50			\$100	\$57			
500	Utilities																
510	Water	\$337			\$337			\$117			\$117		\$908	\$903	\$932	\$1,500	
520	BC Hydro	\$129	\$129	\$129	\$129	\$129	\$129	\$129	\$129	\$129	\$129	\$129	\$1,548	\$1,366	\$1,872	\$2,040	
530	Utility Trailer			\$77									\$77	\$77			
TOTAL Operating Expenses		\$3,558	\$4,463	\$3,503	\$3,628	\$24,165	\$3,655	\$5,352	\$3,355	\$3,545	\$3,812	\$8,155	\$3,165	\$76,834	\$66,305	\$70,992	\$75,856

SEPTIC RESERVE FUND (SRF)		WASTE WATER TREATMENT PLANT BUDGET															
701	Corewater	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$7,872	\$7,872	\$7,872	\$7,875
702	Lab Analysis	\$100	\$350	\$100	\$100	\$350	\$100	\$100	\$350	\$100	\$100	\$350	\$100	\$2,200	\$2,454	\$2,200	\$1,129
720	Collection System		\$750											\$750	\$1,022	\$1,100	\$600
725	Treatment System													\$1,400	\$4,460	\$4,400	\$3,400
730	Disposal		\$200											\$200	\$0	\$0	\$0
740	Communication/control	\$20	\$20	\$1,520	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$1,830	\$717	\$3,000	\$1,260
750	Emergency power (generator)		\$210											\$210	\$228	\$210	\$400
760	Ministry of Environment			\$203										\$203	\$203	\$103	\$0
765	EOCP (every three years)													\$0	\$0	\$0	\$0
770	Insurance				\$500									\$500	\$498	\$0	\$0
TOTAL Septic Expenses		\$776	\$2,186	\$2,479	\$786	\$1,536	\$786	\$786	\$1,036	\$786	\$786	\$2,436	\$786	\$14,040	\$17,454	\$18,885	\$14,664

CONTINGENCY RESERVE FUND (CRF)																			
600	Disbursements																		
610	Painting														\$24,000	\$24,000	\$0	\$9,500	\$30,400
210	Contributions	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$24,000	\$38,880	\$38,880	\$25,200		
235	CRF Interest	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$1,200	\$907	\$600			
CRF BALANCE		\$145,130	\$147,155	\$149,180	\$151,205	\$153,230	\$155,255	\$158,180	\$160,205	\$162,230	\$164,255	\$142,280	\$144,305	\$146,330					

BUDGET PLANNING for 2019-20 for STRATA PLAN 5801

Option 2: With Honorariums		AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	TOTALS	ACTUALS	BUDGET	BUDGET	
OPERATING FUND INCOME																		
201	Monthly Fees	\$5,969	\$5,969	\$5,969	\$5,969	\$5,969	\$5,969	\$5,969	\$5,969	\$5,969	\$5,969	\$5,969	\$5,969	\$71,632	\$71,084	\$70,992	\$75,852	
205	Bank interest	\$43	\$43	\$43	\$43	\$43	\$43	\$43	\$43	\$43	\$43	\$43	\$43	\$516	\$516			
210	Real Estate Form Revenue													\$0	\$85			
	Previous year surplus	\$4,686												\$4,686				
TOTALS		\$10,698	\$6,012	\$6,012	\$6,012	\$6,012	\$6,012	\$6,012	\$6,012	\$6,012	\$6,012	\$6,012	\$6,012	\$76,834				
250	Septic Fees	\$997	\$997	\$997	\$997	\$997	\$997	\$997	\$997	\$997	\$997	\$997	\$997	\$11,967	\$18,000	\$18,000	\$19,200	
255	Septic Bond Interest				\$642									\$642	\$642			
	Previous year surplus	\$1,431												\$1,431				
TOTALS		\$2,429	\$997	\$997	\$1,639	\$997	\$997	\$997	\$997	\$997	\$997	\$997	\$997	\$14,040				
230	Contingency Reserve Fund	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$24,000	\$38,880	\$38,880	\$25,200	
255	Bond & Account Interest	\$25	\$25	\$25	\$25	\$25	\$925	\$25	\$25	\$25	\$25	\$25	\$25	\$1,125	\$907			
TOTALS		\$2,025	\$2,025	\$2,025	\$2,025	\$2,025	\$2,925	\$2,025	\$2,025	\$2,025	\$2,025	\$2,025	\$2,025	\$25,125				
TOTAL Income required															\$115,999	\$130,114	\$127,872	\$120,256

OPERATING EXPENSES																		
300	Admin																	
315	Bank charges	\$52	\$52	\$52	\$52	\$52	\$52	\$52	\$52	\$52	\$52	\$52	\$52	\$618	\$256	\$288	\$480	
320	Office Expenses		\$190	\$25	\$100							\$90		\$405	\$883	\$825	\$600	
322	General Admin	\$100	\$952				\$300							\$1,352	\$865	\$789		
323	Depreciation Report (3rd year)												\$4,000	\$4,000	\$0	\$0	\$0	
325	Insurance					\$18,770							\$600	\$19,370	\$18,770	\$19,044	\$19,121	
330	VISOA / Professional		\$100	\$80	\$80			\$180						\$440	\$462	\$707	\$605	
340	Honorariums		\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$3,080	\$1,275	\$1,275	\$5,280	
380	Operating Contingency													\$3,920	\$2,117	\$6,455	\$6,900	
400	Maintenance																	
405	Contractor work		\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$800	\$600			
410	Repairs - parts		\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$500	\$828	\$2,520	\$4,400	
415	Maint. Labour		\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$800	\$362	\$1,440		
417	Mileage for maint.		\$10	\$10		\$40				\$40				\$100	\$59			
420	Gutters/Moss					\$2,000								\$2,000	\$2,046	\$500	\$2,750	
425	Snow Removal							\$1,700						\$1,700	\$1,501	\$420		
450	Landscaping																	
451	Landscaping general	\$200												\$200	\$502	\$725		
455	Groundskeeping	\$2,640	\$2,640	\$2,640	\$2,640	\$2,884	\$2,884	\$2,884	\$2,884	\$2,884	\$2,884	\$2,884	\$2,884	\$33,632	\$32,050	\$31,680	\$32,180	
461	Sprinklers maint. & parts		\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$800	\$827	\$800		
462	Sprinklers labour	\$100	\$100	\$200						\$100	\$200	\$200	\$100	\$1,000	\$500	\$720		
463	Mileage for irrigation									\$50	\$50			\$100	\$57			
500	Utilities																	
510	Water	\$337			\$337			\$117			\$117			\$908	\$903	\$932	\$1,500	
520	BC Hydro	\$129	\$129	\$129	\$129	\$129	\$129	\$129	\$129	\$129	\$129	\$129	\$129	\$1,548	\$1,366	\$1,872	\$2,040	
530	Utility Trailer			\$77										\$77	\$77			
TOTAL Operating Expenses		\$3,558	\$4,743	\$3,783	\$3,908	\$24,445	\$3,935	\$5,632	\$3,635	\$3,825	\$4,092	\$8,435	\$3,445	\$76,834	\$66,305	\$70,992	\$75,856	

SEPTIC RESERVE FUND (SRF)		WASTE WATER TREATMENT PLANT BUDGET																
701	Corewater	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$7,872	\$7,872	\$7,872	\$7,875	
702	Lab Analysis	\$100	\$350	\$100	\$100	\$350	\$100	\$100	\$350	\$100	\$100	\$350	\$100	\$2,200	\$2,454	\$2,200	\$1,129	
720	Collection System		\$750											\$750	\$1,022	\$1,100	\$600	
725	Treatment System												\$1,400	\$1,400	\$4,460	\$4,400	\$3,400	
730	Disposal		\$200											\$200	\$0	\$0	\$0	
740	Communication/control	\$20	\$20	\$1,520	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$1,830	\$717	\$3,000	\$1,260	
750	Emergency power (generator)		\$210											\$210	\$228	\$210	\$400	
760	Ministry of Environment			\$203										\$203	\$203	\$103	\$0	
765	EOCP (every three years)													\$0	\$0	\$0	\$0	
770	Insurance					\$500								\$500	\$498	\$0	\$0	
TOTAL Septic Expenses		\$776	\$2,186	\$2,479	\$786	\$1,536	\$786	\$786	\$1,036	\$786	\$786	\$2,436	\$786	\$14,040	\$17,454	\$18,885	\$14,664	

CONTINGENCY RESERVE FUND (CRF)																		
600	Disbursements																	
610	Painting												\$24,000	\$24,000	\$0	\$9,500	\$30,400	
210	Contributions	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$24,000	\$38,880	\$38,880	\$25,200	
235	CRF Interest	\$25	\$25	\$25	\$25	\$25	\$925	\$25	\$25	\$25	\$25	\$25	\$25	\$1,200	\$907	\$600		
CRF BALANCE		\$145,130	\$147,155	\$149,180	\$151,205	\$153,230	\$155,255	\$158,180	\$160,205	\$162,230	\$164,255	\$142,280	\$144,305	\$146,330				

Lighthouse Landing Estates VIS 5801 Monthly Fees by Entitlement

Strata Fees Budget 2019 - 2020

Current fee structure

Unit No.	Unit Entitlement (Total) 5,394 (sq. metres)	Yearly Strata Fees (Operating) \$71,632 \$13.27993 Per sq. metre	Yearly Contingency Reserve Fund (CRF) \$24,000 Yearly Total	Yearly Septic Reserve Fund (SRF) \$11,967 Yearly Total	2019-2020 Monthly Fees by Unit \$107,599 Yearly Total	2018-2019 Monthly fees
1	308	\$4,090.22	\$800.00	\$398.90	\$435.81	\$495.24
2	308	\$4,090.22	\$800.00	\$398.90	\$435.81	\$495.24
3	155	\$2,058.39	\$800.00	\$398.90	\$266.32	\$327.72
4	155	\$2,058.39	\$800.00	\$398.90	\$266.32	\$327.72
5	307	\$4,076.94	\$800.00	\$398.90	\$434.70	\$494.15
6	154	\$2,045.11	\$800.00	\$398.90	\$265.22	\$326.62
7	158	\$2,098.23	\$800.00	\$398.90	\$269.65	\$331.00
8	159	\$2,111.51	\$800.00	\$398.90	\$270.76	\$332.10
9	169	\$2,244.31	\$800.00	\$398.90	\$281.83	\$343.05
10	172	\$2,284.15	\$800.00	\$398.90	\$285.16	\$346.33
11	169	\$2,244.31	\$800.00	\$398.90	\$281.83	\$343.05
12	172	\$2,284.15	\$800.00	\$398.90	\$285.16	\$346.33
13	172	\$2,284.15	\$800.00	\$398.90	\$285.16	\$346.33
14	169	\$2,244.31	\$800.00	\$398.90	\$281.83	\$343.05
15	162	\$2,151.35	\$800.00	\$398.90	\$274.08	\$335.38
16	158	\$2,098.23	\$800.00	\$398.90	\$269.65	\$331.00
17	171	\$2,270.87	\$800.00	\$398.90	\$284.05	\$345.24
18	173	\$2,297.43	\$800.00	\$398.90	\$286.26	\$347.43
19	169	\$2,244.31	\$800.00	\$398.90	\$281.83	\$343.05
20	170	\$2,257.59	\$800.00	\$398.90	\$282.94	\$344.14
21	159	\$2,111.51	\$800.00	\$398.90	\$270.76	\$332.10
22	160	\$2,124.79	\$800.00	\$398.90	\$271.86	\$333.19
23	169	\$2,244.31	\$800.00	\$398.90	\$281.83	\$343.05
24	172	\$2,284.15	\$800.00	\$398.90	\$285.16	\$346.33
25	172	\$2,284.15	\$800.00	\$398.90	\$285.16	\$346.33
26	171	\$2,270.87	\$800.00	\$398.90	\$284.05	\$345.24
27	160	\$2,124.79	\$800.00	\$398.90	\$271.86	\$333.19
28	160	\$2,124.79	\$800.00	\$398.90	\$270.97	\$343.05
29	169	\$2,244.31	\$800.00	\$398.90	\$281.83	\$343.05
30	172	\$2,284.15	\$800.00	\$398.90	\$285.16	\$346.33
					\$8,813 (Monthly)	\$10,656 (Monthly)

NOTE:
Owners' monthly fees are based on their units' annual sum less the August payment, then the balance is divided by 11 months.

Lighthouse Landing Estates VIS 5801 Monthly Fees by Entitlement

Strata Fees Budget 2019 - 2020

Proposed fee structure

	Unit Entitlement (Total)	Yearly Strata Fees (Insurance)	Yearly Strata Fees (Operating)	Yearly Contingency Reserve Fund (CRF)	Yearly Septic Reserve Fund (SRF)	2019-2020 Monthly Fees by Unit	
Unit No.	5,394 (sq. metres)	\$19,370 \$3.59103 Per sq. metre	\$52,262 Yearly Total	\$24,000 Yearly Total	\$11,967 Yearly Total	\$55,337 Yearly Total	2018-2019 Monthly fees
1	308	\$1,106.04	\$1,742.07	\$800.00	\$398.90	\$322.89	\$495.24
2	308	\$1,106.04	\$1,742.07	\$800.00	\$398.90	\$322.89	\$495.24
3	155	\$556.61	\$1,742.07	\$800.00	\$398.90	\$288.17	\$327.72
4	155	\$556.61	\$1,742.07	\$800.00	\$398.90	\$288.17	\$327.72
5	307	\$1,102.45	\$1,742.07	\$800.00	\$398.90	\$322.66	\$494.15
6	154	\$553.02	\$1,742.07	\$800.00	\$398.90	\$287.94	\$326.62
7	158	\$567.38	\$1,742.07	\$800.00	\$398.90	\$288.85	\$331.00
8	159	\$570.97	\$1,742.07	\$800.00	\$398.90	\$289.08	\$332.10
9	169	\$606.88	\$1,742.07	\$800.00	\$398.90	\$291.35	\$343.05
10	172	\$617.66	\$1,742.07	\$800.00	\$398.90	\$292.03	\$346.33
11	169	\$606.88	\$1,742.07	\$800.00	\$398.90	\$291.35	\$343.05
12	172	\$617.66	\$1,742.07	\$800.00	\$398.90	\$292.03	\$346.33
13	172	\$617.66	\$1,742.07	\$800.00	\$398.90	\$292.03	\$346.33
14	169	\$606.88	\$1,742.07	\$800.00	\$398.90	\$291.35	\$343.05
15	162	\$581.75	\$1,742.07	\$800.00	\$398.90	\$289.76	\$335.38
16	158	\$567.38	\$1,742.07	\$800.00	\$398.90	\$288.85	\$331.00
17	171	\$614.07	\$1,742.07	\$800.00	\$398.90	\$291.80	\$345.24
18	173	\$621.25	\$1,742.07	\$800.00	\$398.90	\$292.25	\$347.43
19	169	\$606.88	\$1,742.07	\$800.00	\$398.90	\$291.35	\$343.05
20	170	\$610.47	\$1,742.07	\$800.00	\$398.90	\$291.57	\$344.14
21	159	\$570.97	\$1,742.07	\$800.00	\$398.90	\$289.08	\$332.10
22	160	\$574.56	\$1,742.07	\$800.00	\$398.90	\$289.30	\$333.19
23	169	\$606.88	\$1,742.07	\$800.00	\$398.90	\$291.35	\$343.05
24	172	\$617.66	\$1,742.07	\$800.00	\$398.90	\$292.03	\$346.33
25	172	\$617.66	\$1,742.07	\$800.00	\$398.90	\$292.03	\$346.33
26	171	\$614.07	\$1,742.07	\$800.00	\$398.90	\$291.80	\$345.24
27	160	\$574.56	\$1,742.07	\$800.00	\$398.90	\$289.30	\$333.19
28	160	\$574.56	\$1,742.07	\$800.00	\$398.90	\$288.41	\$343.05
29	169	\$606.88	\$1,742.07	\$800.00	\$398.90	\$291.35	\$343.05
30	172	\$617.66	\$1,742.07	\$800.00	\$398.90	\$292.03	\$346.33
						\$8,813 (Monthly)	\$10,656 (Monthly)

NOTE:
Owners' monthly fees are based on their units' annual sum less the August payment, then the balance is divided by 11 months.