

MINUTES REGULAR STRATA COUNCIL MEETING



The Owners Strata Plan VIS 5801 2019 December 12 at 10:00 hours Unit 21

Present: Treasurer 21; Chair 17; Maintenance Officer 27; Secretary 5 (recorder); Vice-Chair/Bylaws 8 (via FaceTime); Landscape Officer 13; WWMR 20

A. Meeting called to Order at 10:00 hr. by the Chair

B. Approval of Agenda

MOVED: (Waste Water Management) To adopt the Agenda of the Strata Council Meeting of 2019.12.12 with the addition of item **F4** RV Storage area update.

SECONDED: (Landscape Officer)

CARRIED: 7 of 7

C. Approval of Minutes

MOVED: (Maintenance)

To adopt the Minutes of the Strata Council Meeting of 2019.11.07 as circulated.

SECONDED: (Landscape Officer)

CARRIED: 7 of 7

D. Reports

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

SECONDED: (Landscape Officer)

CARRIED: 7 of 7

E. Unfinished business arising from the minutes of past meetings:

E 1 (Maintenance) Depreciation Reports: Determine the company to complete the upcoming LLE Depreciation Report and Insurance Appraisals, which includes two annual insurance appraisal updates.

MOVED: (Maintenance) To accept quote from Pacific Rim Appraisals Ltd. at a cost of \$4,580.00 plus GST

SECONDED: (Vice Chair/Bylaws)

CARRIED: 7 of 7

- E 2 (Secretary) Update on LCP changes Unit 29:** Unit 29 is now ready to submit his changes to limited common property to the Lands Title Office.

MOVED: (Vice Chair/Bylaws) To send all required documents to unit 29 for them to file along with their plan with Land Titles Office. This is to be done at Unit 29 expense.

SECONDED: (Secretary)

CARRIED: 7 of 7

F. New Business

- F 1 (Vice-Chair) Electronic File Transfer (EFT) Notifications:** Discuss the protocol for accountability and how to communicate purpose of expense so those getting the EFT can corroborate legitimate expense.

Treasure explained to council that the item under question, which was a deposit slip, should have been sent to account signing authorities only and that the bank had made an error in sending it to other council members. After receiving the email with the extra email addresses showing, the treasurer contacted the bank and asked them to send only to signing authorities.

- F 2 (Treasurer) Betterments**

The difference between what the Strata Insurance covers and the owner's personal insurance covers was discussed.

Strata Insurance will cover any upgrades that were done by the builder prior to the original owner taking possession. (Examples noted were 36" kitchen cabinets and hardwood floors in the den). If the owners do not have a list of the items, with pictures, then the Strata Insurance company may only pay to the builder grade and not any upgrades.

Owners' Insurance should cover betterments/improvements made by the current owner and/or previous owners. Again, these items should be listed with pictures.

It was decided that since the insurance coverage is an important item to all owners, information on this topic will be presented at the next AGM.

- F 3 (Landscaping) Garage Door Windows:** Some of the mullions (garage door window inserts) are becoming brittle. Landscaping will get a price on replacing the mullions and submit them at the next council meeting. He will also walk around the complex and look at the condition of the mullions.

- F4 (Treasurer) RV Storage Area update:** Emails have been sent to the RDN to find out the process and permits that may be required to make improvements to the RV Storage area. An RV Committee meeting will be called in the new year.

G. Date of next meeting: January 9, 2020, 10:00 hours, unit 17

H. Adjourn: 11:25 hours

Original Signed:

Larry Highcock, Chair

Tannis McKinnon Charest, Secretary

Lighthouse Landing Estates VIS 5801
Strata Council Reports
December 9, 2019

Chair

- No report this meeting

Vice Chair

- No Report this meeting

Secretary

- Spoke to unit 29 regarding the registering of changes to limited common property at the land titles office. We reviewed the documents that we have on file and the owner decided that he would try to contact Bruce Jones to see if he could be of help. (Mr. Jones was a previous owner at LLE and would kindly register our changes with the land titles office.) They made contact earlier this week and it seems that Mr. Jones may be in possession of some or all, of the registered documents that he filed for us. I believe it would be to our advantage to contact him to see if he would share the files with us.

Treasurer

- Signing authority updates have been completed as well as changes to email addresses for notifications.
- Strata Insurance transfer to Waypoint has been completed and new policies have been uploaded to our website. A message to this effect was posted and emailed to all owners.
- Information regarding Unit Improvements—Builder Upgrades vs. Betterments—has been posted on our [website](#) along with an Excel Worksheet that owners may use to help them document their upgrades and betterments.
- November Financials are attached. NOTE: on the Monthly Expenses sheet, the \$2901.54 item posted to Operating Contingency is a replacement pump for the waste water treatment plant.

Maintenance

- Arranged for gutters to be cleaned by Crystal Clean Services on Dec 5 and 6.
- Email sent to painter re painting of phase 2, shed and gravel filter fence in the spring and summer.
- Ted #1 arranged for a heat pump service by 21 Degrees from Courtenay. Several unit owners took advantage of them being here to have their heat pumps and furnaces serviced. People seemed happy with their work.

Landscape

- Jim's Mowing finished up in mid Nov with the last leaf cleanup. No more garden refuse is to be left at the site across from # 25 until our garden service starts up next spring.
- I did a walk around and believe that all outside taps are off and drained. If you use your outside taps this winter, do not forget to turn them off and drain them to prevent a flood caused by a frozen pipe.
- Sent # 25 an email instructing them to fill in either an Indemnity Alteration form or a Request and Undertaking form for their plans to change the front hedge.

Waste Water Management

- Weekly checks monitoring turbidity and total discharge are all normal
- Check daily during cold snap to see that heaters are working in kiosk all OK.
- Landscaper removed the last of the leaves from the gravel filter during his final clean up of the year for the complex.
- On Nov 20th the PVC pipe cracked on #1 recirculating pump discharge This was repaired by Core Water. The 48hr shutdown was to make sure the glue had set in the cold weather. The break was probably caused by pump surge over the last decade and we might get more of this as the system gets older.

Balance Sheet - LLE - As of 2019-11-30

(in Canadian Dollars) (Cash Basis)

2019-12-03

Page 1

Account	2019-11-30 Balance
ASSETS	
Cash and Bank Accounts	
CRF Chequing	63,676.81
OPERATING Chq	37,781.17
UBCU Membership Shares	35.94
UBCU Money Max	13.01
UBCU RV Fund	2,434.84
UBCU Savings	48.95
CCCU Member Shares	5.15
Petty Cash	200.00
TOTAL Cash and Bank Accounts	104,195.87
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	251,920.09
LIABILITIES & EQUITY	
LIABILITIES	0.00
EQUITY	251,920.09
TOTAL LIABILITIES & EQUITY	251,920.09

CRF report - LLE - As of 2019-11-30

(in Canadian Dollars)

2019-12-03

Page 1

Account	2019-11-30 Balance
Bank Accounts	
CRF Chequing	63,676.81
TOTAL Bank Accounts	63,676.81
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	159,399.98

Monthly Expenses - LLE - Last month
2019-11-01 through 2019-11-30 (in Canadian Dollars)

2019-12-03

Page 1

Category	2019-11-01- 2019-11-30
310 ADMIN	3,512.04
315 Bank Charges	50.00
330 VISOA	280.50
335 Honorariums	280.00
380 Operating Contingency	2,901.54
450 LANDSCAPING	2,692.80
455 Groundskeeping	2,692.80
500 UTILITIES	127.00
520 BC Hydro	127.00
700 WASTE WATER MANAGEMENT	104.48
702 Lab Analysis	104.48
OVERALL TOTAL	6,436.32

Budget LLE

2019-08-01 through 2019-11-30 Using LLE 2019-20 (in Canadian Dollars)

2019-12-03

Page 1

Category	Actual	2019 August Budget	Difference	Actual	2019 September Budget	Difference	Actual	2019 October Budget
EXPENSES	3,701.06	4,660.16	959.10	5,874.04	7,255.16	1,381.12	5,449.90	6,588.16
300 CARRY FORWARD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
310 ADMIN	50.00	478.16	428.16	479.66	1,900.16	1,420.50	428.25	763.16
315 Bank Charges	50.00	51.50	1.50	51.50	51.50	0.00	50.00	51.50
320 Office expenses	0.00	0.00	0.00	48.16	190.00	141.84	25.25	25.00
322 General Admin	0.00	100.00	100.00	100.00	952.00	852.00	0.00	0.00
323 Depreciation Report	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
325 Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
330 VISOA	0.00	0.00	0.00	0.00	100.00	100.00	73.00	80.00
335 Honorariums	0.00	0.00	0.00	280.00	280.00	0.00	280.00	280.00
380 Operating Contingency	0.00	326.66	326.66	0.00	326.66	326.66	0.00	326.66
400 MAINTENANCE	70.53	0.00	-70.53	0.00	220.00	220.00	0.00	220.00
405 Contractor work	0.00	0.00	0.00	0.00	80.00	80.00	0.00	80.00
410 Repairs Parts	70.53	0.00	-70.53	0.00	50.00	50.00	0.00	50.00
415 Maint. Labour	0.00	0.00	0.00	0.00	80.00	80.00	0.00	80.00
417 Mileage for maintenance	0.00	0.00	0.00	0.00	10.00	10.00	0.00	10.00
420 Gutters	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
425 Snow Removal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
450 LANDSCAPING	2,692.80	2,940.00	247.20	2,911.90	2,820.00	-91.90	2,872.80	2,920.00
451 Landscaping general	0.00	200.00	200.00	219.10	0.00	-219.10	0.00	0.00
455 Groundskeeping	2,692.80	2,640.00	-52.80	2,692.80	2,640.00	-52.80	2,692.80	2,640.00
461 Sprinkler maint. & parts	0.00	0.00	0.00	0.00	80.00	80.00	152.00	80.00
462 Sprinklers labour	0.00	100.00	100.00	0.00	100.00	100.00	0.00	200.00
463 Mileage for Irrigation	0.00	0.00	0.00	0.00	0.00	0.00	28.00	0.00
465 Irrigation other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500 UTILITIES	127.00	466.00	339.00	127.00	129.00	2.00	552.79	206.00
510 Water	0.00	337.00	337.00	0.00	0.00	0.00	337.79	0.00
520 BC Hydro	127.00	129.00	2.00	127.00	129.00	2.00	127.00	129.00
530 Utility Trailer	0.00	0.00	0.00	0.00	0.00	0.00	88.00	77.00
600 CRF Disbursements	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
610 Painting	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
700 WASTE WATER MANAGEMENT	760.73	776.00	15.27	2,355.48	2,186.00	-169.48	1,596.06	2,479.00
701 Core Water	656.25	656.00	-0.25	988.77	656.00	-332.77	1,312.50	656.00
702 Lab Analysis	104.48	100.00	-4.48	104.48	350.00	245.52	249.37	100.00
720 Collection System	0.00	0.00	0.00	0.00	750.00	750.00	0.00	0.00
725 Treatment System	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
730 Disposal	0.00	0.00	0.00	0.00	200.00	200.00	0.00	0.00
740 Communication & Control	0.00	20.00	20.00	16.90	20.00	3.10	34.19	1,520.00
750 Emergency power (generator)	0.00	0.00	0.00	1,041.93	210.00	-831.93	0.00	0.00
760 Ministry of Environment	0.00	0.00	0.00	203.40	0.00	-203.40	0.00	203.00
765 EOCP (every three years)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
770 Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Difference:	-3,701.06	-4,660.16	959.10	-5,874.04	-7,255.16	1,381.12	-5,449.90	-6,588.16

Budget LLE

2019-08-01 through 2019-11-30 Using LLE 2019-20 (in Canadian Dollars)

Category	Difference	Actual	2019 November Budget	Difference	2019-08-01 Actual	- Budget	2019-11-30 Difference
EXPENSES	1,138.26	6,436.32	5,020.16	-1,416.16	21,461.32	23,523.64	2,062.32
300 CARRY FORWARD	0.00	0.00	0.00	0.00	0.00	0.00	0.00
310 ADMIN	334.91	3,512.04	838.16	-2,673.88	4,469.95	3,979.64	-490.31
315 Bank Charges	1.50	50.00	51.50	1.50	201.50	206.00	4.50
320 Office expenses	-0.25	0.00	100.00	100.00	73.41	315.00	241.59
322 General Admin	0.00	0.00	0.00	0.00	100.00	1,052.00	952.00
323 Depreciation Report	0.00	0.00	0.00	0.00	0.00	0.00	0.00
325 Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
330 VISOA	7.00	280.50	80.00	-200.50	353.50	260.00	-93.50
335 Honorariums	0.00	280.00	280.00	0.00	840.00	840.00	0.00
380 Operating Contingency	326.66	2,901.54	326.66	-2,574.88	2,901.54	1,306.64	-1,594.90
400 MAINTENANCE	220.00	0.00	210.00	210.00	70.53	650.00	579.47
405 Contractor work	80.00	0.00	80.00	80.00	0.00	240.00	240.00
410 Repairs Parts	50.00	0.00	50.00	50.00	70.53	150.00	79.47
415 Maint. Labour	80.00	0.00	80.00	80.00	0.00	240.00	240.00
417 Mileage for maintenance	10.00	0.00	0.00	0.00	0.00	20.00	20.00
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	47.20	2,692.80	2,720.00	27.20	11,170.30	11,400.00	229.70
451 Landscaping general	0.00	0.00	0.00	0.00	219.10	200.00	-19.10
455 Groundskeeping	-52.80	2,692.80	2,640.00	-52.80	10,771.20	10,560.00	-211.20
461 Sprinkler maint. & parts	-72.00	0.00	80.00	80.00	152.00	240.00	88.00
462 Sprinklers labour	200.00	0.00	0.00	0.00	0.00	400.00	400.00
463 Mileage for Irrigation	-28.00	0.00	0.00	0.00	28.00	0.00	-28.00
465 Irrigation other	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500 UTILITIES	-346.79	127.00	466.00	339.00	933.79	1,267.00	333.21
510 Water	-337.79	0.00	337.00	337.00	337.79	674.00	336.21
520 BC Hydro	2.00	127.00	129.00	2.00	508.00	516.00	8.00
530 Utility Trailer	-11.00	0.00	0.00	0.00	88.00	77.00	-11.00
600 CRF Disbursements	0.00	0.00	0.00	0.00	0.00	0.00	0.00
610 Painting	0.00	0.00	0.00	0.00	0.00	0.00	0.00
700 WASTE WATER MANAGEMENT	882.94	104.48	786.00	681.52	4,816.75	6,227.00	1,410.25
701 Core Water	-656.50	0.00	656.00	656.00	2,957.52	2,624.00	-333.52
702 Lab Analysis	-149.37	104.48	100.00	-4.48	562.81	650.00	87.19
720 Collection System	0.00	0.00	0.00	0.00	0.00	750.00	750.00
725 Treatment System	0.00	0.00	0.00	0.00	0.00	0.00	0.00
730 Disposal	0.00	0.00	0.00	0.00	0.00	200.00	200.00
740 Communication & Control	1,485.81	0.00	30.00	30.00	51.09	1,590.00	1,538.91
750 Emergency power (generator)	0.00	0.00	0.00	0.00	1,041.93	210.00	-831.93
760 Ministry of Environment	203.00	0.00	0.00	0.00	203.40	203.00	-0.40
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:	1,138.26	-6,436.32	-5,020.16	-1,416.16	-21,461.32	-23,523.64	2,062.32



Your C.O.C. #: G132906

Attention: James McKerr

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

Report Date: 2019/11/29

Report #: R2817692

Version: 1 - Final

CERTIFICATE OF ANALYSIS

BV LABS JOB #: B9A0457

Received: 2019/11/21, 12:25

Sample Matrix: Water
Samples Received: 3

Analyses	Quantity	Date Extracted	Date Analyzed	Laboratory Method	Analytical Method
Biochemical Oxygen Demand (1)	1	2019/11/22	2019/11/27	BBY6SOP-00045	SM 23 5210 B m
Fecal Coliform by membrane filtration (1)	2	N/A	2019/11/22	BBY4SOP-00001	SM 22 9222 m
Nitrate + Nitrite (N) (1)	2	N/A	2019/11/22	BBY6SOP-00010	SM 23 4500-NO3- I m
Nitrite (N) by CFA (1)	2	N/A	2019/11/22	BBY6SOP-00010	SM 23 4500-NO3- I m
Nitrogen - Nitrate (as N) (1)	2	N/A	2019/11/23	BBY WI-00033	Auto Calc
Total Phosphorus (2)	1	2019/11/25	2019/11/25	AB SOP-00024	SM 23 4500-P A,B,F m
Total Phosphorus (2)	1	2019/11/26	2019/11/26	AB SOP-00024	SM 23 4500-P A,B,F m
Total Suspended Solids (1)	1	2019/11/25	2019/11/26	BBY6SOP-00034	SM 23 2540 D m

Remarks:

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

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

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

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

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

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

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

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

(1) This test was performed by BV Labs Vancouver

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



Your C.O.C. #: G132906

Attention: James McKerr

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

Report Date: 2019/11/29

Report #: R2817692

Version: 1 - Final

CERTIFICATE OF ANALYSIS

BV LABS JOB #: B9A0457

Received: 2019/11/21, 12:25

Encryption Key

Please direct all questions regarding this Certificate of Analysis to your Project Manager.

Customer Solutions, Western Canada Customer Experience Team

Email: customersolutionswest@bvlabs.com

Phone# (833) 282-5227

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

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



RESULTS OF CHEMICAL ANALYSES OF WATER

BV Labs ID		WZ1505			WZ1506			WZ1507		
Sampling Date		2019/11/21 10:20			2019/11/21 11:15			2019/11/21 11:35		
COC Number		G132906			G132906			G132906		
	UNITS	LIGHTHOUSE LANDING EFFLUENT	RDL	QC Batch	CURTAIN DRAIN B	RDL	QC Batch	WELL A	RDL	QC Batch
Demand Parameters										
Biochemical Oxygen Demand	mg/L	2.2	2.0	9682328						
Nutrients										
Total Phosphorus (P)	mg/L				<0.030	0.030	9685695	0.0097	0.0030	9684439
Physical Properties										
Total Suspended Solids	mg/L	4.8	4.0	9684316						
RDL = Reportable Detection Limit										



MICROBIOLOGY (WATER)

BV Labs ID		WZ1506	WZ1507		
Sampling Date		2019/11/21 11:15	2019/11/21 11:35		
COC Number		G132906	G132906		
	UNITS	CURTAIN DRAIN B	WELL A	RDL	QC Batch
Microbiological Param.					
Fecal Coliforms	CFU/100mL	<1	<1	1	9682150
RDL = Reportable Detection Limit					



NITRITE & NITRATE IN WATER (WATER)

BV Labs ID		WZ1506	WZ1507		
Sampling Date		2019/11/21 11:15	2019/11/21 11:35		
COC Number		G132906	G132906		
	UNITS	CURTAIN DRAIN B	WELL A	RDL	QC Batch
ANIONS					
Nitrite (N)	mg/L	0.0077	<0.0050	0.0050	9682666
Calculated Parameters					
Nitrate (N)	mg/L	5.00	16.5	0.20	9681966
Nutrients					
Nitrate plus Nitrite (N)	mg/L	5.00 (1)	16.5 (1)	0.20	9682665
RDL = Reportable Detection Limit					
(1) Detection limits raised due to dilution to bring analyte within the calibrated range.					



BUREAU
VERITAS

BV Labs Job #: B9A0457

Report Date: 2019/11/29

The Owners, VIS 5801, Lighthouse Landing Estates

GENERAL COMMENTS

Results relate only to the items tested.



QUALITY ASSURANCE REPORT

QA/QC Batch	Init	QC Type	Parameter	Date Analyzed	Value	Recovery	UNITS	QC Limits
9682328	IC4	Spiked Blank	Biochemical Oxygen Demand	2019/11/27		92	%	85 - 115
9682328	IC4	Method Blank	Biochemical Oxygen Demand	2019/11/27	<2.0		mg/L	
9682328	IC4	RPD [WZ1505-02]	Biochemical Oxygen Demand	2019/11/27	2.8		%	20
9682665	MO5	Matrix Spike	Nitrate plus Nitrite (N)	2019/11/22		106	%	80 - 120
9682665	MO5	Spiked Blank	Nitrate plus Nitrite (N)	2019/11/22		102	%	80 - 120
9682665	MO5	Method Blank	Nitrate plus Nitrite (N)	2019/11/22	<0.020		mg/L	
9682665	MO5	RPD	Nitrate plus Nitrite (N)	2019/11/22	0.50		%	25
9682666	MO5	Matrix Spike	Nitrite (N)	2019/11/22		107	%	80 - 120
9682666	MO5	Spiked Blank	Nitrite (N)	2019/11/22		103	%	80 - 120
9682666	MO5	Method Blank	Nitrite (N)	2019/11/22	<0.0050		mg/L	
9682666	MO5	RPD	Nitrite (N)	2019/11/22	1.6		%	20
9684316	WZ1	Matrix Spike	Total Suspended Solids	2019/11/26		100	%	80 - 120
9684316	WZ1	Spiked Blank	Total Suspended Solids	2019/11/26		100	%	80 - 120
9684316	WZ1	Method Blank	Total Suspended Solids	2019/11/26	<4.0		mg/L	
9684316	WZ1	RPD	Total Suspended Solids	2019/11/26	18		%	20
9684439	JLD	Matrix Spike	Total Phosphorus (P)	2019/11/25		NC	%	80 - 120
9684439	JLD	QC Standard	Total Phosphorus (P)	2019/11/25		97	%	80 - 120
9684439	JLD	Spiked Blank	Total Phosphorus (P)	2019/11/25		103	%	80 - 120
9684439	JLD	Method Blank	Total Phosphorus (P)	2019/11/25	<0.0030		mg/L	
9684439	JLD	RPD	Total Phosphorus (P)	2019/11/25	1.5 (1)		%	20
9685695	JLD	Matrix Spike	Total Phosphorus (P)	2019/11/26		99	%	80 - 120
9685695	JLD	QC Standard	Total Phosphorus (P)	2019/11/26		91	%	80 - 120
9685695	JLD	Spiked Blank	Total Phosphorus (P)	2019/11/26		103	%	80 - 120
9685695	JLD	Method Blank	Total Phosphorus (P)	2019/11/26	<0.0030		mg/L	
9685695	JLD	RPD	Total Phosphorus (P)	2019/11/26	NC		%	20

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

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

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

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

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

NC (Matrix Spike): The recovery in the matrix spike was not calculated. The relative difference between the concentration in the parent sample and the spike amount was too small to permit a reliable recovery calculation (matrix spike concentration was less than the native sample concentration)

NC (Duplicate RPD): The duplicate RPD was not calculated. The concentration in the sample and/or duplicate was too low to permit a reliable RPD calculation (absolute difference <= 2x RDL).

(1) Detection limits raised due to dilution to bring analyte within the calibrated range.



VALIDATION SIGNATURE PAGE

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

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

Harry (Peng) Liang, Senior Analyst

Rob Reinert, B.Sc., Scientific Spécialist

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

Invoice Information		Report Information (if differs from invoice)		Project Information		Turnaround Time (TAT) Required	
Company: <u>The Owners VISS801</u>		Company: <u>Core Water</u>		Quotation: _____		☐ 5 - 7 Days Regular (Most analyses)	
Contact Name: <u>Lighthouse Landing</u>		Contact Name: <u>Jim McKerr</u>		P.O. #/AFER: _____		PLEASE PROVIDE ADVANCE NOTICE FOR RUSH PROJECTS	
Address: <u>Michel de Bellefeuille</u>		Address: <u>Myriam Raiche</u>		Project #: _____		Rush TAT (Surcharges will be applied)	
PC: _____		PC: _____		Site Location: _____		☐ Same Day ☐ 2 Days	
Phone/Fax: _____		Phone/Fax: _____		Site #: _____		☐ 1 Day ☐ 3-4 Days	
Email: <u>secretary@viss801.ca</u>		Email: <u>myriam@corewater.ca</u>		Sampled By: _____		Date Required: _____	
Copies: <u>emmentee10@gmail.com</u>		Copies: <u>emmentee10@gmail.com</u>				Rush Confirmation #: _____	

Laboratory Use Only				Analysis Requested												Regulatory Criteria				
YES	NO	Cooler ID		☐ VOC / BTEX / VPH ☐ VOC / BTEX / F1 ☐ PAH ☐ EPH ☐ Dissolved Metals ☐ Dissolved Mercury ☐ Total Metals ☐ Total Mercury ☐ Chloride ☐ TSS ☐ pH ☐ Nitrate ☐ MTBE ☐ VOC / BTEX / F1 ☐ LEPH / HEPH / PAH ☐ F2 - F4 ☐ Preserved? ☐ Preserved? ☐ Field Preserved? ☐ Field Preserved? ☐ Sulphate ☐ COD ☐ Alkalinity ☐ Ammonia ☐ BOD ☐ Conductivity ☐ Nitrite ☐ Seal Present ☐ Seal Intact ☐ Cooling Media												☐ BC CSR ☐ YK CSR ☐ CCME ☐ Drinking Water ☐ BC Water Quality ☐ Other				
Seal Present	Seal Intact	Cooling Media																		
Seal Present	Seal Intact	Cooling Media																		
Seal Present	Seal Intact	Cooling Media																		
YES	NO	Cooler ID		☐ Seal Present ☐ Seal Intact ☐ Cooling Media ☐ Seal Present ☐ Seal Intact ☐ Cooling Media ☐ Seal Present ☐ Seal Intact ☐ Cooling Media												☐ BC CSR ☐ YK CSR ☐ CCME ☐ Drinking Water ☐ BC Water Quality ☐ Other				
Seal Present	Seal Intact	Cooling Media																		
Seal Present	Seal Intact	Cooling Media																		
Seal Present	Seal Intact	Cooling Media																		
Sample Identification				Date Sampled (yyyy/mm/dd)	Time Sampled (hh:mm)	Matrix	☐ Seal Present ☐ Seal Intact ☐ Cooling Media ☐ Seal Present ☐ Seal Intact ☐ Cooling Media ☐ Seal Present ☐ Seal Intact ☐ Cooling Media												☐ BC CSR ☐ YK CSR ☐ CCME ☐ Drinking Water ☐ BC Water Quality ☐ Other	
Sample Identification				Date Sampled (yyyy/mm/dd)	Time Sampled (hh:mm)	Matrix														
Sample Identification				Date Sampled (yyyy/mm/dd)	Time Sampled (hh:mm)	Matrix														
Sample Identification				Date Sampled (yyyy/mm/dd)	Time Sampled (hh:mm)	Matrix														

Unless otherwise agreed to in writing, work submitted on this Chain of Custody is subject to Maxxam's standard Terms and Conditions. Signing of this Chain of Custody document is acknowledgement and acceptance of:

Relinquished by: (Signature/ Print)	Date (yyyy/mm/dd):	Time (hh:mm):	Received by: (Signature/ Print)	Date (yyyy/mm/dd):	Time (hh:mm):
<u>M. W. Schley</u>	2019/11/21	12:25	<u>Michelle W. Schley</u>	2019/11/21	12:25
<u>M. W. Schley</u>	2019/11/21	15:00	<u>J. M. W.</u>	2019/11/22	9:40

B9A0457_COC

Upgrades and Betterments

Lighthouse Landing Estates, 5300 Gainsberg Road, Deep Bay, B.C.

Upgrades and Betterments are items such as granite countertops, hardwood floors, new appliances, skylights and heat pumps that have been added to the builder's standards.

Upgrades: are improvements that were installed during construction by the builder.

Betterments: are improvements that were purchased and added to the unit by the owner after they took possession of the unit.

Unit # ??	<u>Improvement</u>	<u>Upgrade</u>	<u>Betterment</u>	<u>Upgrades</u>
		X	X	<u>Builder's price</u>
General	Rounded drywall corners			\$300.00
	Exterior French doors with blinds inserted			\$1,160.00
	French door on den			\$250.00
	Pocket door in den with glass			\$220.00
	Skylight tube in den			\$1,150.00
	Extra pot lights - each			\$70.00
	Chair rail in foyer and hallway			\$500.00
Cabinets	Wood: in kitchen and ensuite			\$2,000.00
	36" upper cabinets			\$750.00
	Kick detail			\$150.00
	Glass door inserts			\$350.00
	two piece crown molding			\$1,000.00
	built out sink base - kitchen and ensuite			\$6,000.00
	Granite in kitchen			
Kitchen	Faucet Moen waterhill			\$580.00
	Undermount sinks (granite only)			\$950.00
Floors	Hardwood Great Room			\$3,400.00
	Hardwood Master Bedroom			\$1,750.00
	Hardwood Den			\$1,500.00
	Hardwood 2nd bedroom			\$1,650.00
	Tiled floor ensuite			\$450.00
	Heated tiled floor ensuite			\$1,800.00
Bathrooms	Shelves in toilet room			\$285.00
	Larger Mirror in ensuite			\$400.00
	Extra sink in ensuite			\$300.00
	Extra faucet			\$350.00
	Pocket door in ensuite			\$440.00
Laundry Area	Higher cabinet with counter			\$300.00
	Separate electrical outlet to laundry room			\$350.00
Fireplace	Slate / tile			\$300.00
Deck	Two glass panels on Deck			\$700.00
Appliances:	Range			
	Fridge			

Dishwasher
Range hood
Washer and Dryer
Built in vacuum
Heat Pump