
The Owners Strata Plan VIS 5801

AGM – 2020

Dear Owners:

The 2020 AGM for the Lighthouse Landing Estates strata corporation is scheduled for Wednesday August 26, 2020 and will be held at the Bowser Legion Hall in Bowser. Since we will be having a presentation by Waypoint Insurance, we have structured the registration times follows:

Early Registration opens: 1800 hrs. To 1815 hrs.

Presentation by Waypoint Insurance: 1815 hrs. To 1845 hrs.

Please note: To prevent disruption during the presentation, doors will be closed for its duration. If you are not present for early registration you will not be able to enter until registration resumes, after the presentation is over.

The presentation will cover:

- The current state of the Strata insurance market.
- Summary of the current Strata policy.
- Earthquake coverage (EQ) and the homeowner's coverage and why it is important to have EQ on contents.
- Overland water coverage, differences between strata and condo policies.
- Tsunami coverage.
- How Strata policies and Condo policies complement each other.
- Importance of coverage and loss assessment cover.

Registration resumes: 1845 hrs to 1900 hrs.

Annual General Meeting begins: 1900 hrs.

Due to the Covid-19 situation, we have had to institute a number of restrictions to ensure the safety of all.

- We have a Provincial limit of fifty (50) people (including Legion staff) so we ask that only one (1) person from each Unit attend unless they are assisting with the meeting.
- No water, coffee, etc. will be available.
- No pens will be available. Please bring your own in the event one is required for voting or note-taking purposes.
- Wearing face masks will be mandatory. Please bring your own face mask.
- Hand sanitizer will be available at the registration desk.

Please review in detail the AGM package provided in advance to ensure the meeting runs as efficiently and effectively as possible.

If you are an Owner but are 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 as one of the proposed resolutions requires 100% of owners support to pass. Remind your Proxy that

they must have their signed Proxy certified at the Registration Table near the entrance before a Voting Card and Ballots are provided. Your Proxy is required by law to bring photo identification with them.

Owners must present themselves to the Registration Table (Brenda Patchett and Sharon Highcock) to be issued the Voting Cards and Ballots.

Questions before the AGM may be directed to our Chair, Larry Highcock by telephone (250-757-8612) or by electronic mail at chair@vis5801.ca no later than August 19, 2020. Council will take the opportunity to research any questions and respond to you before or at the AGM.

Additions to the Agenda require the signatures of six (6) owners and must be sent to the Secretary no later than August 19, 2020.

Concerning the election of Council for the 2020-2021 term, the following individuals have volunteered to let their name stand for indicated positions:

Larry Highcock	Chair
Robert Mathieson	Maintenance
Suzanne LaRoy	Vice Chair/By-Laws
Suzan Chamney	Treasurer
Tannis McKinnon Charest	Secretary
Hugh Jackson	Waste Water Treatment Committee
Violet Louise van Hees	Landscaping

Please consider putting your name forward for any of the positions. Nominations for Council may be sent to our Chair, Larry Highcock, at the coordinates shown above. A call for nominations from the floor for any of the positions will also be conducted.

Hope to see you at the meeting!



AGENDA ANNUAL GENERAL MEETING

The Owners Strata Plan VIS 5801

2020 08 26 at the Bowser Legion Hall

Early registration opens at 18:00 hours

Presentation by Waypoint Insurance 18:15 – 18:45 hours

Please note: No one will be admitted during this period.

Registration re-opens at 18:45 hours

Meeting start at 19:00 hours

A. Call to Order & Establish Chair

MOTION: to recognize the strata council chair 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 changes to allow guest recreational vehicle parking within the strata. (H.1) and for proposed changes to the monthly fee collection for Landscaping items (H.3) and to 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 2020 08 26 as circulated.

E. Approval of Minutes (Chair)

MOTION: to adopt the minutes of Annual General Meeting held 2019 08 21 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 (Chair)

F. 2 RV Parking Area Enhancement Project (RV Parking Coordinator)

AGENDA ANNUAL GENERAL MEETING

G. Reports (per AGM package):

G.1. Chair

G.2. Treasurer

MOTION: to adopt the Financial Results for 2019-2020 as presented.

G.3. Maintenance

G.4. Landscaping

G.5. Vice Chair/Bylaws

G.6. Secretary

G.7. Insurance

G.8. Waste Water Management Committee

G.9. RV Storage Committee

G.10. Front Entrance Renewal

H. Special Resolutions:

H.1. Change to Bylaw 34 (2) (d) to allow restricted guest recreational vehicle parking within the strata.

H.2. Addition to Rules regarding planting non-ornamental fruit-producing trees.

H.3. Changes to Formula for Fee Collection. Alteration to the monthly fee collection formula changing Landscaping budget items from being based on Entitlement to being collected equally from each unit.

H.4. Addition to the Rules to specify paint colours for Alterations to Limited Common Property and/or Common Property.

H.5. Addition to the Rules regarding the use of pesticides

I. Appreciation (Chair)

J. 2020/2021 Budget (Treasurer)

J.1 Proposed 2020-2021 budget.

MOTION: to accept the 2020-2021 budget, either option 1 or 2 as circulated.

K. New Business:

K.1 Bylaws Review

K.2 The Green Team

L. Elections of Strata Council 2020-21:

AGENDA ANNUAL GENERAL MEETING

Section 13 (1) of our Bylaws require the election of Chair, Vice-Chair / Bylaws Officer, Secretary, Treasurer, Maintenance Officer, Landscaping Officer and Waste Water Management Representative to Strata Council at each Annual General Meeting.

Currently, nominees offering to let their names stand for Council positions are:

Larry Highcock (Chair); Suzanne LaRoy (Vice Chair/Bylaws) Bob Mathieson (Maintenance); Suzan Chamney (Treasurer); Hugh Jackson (Waste Water Management Committee Representative); Tannis McKinnon Charest (Secretary); and Violet van Hees (Landscaping)

M. Adjournment



MINUTES – ANNUAL GENERAL MEETING

Wednesday August 21, 2019 Bowser Legion Hall

Present: Strata Lot #2 Strata Lot #4 Strata Lot #5 Strata Lot #6 Strata Lot #8 Strata Lot #9
Strata Lot #10 Strata Lot #11 Strata Lot #13 Strata Lot #14 Strata Lot #15
Strata Lot #16 Strata Lot #19 Strata Lot #20 Strata Lot #21 Strata Lot #23
Strata Lot #24 Strata Lot #27 Strata Lot #28 Strata Lot #30

By Proxy: Strata Lot #1 Strata Lot #3 Strata Lot #7 Strata Lot #17 Strata Lot #18
Strata Lot #22 Strata Lot #25 Strata Lot #26 Strata Lot #29

Absent: Strata Lot #12

A. Meeting called to Order at 6:32 pm and Landscaping Officer established as Chair of AGM

MOVED: (#2) to recognize the Landscaping Officer as Chair of the AGM.

SECONDED: (#19)

CARRIED: 29 of 29

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: 19 Proxies Confirmed: 10 Total: Owners Represented: 29

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

Assuming no abstained vote: Unanimous vote is 30

$\frac{3}{4}$ vote is 22

Majority vote is 15

MOVED: (#2) 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.

SECONDED: (#19)

CARRIED: 29 of 29

C. Filing Proof of Notice

Proof of notice **attached**.

D. Approval of Agenda

MOVED: (#16) to adopt the Agenda of Annual General Meeting of 2019 08 21 as circulated.

SECONDED: (#13)

CARRIED: 29 of 29

E. Approval of Minutes

MOVED: (#14) to adopt the Minutes of Annual General Meeting held 2018 08 28 as circulated.

SECONDED: (#9)

CARRIED: 29 of 29

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

F. 1 Unit 29 Indemnity & Alteration Agreement:

The Secretary reviewed the circumstances that have resulted in the delays that have up to now prevented this item to be closed. A conclusion is now only depending on the submission of a sketch that meets the standard of the Land Title Office. This item will be ongoing with the new Council.

F. 2 Honorarium for Strata Council

F. 3 Proposed Changes to Formula for Fee Collection

The Treasurer indicated that these two items have led to proposed resolutions H.1 and H.2 and will be concluded when owners have voted on them.

G. Reports

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

G.2 Treasurer report – Updated financial results to the end of July 2019 were presented and briefly discussed (**per AGM Package**). The Treasurer indicated that because we are now self-managed, a Committee of owners not on Council would be struck shortly to carry out a review of the accounting records for the Strata.

MOVED: (#21) to adopt the Financial Results for 2018/2019 as presented.

SECONDED: (#2)

CARRIED: 29 of 29

G.3 Maintenance (per AGM Package) – The Maintenance Officer highlighted the rising expenses for maintaining the underground sprinkling system as a number of significant failures were dealt with during the past year. He also confirmed that an inspection of decks had been carried out and repairs completed where needed.

G.4 Landscape (per AGM Package) – The Landscaping Officer informed the Owners that sprinkler maintenance had become a Landscaping responsibility. An owner indicated that the landscaping contractor appeared to have a significant oil leak on his vehicle. The Landscaping Officer will confirm that this has been repaired.

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

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

Insurance Report (per AGM Package) – No questions

Waste Water Management Committee Report (per AGM Package) – A question was raised regarding the absence of a new pump in the septic part of the budget. The Treasurer indicated that this part of the budget had been developed by the Waste Water Management Committee and was included unchanged after it was reconfirmed as being correct.

RV Parking Report (per AGM Package) – No Questions

H. Special Resolutions:

The voting results for the special resolutions proposed were as follows:

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. (Moved: #21; Seconded #19)

Resolution H.1 In Favour: 23 Against: 6 Decision: CARRIED

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. (Moved: #4; Seconded #21)

Resolution H.2 In Favour: 18 Against: 11 Decision: DEFEATED

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.*” (Moved: #17; Seconded #14)

Resolution H.3 In Favour: 29 Against: 0 Decision: CARRIED

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.
(Moved: #19; Seconded #2)

Resolution H.4 In Favour: 27 Against: 1 Abstained: 1 Decision: CARRIED

I. Appreciation:

The Chair presented small gifts of appreciation for services rendered to members of the various committees active during the year as well as members of Council.

J. 2019/2020 Budget:

Consistent with resolution H1 that approved the inclusion of honorarium for Council Members, the Treasurer presented and reviewed the “*Budget option with honorarium*” proposed and strata fee schedule for 2019/2020 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 budget option with honorarium for the 2019/2020 budget as circulated including the identified planned expenditure from the Contingency Reserve Fund. (Moved: #5; Seconded #19)

Resolution J.1 In Favour: 28 Abstained: 1 Decision: CARRIED

K. New Business:

K.1 Create a vision for the RV storage area: The Landscaping Officer explained that a committee of owners would be struck to develop a vision for the future of that area. This should result in a proposal presented to owners for approval. There are many factors to consider, including visibility, access, size of spots and of RV units.

L. Election of Council:

Consistent with the passing of Resolution H.3, the following candidates were nominated and elected by acclamation and will assume the positions indicated:

Chair – Larry Highcock (Strata Lot #17)
Vice-Chair/Bylaw Officer – Suzanne LaRoy (Strata Lot #8)
Treasurer – Suzan Chamney (Strata Lot #21)
Secretary – Tannis Charest (Strata Lot #5)
Maintenance – Robert Mathieson (Strata Lot #27)
Landscaping – Keith Patchett (Strata Lot #13)
Waste Water Management Committee Representative – Hugh Jackson (Strata Lot #20)

M. Adjourned at 8:10 pm.

Original Signed:

Keith Patchett, Landscaping Officer

Michel de Bellefeuille, Secretary

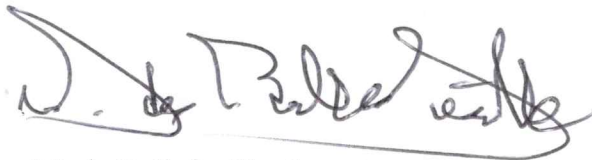
2019 (VIS 5801) AGM - Proof of Notice

I certify that I did provide a Notice of Annual General Meeting to The Owners, VIS 5801 by email notification and web page posting on 2019.JUL.22 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 2018/2019 as well as the 2019/2020 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 black ink, appearing to read 'M. de Bellefeuille', written over a horizontal line.

M. de Bellefeuille, Secretary
VIS 5801

2-5300 Gainsberg Road
Bowser, BC V0R 1G0

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.

END OF LAST YEAR'S MINUTES

2019 – 2020 COUNCIL REPORTS

CHAIR REPORT - 2019-2020

You can see by the reports submitted by each of the Strata Council members that we had a very busy year. Strata Council's role, as always, is to ensure the activities carried out fit the budget as much as possible. Each year, there are things that crop up that present a challenge to maintain the highest standard that Owners expect and Strata Council members work hard at meeting these standards. This fiscal year has seen us maintain this standard.

Thank you, Owners, for giving us the necessary support in meeting your high expectations.

Larry Highcock, Chair
Lighthouse Landing Estates Strata Council

Treasurer's AGM Report August 2020

Things are running smoothly in the Finance portfolio. Most of our banking data downloads directly into Quicken, from which we can generate a wide range of reports.

I am pleased to report that VIS 5801 continues to be in a good financial state. We stayed within our Operating Expenses budget and therefore have surplus funds to carry forward into next year's budget to help offset monthly fees. The emergency purchase of a back up pump for our Waste Water Treatment Plant, which was not in the budget, came out of the Contingency Reserve Fund. In order to better address emergency requirements, a 10% contingency has been added to the 2020-21 budget.

Pacific Rim Appraisals completed our triennial Depreciation Report this year; it is posted on our website. Following its recommendations, we will be upping our contributions to the Contingency Reserve Fund to \$30,000 in 2020-21, therefore our monthly fees will be going up. (Fee schedule attached.)

Since VIS 5801 had more than \$200,000 in assets at the end of our last fiscal year, we engaged an accountant to complete our Income Tax Return. The process went smoothly and was accepted by the Canada Revenue Agency.

Last year we put an annual Financial Review Committee in place to review the past year's financials and report back to the owners. It worked well, therefore we continue with an ongoing Financial Committee. The Finance Committee also participated in this year's budget process.

It has been a pleasure—and a lot of fun—working with our dedicated and conscientious Council members.

Suzan Chamney, Treasurer

Balance Sheet - LLE - As of 2020-07-31

(in Canadian Dollars) (Cash Basis)

2020-08-01

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Account	2020-07-31 Balance
ASSETS	
Cash and Bank Accounts	
CRF Chequing	52,425.76
OPERATING Chq	26,313.43
UBCU Membership Shares	36.83
UBCU Money Max	13.01
UBCU RV Fund	2,434.84
CCCU Member Shares	5.15
Petty Cash	200.00
TOTAL Cash and Bank Accounts	81,429.02
Other Assets	
CRF 003 GIC **7155	11,222.63
CRF 004 GIC **7171	11,222.63
CRF 005 GIC **7205	11,222.46
CRF 006 GIC **7130	22,231.58
CRF 007 GIC **7098	11,222.36
CRF 3YR Rising Rate GIC	20,500.00
CRF 5YR GIC	10,403.28
UBCU Septic Bond RESTRICTED	52,001.05
TOTAL Other Assets	150,025.99
TOTAL ASSETS	231,455.01
LIABILITIES & EQUITY	
LIABILITIES	0.00
EQUITY	231,455.01
TOTAL LIABILITIES & EQUITY	231,455.01

CRF report - LLE - As of 2020-07-31

(in Canadian Dollars)

2020-08-01

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Account	2020-07-31 Balance
Bank Accounts	
CRF Chequing	52,425.76
TOTAL Bank Accounts	52,425.76
Asset Accounts	
CRF 003 GIC **7155	11,222.63
CRF 004 GIC **7171	11,222.63
CRF 005 GIC **7205	11,222.46
CRF 006 GIC **7130	22,231.58
CRF 007 GIC **7098	11,222.36
CRF 3YR Rising Rate GIC	20,500.00
CRF 5YR GIC	10,403.28
TOTAL Asset Accounts	98,024.94
OVERALL TOTAL	150,450.70

Budget LLE - Last year

2019-08-01 through 2020-07-31 Using LLE 2019-20 (in Canadian Dollars)

2020-08-01

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Category	2019 August			2019 September			2019 October		
	Actual	Budget	Difference	Actual	Budget	Difference	Actual	Budget	Difference
EXPENSES	3,701.06	4,660.16	959.10	5,874.04	7,255.16	1,381.12	5,449.90	6,588.16	1,138.26
300 CARRY FORWARD	0.00	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	334.91
315 Bank Charges	50.00	51.50	1.50	51.50	51.50	0.00	50.00	51.50	1.50
320 Office expenses	0.00	0.00	0.00	48.16	190.00	141.84	25.25	25.00	-0.25
322 General Admin	0.00	100.00	100.00	100.00	952.00	852.00	0.00	0.00	0.00
323 Depreciation Report	0.00	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	0.00
330 VISOA	0.00	0.00	0.00	0.00	100.00	100.00	73.00	80.00	7.00
335 Honorariums	0.00	0.00	0.00	280.00	280.00	0.00	280.00	280.00	0.00
380 Operating Contingency	0.00	326.66	326.66	0.00	326.66	326.66	0.00	326.66	326.66
400 MAINTENANCE	70.53	0.00	-70.53	0.00	220.00	220.00	0.00	220.00	220.00
405 Contractor work	0.00	0.00	0.00	0.00	80.00	80.00	0.00	80.00	80.00
410 Repairs Parts	70.53	0.00	-70.53	0.00	50.00	50.00	0.00	50.00	50.00
415 Maint. Labour	0.00	0.00	0.00	0.00	80.00	80.00	0.00	80.00	80.00
417 Mileage for maintenance	0.00	0.00	0.00	0.00	10.00	10.00	0.00	10.00	10.00
420 Gutters	0.00	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	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	47.20
451 Landscaping general	0.00	200.00	200.00	219.10	0.00	-219.10	0.00	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	-52.80
461 Sprinkler maint. & parts	0.00	0.00	0.00	0.00	80.00	80.00	152.00	80.00	-72.00
462 Sprinklers labour	0.00	100.00	100.00	0.00	100.00	100.00	0.00	200.00	200.00
463 Mileage for Irrigation	0.00	0.00	0.00	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	0.00	0.00
500 UTILITIES	127.00	466.00	339.00	127.00	129.00	2.00	552.79	206.00	-346.79
510 Water	0.00	337.00	337.00	0.00	0.00	0.00	337.79	0.00	-337.79
520 BC Hydro	127.00	129.00	2.00	127.00	129.00	2.00	127.00	129.00	2.00
530 Utility Trailer	0.00	0.00	0.00	0.00	0.00	0.00	88.00	77.00	-11.00
700 WWM (Septic)	760.73	776.00	15.27	2,355.48	2,186.00	-169.48	1,596.06	2,479.00	882.94
701 Core Water	656.25	656.00	-0.25	656.25	656.00	-0.25	1,312.50	656.00	-656.50
705 Core Water callouts	0.00	0.00	0.00	332.52	0.00	-332.52	0.00	0.00	0.00
705 Lab Analysis	104.48	100.00	-4.48	104.48	350.00	245.52	249.37	100.00	-149.37
720 Collection System	0.00	0.00	0.00	0.00	750.00	750.00	0.00	0.00	0.00
725 Treatment System	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
730 Disposal	0.00	0.00	0.00	0.00	200.00	200.00	0.00	0.00	0.00
740 Communication & Control	0.00	20.00	20.00	16.90	20.00	3.10	34.19	1,520.00	1,485.81
750 Emergency power (generator)	0.00	0.00	0.00	1,041.93	210.00	-831.93	0.00	0.00	0.00
760 Ministry of Environment	0.00	0.00	0.00	203.40	0.00	-203.40	0.00	203.00	203.00
765 EOCP (every three years)	0.00	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	0.00
780 WWTP Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
800 CRF Disbursements	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
801 Emergency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
810 Painting	0.00	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	1,138.26

Budget LLE - Last year

2019-08-01 through 2020-07-31 Using LLE 2019-20 (in Canadian Dollars)

2020-08-01

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Category	2019 November			2019 December			2020 January		
	Actual	Budget	Difference	Actual	Budget	Difference	Actual	Budget	Difference
EXPENSES	6,436.32	5,020.16	-1,416.16	26,331.29	26,063.16	-268.13	4,070.65	5,047.16	976.51
300 CARRY FORWARD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
310 ADMIN	610.50	838.16	227.66	19,609.00	19,428.16	-180.84	330.00	958.16	628.16
315 Bank Charges	50.00	51.50	1.50	50.00	51.50	1.50	50.00	51.50	1.50
320 Office expenses	0.00	100.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00
322 General Admin	0.00	0.00	0.00	0.00	0.00	0.00	0.00	300.00	300.00
323 Depreciation Report	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
325 Insurance	0.00	0.00	0.00	19,279.00	18,770.00	-509.00	0.00	0.00	0.00
330 VISOA	280.50	80.00	-200.50	0.00	0.00	0.00	0.00	0.00	0.00
335 Honorariums	280.00	280.00	0.00	280.00	280.00	0.00	280.00	280.00	0.00
380 Operating Contingency	0.00	326.66	326.66	0.00	326.66	326.66	0.00	326.66	326.66
400 MAINTENANCE	0.00	210.00	210.00	2,045.50	2,250.00	204.50	0.00	210.00	210.00
405 Contractor work	0.00	80.00	80.00	0.00	80.00	80.00	0.00	80.00	80.00
410 Repairs Parts	0.00	50.00	50.00	0.00	50.00	50.00	0.00	50.00	50.00
415 Maint. Labour	0.00	80.00	80.00	0.00	80.00	80.00	0.00	80.00	80.00
417 Mileage for maintenance	0.00	0.00	0.00	0.00	40.00	40.00	0.00	0.00	0.00
420 Gutters	0.00	0.00	0.00	2,045.50	2,000.00	-45.50	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	0.00
450 LANDSCAPING	2,692.80	2,720.00	27.20	2,692.80	2,720.00	27.20	2,746.66	2,964.00	217.34
451 Landscaping general	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
455 Groundskeeping	2,692.80	2,640.00	-52.80	2,692.80	2,640.00	-52.80	2,746.66	2,884.00	137.34
461 Sprinkler maint. & parts	0.00	80.00	80.00	0.00	80.00	80.00	0.00	80.00	80.00
462 Sprinklers labour	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
463 Mileage for Irrigation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
465 Irrigation other	0.00	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	127.00	129.00	2.00
510 Water	0.00	337.00	337.00	0.00	0.00	0.00	0.00	0.00	0.00
520 BC Hydro	127.00	129.00	2.00	127.00	129.00	2.00	127.00	129.00	2.00
530 Utility Trailer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
700 WWM (Septic)	104.48	786.00	681.52	1,856.99	1,536.00	-320.99	866.99	786.00	-80.99
701 Core Water	0.00	656.00	656.00	656.25	656.00	-0.25	656.25	656.00	-0.25
705 Core Water callouts	0.00	0.00	0.00	383.25	0.00	-383.25	75.93	0.00	-75.93
705 Lab Analysis	104.48	100.00	-4.48	395.01	350.00	-45.01	104.48	100.00	-4.48
720 Collection System	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
725 Treatment System	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
730 Disposal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
740 Communication & Control	0.00	30.00	30.00	47.48	30.00	-17.48	30.33	30.00	-0.33
750 Emergency power (generator)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
760 Ministry of Environment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
765 EOCP (every three years)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
770 Insurance	0.00	0.00	0.00	375.00	500.00	125.00	0.00	0.00	0.00
780 WWTP Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
800 CRF Disbursements	2,901.54	0.00	-2,901.54	0.00	0.00	0.00	0.00	0.00	0.00
801 Emergency	2,901.54	0.00	-2,901.54	0.00	0.00	0.00	0.00	0.00	0.00
810 Painting	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Difference:	-6,436.32	-5,020.16	-1,416.16	-26,331.29	-26,063.16	-268.13	-4,070.65	-5,047.16	976.51

Budget LLE - Last year

2019-08-01 through 2020-07-31 Using LLE 2019-20 (in Canadian Dollars)

2020-08-01

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Category	Actual	2020 February Budget	Difference	Actual	2020 March Budget	Difference	Actual	2020 April Budget	Difference
EXPENSES	6,795.52	6,744.16	-51.36	4,696.24	4,997.16	300.92	6,200.77	4,937.16	-1,263.61
300 CARRY FORWARD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
310 ADMIN	1,225.98	838.16	-387.82	678.52	658.16	-20.36	409.64	658.16	248.52
315 Bank Charges	53.48	51.50	-1.98	54.98	51.50	-3.48	57.98	51.50	-6.48
320 Office expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
322 General Admin	892.50	0.00	-892.50	148.54	0.00	-148.54	71.66	0.00	-71.66
323 Depreciation Report	0.00	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	0.00
330 VISOA	0.00	180.00	180.00	195.00	0.00	-195.00	0.00	0.00	0.00
335 Honorariums	280.00	280.00	0.00	280.00	280.00	0.00	280.00	280.00	0.00
380 Operating Contingency	0.00	326.66	326.66	0.00	326.66	326.66	0.00	326.66	326.66
400 MAINTENANCE	1,779.86	1,910.00	130.14	128.20	210.00	81.80	971.44	250.00	-721.44
405 Contractor work	0.00	80.00	80.00	0.00	80.00	80.00	272.61	80.00	-192.61
410 Repairs Parts	0.00	50.00	50.00	53.20	50.00	-3.20	673.83	50.00	-623.83
415 Maint. Labour	5.36	80.00	74.64	75.00	80.00	5.00	25.00	80.00	55.00
417 Mileage for maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40.00	40.00
420 Gutters	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
425 Snow Removal	1,774.50	1,700.00	-74.50	0.00	0.00	0.00	0.00	0.00	0.00
450 LANDSCAPING	2,746.66	2,964.00	217.34	2,746.66	2,964.00	217.34	3,557.43	3,114.00	-443.43
451 Landscaping general	0.00	0.00	0.00	0.00	0.00	0.00	78.74	0.00	-78.74
455 Groundskeeping	2,746.66	2,884.00	137.34	2,746.66	2,884.00	137.34	2,746.66	2,884.00	137.34
461 Sprinkler maint. & parts	0.00	80.00	80.00	0.00	80.00	80.00	426.53	80.00	-346.53
462 Sprinklers labour	0.00	0.00	0.00	0.00	0.00	0.00	262.50	100.00	-162.50
463 Mileage for Irrigation	0.00	0.00	0.00	0.00	0.00	0.00	43.00	50.00	7.00
465 Irrigation other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500 UTILITIES	244.00	246.00	2.00	127.00	129.00	2.00	127.00	129.00	2.00
510 Water	117.00	117.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
520 BC Hydro	127.00	129.00	2.00	127.00	129.00	2.00	127.00	129.00	2.00
530 Utility Trailer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
700 WWM (Septic)	799.02	786.00	-13.02	1,015.86	1,036.00	20.14	1,135.26	786.00	-349.26
701 Core Water	656.25	656.00	-0.25	656.25	656.00	-0.25	656.25	656.00	-0.25
705 Core Water callouts	142.77	0.00	-142.77	0.00	0.00	0.00	84.00	0.00	-84.00
705 Lab Analysis	0.00	100.00	100.00	208.96	350.00	141.04	395.01	100.00	-295.01
720 Collection System	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
725 Treatment System	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
730 Disposal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
740 Communication & Control	0.00	30.00	30.00	61.28	30.00	-31.28	0.00	30.00	30.00
750 Emergency power (generator)	0.00	0.00	0.00	89.37	0.00	-89.37	0.00	0.00	0.00
760 Ministry of Environment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
765 EOCP (every three years)	0.00	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	0.00
780 WWTP Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
800 CRF Disbursements	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
801 Emergency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
810 Painting	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Difference:	-6,795.52	-6,744.16	-51.36	-4,696.24	-4,997.16	300.92	-6,200.77	-4,937.16	-1,263.61

Budget LLE - Last year

2019-08-01 through 2020-07-31 Using LLE 2019-20 (in Canadian Dollars)

2020-08-01

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Category	Actual	2020 May Budget	Difference	Actual	2020 June Budget	Difference	Actual	2020 July Budget	Difference
EXPENSES	4,046.44	5,204.16	1,157.72	5,140.57	35,197.16	30,056.59	30,585.72	4,557.16	-26,028.56
300 CARRY FORWARD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
310 ADMIN	334.98	748.16	413.18	431.47	5,258.16	4,826.69	6,026.13	658.16	-5,367.97
315 Bank Charges	54.98	51.50	-3.48	56.48	51.50	-4.98	53.48	51.50	-1.98
320 Office expenses	0.00	90.00	90.00	94.99	0.00	-94.99	181.65	0.00	-181.65
322 General Admin	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
323 Depreciation Report	0.00	0.00	0.00	0.00	4,000.00	4,000.00	4,809.00	0.00	-4,809.00
325 Insurance	0.00	0.00	0.00	0.00	600.00	600.00	702.00	0.00	-702.00
330 VISOA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
335 Honorariums	280.00	280.00	0.00	280.00	280.00	0.00	280.00	280.00	0.00
380 Operating Contingency	0.00	326.66	326.66	0.00	326.66	326.66	0.00	326.66	326.66
400 MAINTENANCE	100.00	210.00	110.00	120.15	210.00	89.85	324.93	0.00	-324.93
405 Contractor work	0.00	80.00	80.00	0.00	80.00	80.00	0.00	0.00	0.00
410 Repairs Parts	0.00	50.00	50.00	45.15	50.00	4.85	274.93	0.00	-274.93
415 Maint. Labour	100.00	80.00	-20.00	75.00	80.00	5.00	50.00	0.00	-50.00
417 Mileage for maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
420 Gutters	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
425 Snow Removal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
450 LANDSCAPING	2,677.19	3,214.00	536.81	3,192.02	3,164.00	-28.02	2,746.66	2,984.00	237.34
451 Landscaping general	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
455 Groundskeeping	2,746.66	2,884.00	137.34	2,746.66	2,884.00	137.34	2,746.66	2,884.00	137.34
461 Sprinkler maint. & parts	-69.47	80.00	149.47	364.86	80.00	-284.86	0.00	0.00	0.00
462 Sprinklers labour	0.00	200.00	200.00	37.50	200.00	162.50	0.00	100.00	100.00
463 Mileage for Irrigation	0.00	50.00	50.00	43.00	0.00	-43.00	0.00	0.00	0.00
465 Irrigation other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500 UTILITIES	246.04	246.00	-0.04	234.85	129.00	-105.85	129.00	129.00	0.00
510 Water	119.04	117.00	-2.04	0.00	0.00	0.00	0.00	0.00	0.00
520 BC Hydro	127.00	129.00	2.00	234.85	129.00	-105.85	129.00	129.00	0.00
530 Utility Trailer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
700 WWM (Septic)	688.23	786.00	97.77	1,162.08	2,436.00	1,273.92	2,564.00	786.00	-1,778.00
701 Core Water	656.25	656.00	-0.25	656.25	656.00	-0.25	656.25	656.00	-0.25
705 Core Water callouts	0.00	0.00	0.00	0.00	0.00	0.00	68.25	0.00	-68.25
705 Lab Analysis	0.00	100.00	100.00	104.48	350.00	245.52	354.22	100.00	-254.22
720 Collection System	0.00	0.00	0.00	114.40	0.00	-114.40	0.00	0.00	0.00
725 Treatment System	0.00	0.00	0.00	252.30	1,400.00	1,147.70	306.81	0.00	-306.81
730 Disposal	0.00	0.00	0.00	0.00	0.00	0.00	1,102.50	0.00	-1,102.50
740 Communication & Control	31.98	30.00	-1.98	34.65	30.00	-4.65	64.97	30.00	-34.97
750 Emergency power (generator)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
760 Ministry of Environment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
765 EOCP (every three years)	0.00	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	11.00	0.00	-11.00
780 WWTP Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
800 CRF Disbursements	0.00	0.00	0.00	0.00	24,000.00	24,000.00	18,795.00	0.00	-18,795.00
801 Emergency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
810 Painting	0.00	0.00	0.00	0.00	24,000.00	24,000.00	18,795.00	0.00	-18,795.00
Net Difference:	-4,046.44	-5,204.16	1,157.72	-5,140.57	-35,197.16	30,056.59	-30,585.72	-4,557.16	-26,028.56

Budget LLE - Last year

2019-08-01 through 2020-07-31 Using LLE 2019-20 (in Canadian Dollars)

2020-08-01

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Category	Actual	2020 Budget	Difference
EXPENSES	109,328.52	116,270.92	6,942.40
300 CARRY FORWARD	0.00	0.00	0.00
310 ADMIN	30,614.13	33,184.92	2,570.79
315 Bank Charges	632.88	618.00	-14.88
320 Office expenses	350.05	405.00	54.95
322 General Admin	1,212.70	1,352.00	139.30
323 Depreciation Report	4,809.00	4,000.00	-809.00
325 Insurance	19,981.00	19,370.00	-611.00
330 VISOA	548.50	440.00	-108.50
335 Honorariums	3,080.00	3,080.00	0.00
380 Operating Contingency	0.00	3,919.92	3,919.92
400 MAINTENANCE	5,540.61	5,900.00	359.39
405 Contractor work	272.61	800.00	527.39
410 Repairs Parts	1,117.64	500.00	-617.64
415 Maint. Labour	330.36	800.00	469.64
417 Mileage for maintenance	0.00	100.00	100.00
420 Gutters	2,045.50	2,000.00	-45.50
425 Snow Removal	1,774.50	1,700.00	-74.50
450 LANDSCAPING	34,276.38	35,488.00	1,211.62
451 Landscaping general	297.84	200.00	-97.84
455 Groundskeeping	32,690.62	33,388.00	697.38
461 Sprinkler maint. & parts	873.92	800.00	-73.92
462 Sprinklers labour	300.00	1,000.00	700.00
463 Mileage for Irrigation	114.00	100.00	-14.00
465 Irrigation other	0.00	0.00	0.00
500 UTILITIES	2,295.68	2,533.00	237.32
510 Water	573.83	908.00	334.17
520 BC Hydro	1,633.85	1,548.00	-85.85
530 Utility Trailer	88.00	77.00	-11.00
700 WWM (Septic)	14,905.18	15,165.00	259.82
701 Core Water	7,875.00	7,872.00	-3.00
705 Core Water callouts	1,086.72	0.00	-1,086.72
705 Lab Analysis	2,124.97	2,200.00	75.03
720 Collection System	114.40	750.00	635.60
725 Treatment System	559.11	1,400.00	840.89
730 Disposal	1,102.50	200.00	-902.50
740 Communication & Control	321.78	1,830.00	1,508.22
750 Emergency power (generator)	1,131.30	210.00	-921.30
760 Ministry of Environment	203.40	203.00	-0.40
765 EOCP (every three years)	0.00	0.00	0.00
770 Insurance	386.00	500.00	114.00
780 WWTP Contingency	0.00	0.00	0.00
800 CRF Disbursements	21,696.54	24,000.00	2,303.46
801 Emergency	2,901.54	0.00	-2,901.54
810 Painting	18,795.00	24,000.00	5,205.00
Net Difference:	-109,328.52	-116,270.92	6,942.40

MAINTENANCE REPORT 2019/2020

As usual, maintenance has had a busy year in 2019-2020. Some of the issues that we have dealt with this year include:

- Snow clearing
- Gutter cleaning
- Painting of phase 2, the shed, and the fence around the septic gravel filter
- Street lamp repairs
- Depreciation report contact
- Numerous other minor maintenance items

Within the next year we have budgeted painting of the hardi-plank on phase 3 and all of phase 4. We are planning to have a work party in mid-September to repair and paint the fence bordering on other homes on Gainsberg Road. Thank you to all owners for your help in making this job easier.

Bob Mathieson, Maintenance, Unit #27

LANDSCAPE REPORT 2019/2020

Another year goes by and the grass just keeps growing. It has been a reasonably busy year, although we haven't had as much logging to deal with. Some of the activities that we have had other than the regular day to day landscaping maintenance issues include:

- We had a ditch cleaning work party that included many volunteers. This was required to keep our ditch on the NE of the property flowing freely and will be an annual undertaking.
- Winterizing our irrigation system in October was done again with the help of many volunteers.
- Spring turn up of irrigation was accomplished with Covid 19 distancing and broken sprinkler heads were discovered and repaired.
- We had the RDN here on several occasions to give us their opinion on ponds and dangerous trees, and also our Covenant along the ditch on the north east side of LLE. One tree was removed but we are still waiting for the okay for the dead tree beside #30.
- Sprinkler repairs have been proceeding with the help of many owners taking care of their own needs, thank you. Also, Ron (Unit #8) has been working his magic with some of our worst nightmares. Thanks Ron.
- Various small shrubs were relocated and some small trees were removed due to being unhealthy.
- Over the course of the year we have had several work parties trying to keep our front entrance looking nice. Again, during Covid-19 we were required to restrict our distance from other workers. At that time we also discussed what to do with the front entrance. (How to make it look better)

I will be stepping down as the landscape person at the end of this term but will assist the new landscape person as much as they would like me to.

This coming year we will be looking at a new contract for our landscaping needs. This will need to be done in the fall and winter of 2020.

A committee was struck with the leadership of Jane Rothmund (Unit #27) to improve our front entrance with a budget of \$3,000.00. Once again we will be looking for volunteers to complete this project in the fall of 2020.

At this time I would like to thank my fellow council members who work tirelessly to make our lifestyle what it is, and to all our residents, it has been my pleasure to serve you.

Keith Patchett (Unit #13)

Landscape

Report Vice-Chair/By-Laws Officer Lighthouse Landing Estates (LLE)

At the last LLE Annual General Meeting (AGM), owners voted to combine two separate positions (ByLaw Officer and Vice Chair) into one position. In my opinion, consolidation has worked well and is a more efficient use of resources.

It was my first year on Council and I couldn't be happier to work with this hard working group of people, as well as with all of the other owners who step forward and volunteer their time and have the best at heart for our community. Given it was my first year and had - and still do have - plenty to learn, I am grateful for the help I have received from Council members and am particularly grateful that everyone made it a mostly uneventful year in terms of my bylaw enforcement role! We have a wonderful Chair at the helm and procedural by-law matters requiring my attention was minimal.

However, late this fiscal year I made enquiries with law firms, specializing in strata law, about what their process is for by-law amendment/addition/review and soliciting their advice, should there be changes contemplated for proposal at this year's AGM. I was advised by the lawyer that LLE last used that, although our LLE Strata Bylaws, which were originally written based on the Strata Property Act (SPA) in force in 2009 have remained relatively stagnant, the SPA has since undergone major changes, attributable to the evolving nature of strata ownership and issues that have arisen in BC. Managing the insertion of new bylaws could be cumbersome and expensive to review as they would first recommend a full review to ensure our bylaws conform to the contemporary SPA standard bylaws.

Even though we will shop around with other Strata-specializing law firms to confirm this is the best advice, Council has identified some conflicting sections of our own by-laws that really ought to be harmonized to eliminate ambiguity and this, on its own, will likely require obtaining legal advice. As a result, Council will be forming a By-Law Review Committee early in this next fiscal to go through our by-laws with a fine toothed comb to identify any issues and, as a result, will likely need to retain the consulting services of a strata lawyer for advice and perhaps review, in addition to assist with filing minor changes approved at this year's AGM and any more complex changes identified as a result of our broader review, with Land Titles. A modest estimate has been added to in the upcoming year's budget for these purposes.

Suzanne LaRoy
Unit#8
Vice-Chair/By-Laws Officer
August 1, 2020

Secretary's Report 2020

Being a new council member, and my first time as a secretary, the past year has been a great learning curve for me. I want to thank Michel for all his help and guidance, and the great job he and previous secretaries did with our electronic files. Having things at your fingertips is extremely helpful. I also wish to thank my fellow council members for their patience and help, in particular my editor and your treasurer Suzan.

We still have one outstanding item and that is the registering of Unit 29's changes to Limited Common Property which was approved at the 2018 AGM. Without the help of our resident surveyor things with Land Titles Office (LTO) seem to have become more difficult. After rejections from LTO Unit 29 has hired a surveyor who is coming by the end of the summer to survey the changes made and then another application will be submitted to the LTO.

I look forward to another year of working with a great council and learning more about the community I live in and my fellow residents.

Tannis McKinnon Charest
Secretary

Insurance Report 2020

This year we moved our Insurance to Waypoint Insurance Services as they offered competitive pricing and responsive customer service from their broker. Our current policies and insurance appraisal are posted on our website.

Our insurance policies' earthquake deductible is 10% of the appraised value. In Amendment ME01 of the policy, our insurer has agreed to apply this deductible separately to each item and to each location for which earthquake coverage is provided. This means the 10% deductible is based on the total value of each structure—applied separately.

The Strata Corporation is responsible for the deductibles on our policy. In the event of a strata loss to insured improvements / common property due to an earthquake, the strata would assess each unit owner based on their unit entitlement for their portion to be contributed to the strata as a whole, regardless if their unit was damaged or not. *Therefore, all owners should consider purchasing coverage for Earthquake Loss Assessment Corporation Deductible as part of their Homeowner's Insurance.*

Suzan Chamney, Treasurer

WASTE WATER MANAGEMENT ANNUAL REPORT 2020

This has been a busy year for the operation and maintenance of the treatment plant.

Many hours have gone into actual replacement of parts and repairs to achieve the high level of standard required by the Ministry of Environment.

What is also important is that our costs are in line with our budget. These results have only been made possible by the many hours of volunteer work done by the Septic Committee who are the following; Ted, John, Rick, Vance, Tom, Keith and Adrian. Also the kind assistance from Margaret and Jen Elvevoll on the finding laterals.

The custody and care of WWTP is on going and we are now preparing, at this time, for next year.

Hugh WWM

LLE RV Parking Area Report

Ron Chamney, RV Parking Area Coordinator

August 2020

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.

The definition of an RV according to Addendum#2 Requisition for RV Parking.. includes: Boat, trailer, motor home, truck with camper, truck camper or similar type of recreational structure designed as temporary or permanent accommodation.

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

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 five owners.

An RV Parking improvement committee was created in January of 2020 with several Strata Owners. Committee Chair: Adrian Johnston, Committee Secretary: Ron Chamney.

Conclusions:

- It was determined that we should not attempt to build on top of the peat deposits in this area, or in areas of a high-water table.
- We are likely to incur extremely high costs to develop this area as proposed—even if a development permit were approved.
- The Committee recommends discontinuing our efforts to further develop the RV parking area into the peat area, but the Strata should continue its attempts to improve the RV parking area by reorganising site locations to increase parking capacity.

Consensus of several Strata Owners reflects the opinion that only RV units be parked in the RV parking area and that storage or utility units should not be allowed, and that the LLE utility trailer should be allocated a parking space somewhere else in the strata.

Recommendations:

- That the Strata reorganise the RV storage area to accommodate more units.
- That only Recreational Vehicles be stored in the RV parking area.
- That LLE Strata access the budget contingency fund as needed to accommodate fuel reduction periodically in and around the entire Strata property, including the RV parking area.
- 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 July 2020

Wait List for Parking Sites:

Unit 13

Unit 29

Unit 4

Unit 5

Unit 8



Front Entrance Renewal Report

1. Prune existing shrubs and trees; prune and divide existing perennials; move some existing perennials
2. Remove dead shrubs and perennials; pruned and/or removed dying arbutus tree
3. Remove existing hog fuel.
4. Take bushes, clippings, and hog fuel to the dump.
5. Purchase or build eight 2ft. x 4ft. stained cedar planter boxes
COST: 8 x \$100.00 = \$800.00
6. Purchase sixteen 5-gallon slow growing rhododendrons (Golden Ruby, Mardi Gras)
COST: 16 x \$50.00 = \$800.00
7. Purchase sixteen 5-gallon Japonica shrubs (Pieris Little Heath)
COST: 16 x \$40.00 = \$640.00
8. Purchase 20 low maintenance perennials (Monarda, Coreopsis, Yellow Shastas)
COST: 20 x \$10.00 = \$200.00
9. Purchase topsoil for cedar boxes and topsoil/bark much for whole front gardens
COST: = \$???.00

TOTAL COST: Plants, Cedar Planters and Topsoil \$3,000.00

Other: Labour
Items 1 & 2 Unit 27
Item 3 Volunteers
Item 4 Volunteer
Items 5 & 8 Unit 27
Item 9 Landscaping manager

A PLANTING MAP WILL BE PROVIDED BY UNIT 27

**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 approve the following amendment to the Consolidated Bylaw 34(2)(d)

Replacing the current Bylaw 34 (2) (d) “No guest recreational vehicle parking is permitted within the strata” with the following:

“Guest Recreational Vehicle (RV) parking is permitted in the driveway of the unit being visited for a period of no more than 60 hours and only if it can be done so safely. The RV must not extend onto the roadway nor can it be used for any purpose other than sleeping.”

This rule is introduced by Council to accommodate owners’ family/friends who are travelling in or with a recreational vehicle when coming for a short visit. The 60-hour limit gives them time to find a suitable location for a longer visit.

- H.2. BE IT RESOLVED by a majority vote that The Owners, Strata Plan No. VIS 5801 approve the following addition to the Rules:

10. It is prohibited to plant non-ornamental fruit-producing trees on limited common property and common property.

Planting trees on, or making any changes to, common or limited common property (C/LCP) requires submission of an Indemnity & Alteration Agreement and Council approval. To prevent the saplings of today becoming attractants to bears of the future, Council is recommending adoption of this Rule which prohibits the planting of non-ornamental fruit-producing trees on C/LCP. Once trees produce fruit, this attracts bears to the area increasing the likelihood of bear-human conflict. Once a bear has become a problem bear, Conservation Officers have no choice but to kill them.

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

BE IT RESOLVED by a unanimous vote that The Owners, Strata Plan No. VIS 5801 change the monthly fee collection for Landscaping budget items from being based on Entitlement to being collected equally from each unit at a rate of 1/30th (one thirtieth) each.

Currently, fees to pay for all Operating Expenses, except for Waste Water Management, are collected based on each unit’s entitlement. Since the cost to maintain our landscaping is not related in any way to the size of our units—and we all enjoy the landscaping equally—it is proposed that the Landscaping portion of the Operating Budget be moved to the section of the budget that is paid for equally by all units, at a rate of 1/30th (one thirtieth) each. This formula is used in the 2020-21 Budget Option 2 as circulated in the AGM package.

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

H.4 BE IT RESOLVED by majority vote that The Owners, Strata Plan No VIS 5801 approve the following addition to the Rules:

11. When making and maintaining Alterations to Limited Common Property and/or Common Property:

A. All wooden structural components, including, but not limited to those listed below, must be painted/stained using the strata colour scheme defined in the table of colours in this section:

- i. lattice work must be one of the following colours: Khaki Brown, Night Train, or Mahogany;
- ii. posts and post caps must be one of the following colours: Khaki Brown, Night Train, Black, or Mahogany;
- iii. horizontal rails must be one of the following colours: Khaki Brown, Night Train, Black, or Mahogany;
- iv. kickboards must be one of the following colours: Khaki Brown, Night Train, Black, or Mahogany;
- v. pergola rafters (cross beams) must be one of the following colours: Khaki Brown, Night Train, or Black;
- vi. stairs and all visible stair components must be Night Train; and,
- vii. sheds must use the same colour scheme as used on strata lot buildings.

B. All metal components and structures (gates, fence panels, deck railings) must be black.

C. Table of colours:

Colour Name	Product	Sheen	Colour Number	As seen on:
Khaki Brown	Cloverdale Covercoat	Satin		HardiePlank® Siding on all strata lots
Night Train	Cloverdale Covercoat	Satin	CC-720	Trim work on all strata lots
Night Train	Cloverdale Sharkskin	N/A	CC-720	Stair treads
Custom Black	Benjamin Moore Aura	Semi-gloss	14 oz black per litre	Black trim and doors on all strata lots
Mahogany	Sikkens Cetol 1	N/A	N/A	Stain on posts and shakes only on strata lots with gable over front door

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

This rule is to ensure that a consistent colour scheme is maintained throughout Lighthouse Landing Estates and to assist the owners with guidance as they plan for renovations, additions or updates to Common or Limited Common Property.

H.5 BE IT RESOLVED by a majority vote that The Owners, Strata Plan No. VIS 5801 approve the following addition to the Rules:

12. Council, owners, tenants and visitors may not use or apply a pesticide, or grant permission or authority, express or implied, to use or apply a pesticide for the purpose of maintaining outdoor trees, shrubs, flowers, other ornamental plants, gardens or turf on Common Property or Limited Common Property unless it is:

- A. listed by the Province of British Columbia as an “excluded pesticide”, as per BC Regulation 604/2004 Integrated Pest Management Regulation – Schedule 2 – Excluded Pesticides;
- B. applied for the management of pests that transmit human diseases;
- C. applied for the management of pests that impact agriculture or forestry; or
- D. applied for the control or eradication of Alien Invasive Species.

This rule was suggested to develop a more environmentally friendly and safer approach to pesticides use at LLE and will be spoken to at the AGM.

Further information on pesticide use can be found on the Qualicum Beach Website:
<https://qualicumbeach.civicweb.net/document/4014>

BUDGET PLANNING for 2020-21 for STRATA PLAN 5801

OPTION 1: No changes to entitlement

		AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	TOTALS	2019-20 ACTUALS	2019-20 BUDGET	2018-19 ACTUALS	2018-19 BUDGET	2017-18 BUDGET
OPERATING FUND INCOME		2019 rates																	
201	Monthly Fees	\$5,969	\$6,195	\$6,195	\$6,195	\$6,195	\$6,195	\$6,195	\$6,195	\$6,195	\$6,195	\$6,195	\$6,195	\$74,109	\$71,632	\$71,632	\$71,084	\$70,992	\$75,852
205	Bank interest	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$56	\$373	\$516	\$516		
210	Real Estate Form Revenue													\$0	\$116	\$0	\$85		
	Previous year surplus	\$4,104												\$4,104	\$4,837	\$4,686			
TOTALS		\$10,078	\$6,199	\$6,199	\$6,199	\$6,199	\$6,199	\$6,199	\$6,199	\$6,199	\$6,199	\$6,199	\$6,199	\$78,269	\$76,958	\$76,834			
WWTP INCOME																			
250	WWMP Fees	\$997	\$1,386	\$1,386	\$1,386	\$1,386	\$1,386	\$1,386	\$1,386	\$1,386	\$1,386	\$1,386	\$1,386	\$16,241	\$11,967	\$11,967	\$18,000	\$18,000	\$19,200
255	WWMP Bond Interest				\$609									\$609		\$642	\$642		
	Previous year surplus	\$259												\$259		\$1,431			
TOTALS		\$1,256	\$1,386	\$1,386	\$1,995	\$1,386	\$1,386	\$1,386	\$1,386	\$1,386	\$1,386	\$1,386	\$1,386	\$17,109		\$14,040			
CONTINGENCY RESERVE FUND		\$2,000	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$30,000	\$24,000	\$24,000	\$38,880	\$38,880	\$25,200
		TOTAL Income required														\$115,999	\$129,207	\$127,872	\$120,256

OPERATING EXPENSES																			
300	Carry Forward																		
310	Admin																		
315	Bank charges	\$55	\$55	\$55	\$55	\$55	\$55	\$55	\$55	\$55	\$55	\$55	\$55	\$660	\$633	\$618	\$256	\$288	\$480
320	Office Expenses		\$100	\$175	\$25							\$90	\$182	\$572	\$350	\$405	\$883	\$825	\$600
322	General Admin		\$100	\$100	\$2,000			\$900						\$3,353	\$1,213	\$1,352	\$865	\$789	
323	Depreciation / Insurance Appr													\$0	\$4,809	\$4,000	\$0	\$0	\$0
325	Insurance				\$22,000								\$750	\$22,750	\$19,981	\$19,370	\$18,770	\$19,044	\$19,121
330	VISOA / Professional				\$300			\$195						\$495	\$549	\$440	\$462	\$707	\$605
340	Honorariums	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$3,360	\$3,080	\$3,080	\$1,275	\$1,275	\$5,280
380	Operating Contingency													\$0	\$0	\$3,920	\$2,117	\$6,455	\$6,900
400	Maintenance																		
405	Contractor work	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$600	\$273	\$800	\$600		
410	Repairs - parts	\$90	\$90	\$90	\$90	\$90	\$90	\$90	\$90	\$90	\$90	\$90	\$90	\$1,080	\$1,118	\$500	\$828	\$2,520	\$4,400
415	Maint. Labour	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$504	\$330	\$800	\$362	\$1,440	
417	Mileage for maint.	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$60	\$0	\$100	\$59		
420	Gutters/Moss				\$2,208									\$2,208	\$2,046	\$2,000	\$2,046	\$500	\$2,750
425	Snow Removal					\$930	\$930							\$1,860	\$1,775	\$1,700	\$1,501	\$420	
450	Landscaping																		
451	Landscaping general		\$3,000	\$800										\$3,800	\$298	\$200	\$502	\$725	
455	Groundskeeping	\$2,747	\$2,747	\$2,747	\$2,747	\$2,747	\$2,747	\$2,747	\$2,747	\$2,747	\$2,747	\$2,747	\$2,747	\$32,963	\$32,691	\$33,632	\$32,050	\$31,680	\$32,180
461	Sprinklers maint. & parts	\$100	\$100	\$100						\$100	\$100	\$100	\$100	\$700	\$874	\$800	\$827	\$800	
462	Sprinklers labour	\$100	\$100							\$100	\$100	\$100	\$100	\$600	\$300	\$1,000	\$500	\$720	
463	Mileage for irrigation	\$40	\$40							\$40		\$40		\$160	\$114	\$100	\$57		
500	Utilities																		
510	Water	\$337			\$337			\$117			\$117			\$908	\$574	\$908	\$903	\$932	\$1,500
520	BC Hydro	\$129	\$129	\$129	\$129	\$129	\$129	\$129	\$129	\$129	\$129	\$129	\$129	\$1,548	\$1,634	\$1,548	\$1,366	\$1,872	\$2,040
530	Utility Trailer			\$88										\$88	\$88	\$77	\$77		
TOTAL Operating Expenses		\$3,975	\$6,838	\$4,661	\$8,268	\$25,398	\$4,328	\$5,345	\$3,593	\$3,638	\$3,715	\$3,981	\$4,530	\$78,269	\$72,730	\$76,834	\$66,305	\$70,992	\$75,856

WASTE WATER TREATMENT PLANT																			
701	Corewater	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$7,875	\$7,875	\$7,872	\$7,872	\$7,872	\$7,875
705	Corewater callouts	\$65	\$65	\$65	\$65	\$65	\$65	\$65	\$65	\$65	\$65	\$65	\$65	\$780	\$1,087				
710	Lab Analysis	\$105	\$355	\$105	\$105	\$355	\$105	\$105	\$105	\$105	\$105	\$355	\$105	\$2,010	\$2,125	\$2,200	\$2,454	\$2,200	\$1,129
720	Collection System	\$500	\$750											\$1,250	\$115	\$750	\$1,022	\$1,100	\$600
725	Treatment System											\$1,500		\$1,500	\$559	\$1,400	\$4,460	\$4,400	\$3,400
730	Disposal		\$1,040											\$1,040	\$1,103	\$200	\$0	\$0	\$0
740	Communication/control	\$31	\$31	\$31	\$31	\$31	\$31	\$31	\$31	\$31	\$31	\$31	\$31	\$366	\$322	\$1,830	\$717	\$3,000	\$1,260
750	Emergency power (generator)		\$210											\$210	\$1,131	\$210	\$228	\$210	\$400
760	Ministry of Environment			\$203										\$203	\$203	\$203	\$203	\$103	\$0
765	EOCP (every three years)													\$0	\$0	\$0	\$0	\$0	\$0
770	Insurance				\$375									\$375	\$386	\$500			
780	WWMP Contingency													\$1,500			\$498	\$0	\$0
TOTAL WWTP Expenses		\$1,357	\$3,107	\$1,060	\$857	\$1,482	\$857	\$857	\$857	\$857	\$857	\$2,607	\$857	\$17,109	\$14,906	\$15,165	\$17,454	\$18,885	\$14,664

CONTINGENCY RESERVE FUND (CRF)																			
	Opening Balance	\$150,451																	
800	Disbursements																		
801	Emergency expenses														\$2,902	\$0			
810	Painting											\$30,000		\$30,000	\$18,795	\$24,000	\$0	\$9,500	\$30,400
210	Contributions	\$2,000	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$30,000	\$24,000	\$24,000	\$38,880	\$38,880	\$25,200
235	CRF Interest	\$12	\$12	\$12	\$12	\$812	\$1,412	\$12	\$12	\$112	\$12	\$12	\$12	\$2,444	\$3,064	\$1,200	\$907	\$600	
CRF BALANCE		\$152,463	\$155,020	\$157,578	\$160,135	\$163,493	\$167,450	\$170,008	\$172,565	\$175,223	\$177,780	\$150,338	\$152,895	<--Estimated Closing Balance					

Lighthouse Landing Estates VIS 5801 Monthly Fees Schedule

OPTION 1: No changes to Entitlement

Strata Fees Budget 2020 - 2021

Unit No.	Unit Entitlement (Total)	Yearly Strata Fees (Operating)	Yearly Waste Water Treatment Plant (WWTP)	Yearly Contingency Reserve Fund (CRF)	2020-2021 September thru July		August 2020
	5,394 (sq. metres)	\$74,109 \$13.73911 Per sq. metre	\$16,241 Yearly Total	\$30,000 Yearly Total	Unit No.	Monthly Fees by Unit	Monthly fees
1	308	\$4,231.65	\$541.37	\$1,000.00	1	\$485.20	\$435.81
2	308	\$4,231.65	\$541.37	\$1,000.00	2	\$485.20	\$435.81
3	155	\$2,129.56	\$541.37	\$1,000.00	3	\$309.51	\$266.32
4	155	\$2,129.56	\$541.37	\$1,000.00	4	\$309.51	\$266.32
5	307	\$4,217.91	\$541.37	\$1,000.00	5	\$484.05	\$434.70
6	154	\$2,115.82	\$541.37	\$1,000.00	6	\$308.36	\$265.22
7	158	\$2,170.78	\$541.37	\$1,000.00	7	\$312.95	\$269.65
8	159	\$2,184.52	\$541.37	\$1,000.00	8	\$314.10	\$270.76
9	169	\$2,321.91	\$541.37	\$1,000.00	9	\$325.59	\$281.83
10	172	\$2,363.13	\$541.37	\$1,000.00	10	\$329.03	\$285.16
11	169	\$2,321.91	\$541.37	\$1,000.00	11	\$325.59	\$281.83
12	172	\$2,363.13	\$541.37	\$1,000.00	12	\$329.03	\$285.16
13	172	\$2,363.13	\$541.37	\$1,000.00	13	\$329.03	\$285.16
14	169	\$2,321.91	\$541.37	\$1,000.00	14	\$325.59	\$281.83
15	162	\$2,225.74	\$541.37	\$1,000.00	15	\$317.55	\$274.08
16	158	\$2,170.78	\$541.37	\$1,000.00	16	\$312.95	\$269.65
17	171	\$2,349.39	\$541.37	\$1,000.00	17	\$327.88	\$284.05
18	173	\$2,376.87	\$541.37	\$1,000.00	18	\$330.18	\$286.26
19	169	\$2,321.91	\$541.37	\$1,000.00	19	\$325.59	\$281.83
20	170	\$2,335.65	\$541.37	\$1,000.00	20	\$326.73	\$282.94
21	159	\$2,184.52	\$541.37	\$1,000.00	21	\$314.10	\$270.76
22	160	\$2,198.26	\$541.37	\$1,000.00	22	\$315.25	\$271.86
23	169	\$2,321.91	\$541.37	\$1,000.00	23	\$325.59	\$281.83
24	172	\$2,363.13	\$541.37	\$1,000.00	24	\$329.03	\$285.16
25	172	\$2,363.13	\$541.37	\$1,000.00	25	\$329.03	\$285.16
26	171	\$2,349.39	\$541.37	\$1,000.00	26	\$327.88	\$284.05
27	160	\$2,198.26	\$541.37	\$1,000.00	27	\$315.25	\$271.86
28	160	\$2,198.26	\$541.37	\$1,000.00	28	\$315.33	\$270.97
29	169	\$2,321.91	\$541.37	\$1,000.00	29	\$325.59	\$281.83
30	172	\$2,363.13	\$541.37	\$1,000.00	30	\$329.03	\$285.16
					\$10,140		\$8,813
					(Monthly)		(Monthly)

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

BUDGET PLANNING for 2020-21 for STRATA PLAN 5801

OPTION 2: Landscaping expenses move from Entitlement to equal payments

		AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	TOTALS	2019-20 ACTUALS	2019-20 BUDGET	2018-19 ACTUALS	2018-19 BUDGET	2017-18 BUDGET
OPERATING FUND INCOME		2019 rates																	
201	Monthly Fees	\$5,969	\$2,720	\$2,720	\$2,720	\$2,720	\$2,720	\$2,720	\$2,720	\$2,720	\$2,720	\$2,720	\$2,720	\$35,886	\$71,632	\$71,632	\$71,084	\$70,992	\$75,852
205	Bank interest	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$56	\$373	\$516	\$516		
210	Real Estate Form Revenue													\$0	\$116	\$0	\$85		
	Previous year surplus	\$4,104												\$4,104	\$4,837	\$4,686			
TOTALS		\$10,078	\$2,724	\$2,724	\$2,724	\$2,724	\$2,724	\$2,724	\$2,724	\$2,724	\$2,724	\$2,724	\$2,724	\$40,046	\$76,958	\$76,834			
WWTP INCOME																			
250	WWMP Fees	\$997	\$4,861	\$4,861	\$4,861	\$4,861	\$4,861	\$4,861	\$4,861	\$4,861	\$4,861	\$4,861	\$4,861	\$54,464	\$11,967	\$11,967	\$18,000	\$18,000	\$19,200
255	WWMP Bond Interest				\$609									\$609		\$642	\$642		
	Previous year surplus	\$259												\$259		\$1,431			
TOTALS		\$1,256	\$4,861	\$4,861	\$5,470	\$4,861	\$4,861	\$4,861	\$4,861	\$4,861	\$4,861	\$4,861	\$4,861	\$55,332		\$14,040			
CONTINGENCY RESERVE FUND		\$2,000	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$30,000	\$24,000	\$24,000	\$38,880	\$38,880	\$25,200
		TOTAL Income required														\$115,999	\$129,207	\$127,872	\$120,256

OPERATING EXPENSES by Entitlement																			
300	Carry Forward																		
310	Admin																		
315	Bank charges	\$55	\$55	\$55	\$55	\$55	\$55	\$55	\$55	\$55	\$55	\$55	\$55	\$660	\$633	\$618	\$256	\$288	\$480
320	Office Expenses		\$100	\$175	\$25							\$90	\$182	\$572	\$350	\$405	\$883	\$825	\$600
322	General Admin		\$100	\$100	\$2,000			\$900				\$253		\$3,353	\$1,213	\$1,352	\$865	\$789	
323	Depreciation / Insurance Appr													\$0	\$4,809	\$4,000	\$0	\$0	\$0
325	Insurance				\$22,000								\$750	\$22,750	\$19,981	\$19,370	\$18,770	\$19,044	\$19,121
330	VISOA / Professional				\$300			\$195						\$495	\$549	\$440	\$462	\$707	\$605
340	Honorariums	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$3,360	\$3,080	\$3,080	\$1,275	\$1,275	\$5,280
380	Operating Contingency													\$0	\$0	\$3,920	\$2,117	\$6,455	\$6,900
400	Maintenance																		
405	Contractor work	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$600	\$273	\$800	\$600		
410	Repairs - parts	\$90	\$90	\$90	\$90	\$90	\$90	\$90	\$90	\$90	\$90	\$90	\$90	\$1,080	\$1,118	\$500	\$828	\$2,520	\$4,400
415	Maint. Labour	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$504	\$330	\$800	\$362	\$1,440	
417	Mileage for maint.	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$60	\$0	\$100	\$59		
420	Gutters/Moss				\$2,208									\$2,208	\$2,046	\$2,000	\$2,046	\$500	\$2,750
425	Snow Removal					\$930	\$930							\$1,860	\$1,775	\$1,700	\$1,501	\$420	
500	Utilities																		
510	Water	\$337			\$337			\$117			\$117			\$908	\$574	\$908	\$903	\$932	\$1,500
520	BC Hydro	\$129	\$129	\$129	\$129	\$129	\$129	\$129	\$129	\$129	\$129	\$129	\$129	\$1,548	\$1,634	\$1,548	\$1,366	\$1,872	\$2,040
530	Utility Trailer			\$88										\$88	\$88	\$77	\$77		
TOTAL Entitlement Expenses		\$988	\$851	\$1,014	\$5,521	\$22,651	\$1,581	\$2,598	\$846	\$651	\$768	\$994	\$1,583	\$40,046	\$38,453	\$76,834	\$32,370	\$37,067	\$43,676

OPERATING EXPENSES by equal payments																			
450	Landscaping																		
451	Landscaping general		\$3,000	\$800										\$3,800	\$298	\$200	\$502	\$725	
455	Groundskeeping	\$2,747	\$2,747	\$2,747	\$2,747	\$2,747	\$2,747	\$2,747	\$2,747	\$2,747	\$2,747	\$2,747	\$2,747	\$32,963	\$32,691	\$33,632	\$32,050	\$31,680	\$32,180
461	Sprinklers maint. & parts	\$100	\$100	\$100						\$100	\$100	\$100	\$100	\$700	\$874	\$800	\$827	\$800	
462	Sprinklers labour	\$100	\$100							\$100	\$100	\$100	\$100	\$600	\$300	\$1,000	\$500	\$720	
463	Mileage for irrigation	\$40	\$40						\$40			\$40		\$160	\$114	\$100	\$57		
700	Waste Water Treatment Plant																		
701	Corewater	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$7,875	\$7,875	\$7,872	\$7,872	\$7,872	\$7,875
705	Corewater callouts	\$65	\$65	\$65	\$65	\$65	\$65	\$65	\$65	\$65	\$65	\$65	\$65	\$780	\$1,087				
710	Lab Analysis	\$105	\$355	\$105	\$105	\$355	\$105	\$105	\$105	\$105	\$105	\$355	\$105	\$2,010	\$2,125	\$2,200	\$2,454	\$2,200	\$1,129
720	Collection System	\$500	\$750											\$1,250	\$115	\$750	\$1,022	\$1,100	\$600
725	Treatment System											\$1,500		\$1,500	\$559	\$1,400	\$4,460	\$4,400	\$3,400
730	Disposal		\$1,040											\$1,040	\$1,103	\$200	\$0	\$0	\$0
740	Communication/control	\$31	\$31	\$31	\$31	\$31	\$31	\$31	\$31	\$31	\$31	\$31	\$31	\$366	\$322	\$1,830	\$717	\$3,000	\$1,260
750	Emergency power (generator)		\$210											\$210	\$1,131	\$210	\$228	\$210	\$400
760	Ministry of Environment			\$203										\$203	\$203	\$203	\$203	\$103	\$0
765	EOCP (every three years)													\$0	\$0	\$0	\$0	\$0	\$0
770	Insurance				\$375									\$375	\$386	\$500			
780	WWMP Contingency													\$1,500			\$498	\$0	\$0
TOTAL Equal Pay Expenses		\$1,357	\$3,107	\$1,060	\$857	\$1,482	\$857	\$857	\$857	\$857	\$857	\$2,607	\$857	\$55,332	\$49,183	\$50,897	\$51,389	\$52,810	\$46,844

CONTINGENCY RESERVE FUND (CRF)																			
	Opening Balance	\$150,451																	
800	Disbursements																		
801	Emergency expenses																		
810	Painting														\$30,000	\$2,902	\$0	\$0	\$30,400
210	Contributions	\$2,000	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$2,545	\$30,000	\$24,000	\$24,000	\$38,880	\$38,880	\$25,200
235	CRF Interest	\$12	\$12	\$12	\$12	\$812	\$1,412	\$12	\$12	\$112	\$12	\$12	\$12	\$2,444	\$3,064	\$1,200	\$907	\$600	
CRF BALANCE		\$152,463	\$155,020	\$157,578	\$160,135	\$163,493	\$167,450	\$170,008	\$172,565	\$175,223	\$177,780	\$150,338	\$152,895	<--Estimated Closing Balance					

Lighthouse Landing Estates VIS 5801 Monthly Fees Schedule

OPTION 2: Landscaping expenses move to equal payments

Strata Fees Budget 2020 - 2021

Unit No.	Unit Entitlement (Total)	Yearly Strata Fees (Operating)	Yearly Waste Water Treatment Plant (WWTP)	Yearly Contingency Reserve Fund (CRF)	2020-2021 September thru July		August 2020
	5,394 (sq. metres)	\$35,886 \$6.65287 Per sq. metre	\$54,464 Yearly Total	\$30,000 Yearly Total	Unit No.	Monthly Fees by Unit	Monthly fees
1	308	\$2,049.09	\$1,815.48	\$1,000.00	1	\$402.61	\$435.81
2	308	\$2,049.09	\$1,815.48	\$1,000.00	2	\$402.61	\$435.81
3	155	\$1,031.20	\$1,815.48	\$1,000.00	3	\$325.49	\$266.32
4	155	\$1,031.20	\$1,815.48	\$1,000.00	4	\$325.49	\$266.32
5	307	\$2,042.43	\$1,815.48	\$1,000.00	5	\$402.11	\$434.70
6	154	\$1,024.54	\$1,815.48	\$1,000.00	6	\$324.98	\$265.22
7	158	\$1,051.15	\$1,815.48	\$1,000.00	7	\$327.00	\$269.65
8	159	\$1,057.81	\$1,815.48	\$1,000.00	8	\$327.50	\$270.76
9	169	\$1,124.34	\$1,815.48	\$1,000.00	9	\$332.54	\$281.83
10	172	\$1,144.29	\$1,815.48	\$1,000.00	10	\$334.06	\$285.16
11	169	\$1,124.34	\$1,815.48	\$1,000.00	11	\$332.54	\$281.83
12	172	\$1,144.29	\$1,815.48	\$1,000.00	12	\$334.06	\$285.16
13	172	\$1,144.29	\$1,815.48	\$1,000.00	13	\$334.06	\$285.16
14	169	\$1,124.34	\$1,815.48	\$1,000.00	14	\$332.54	\$281.83
15	162	\$1,077.77	\$1,815.48	\$1,000.00	15	\$329.01	\$274.08
16	158	\$1,051.15	\$1,815.48	\$1,000.00	16	\$327.00	\$269.65
17	171	\$1,137.64	\$1,815.48	\$1,000.00	17	\$333.55	\$284.05
18	173	\$1,150.95	\$1,815.48	\$1,000.00	18	\$334.56	\$286.26
19	169	\$1,124.34	\$1,815.48	\$1,000.00	19	\$332.54	\$281.83
20	170	\$1,130.99	\$1,815.48	\$1,000.00	20	\$333.05	\$282.94
21	159	\$1,057.81	\$1,815.48	\$1,000.00	21	\$327.50	\$270.76
22	160	\$1,064.46	\$1,815.48	\$1,000.00	22	\$328.01	\$271.86
23	169	\$1,124.34	\$1,815.48	\$1,000.00	23	\$332.54	\$281.83
24	172	\$1,144.29	\$1,815.48	\$1,000.00	24	\$334.06	\$285.16
25	172	\$1,144.29	\$1,815.48	\$1,000.00	25	\$334.06	\$285.16
26	171	\$1,137.64	\$1,815.48	\$1,000.00	26	\$333.55	\$284.05
27	160	\$1,064.46	\$1,815.48	\$1,000.00	27	\$328.01	\$271.86
28	160	\$1,064.46	\$1,815.48	\$1,000.00	28	\$328.09	\$270.97
29	169	\$1,124.34	\$1,815.48	\$1,000.00	29	\$332.54	\$281.83
30	172	\$1,144.29	\$1,815.48	\$1,000.00	30	\$334.06	\$285.16
					\$10,140		\$8,813
					(Monthly)		(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 Schedule

Strata Fees Budget 2020 - 2021 OPTIONS

Here's how the proposed change in Entitlement to Landscaping costs will impact your fees.

<i>Unit No.</i>	OPTION 1	OPTION 2	<i>Monthly difference</i>	<i>Annual difference</i>
	Landscaping by Entitlement	Landscaping Shared Equally		
<i>Monthly Fees</i>	<i>Monthly Fees</i>			
1	\$485.20	\$402.61	\$82.59	\$991.04
2	\$485.20	\$402.61	\$82.59	\$991.04
3	\$309.51	\$325.49	\$15.98	\$191.72
4	\$309.51	\$325.49	\$15.98	\$191.72
5	\$484.05	\$402.11	\$81.94	\$983.31
6	\$308.36	\$324.98	\$16.62	\$199.45
7	\$312.95	\$327.00	\$14.04	\$168.53
8	\$314.10	\$327.50	\$13.40	\$160.80
9	\$325.59	\$332.54	\$6.96	\$83.49
10	\$329.03	\$334.06	\$5.03	\$60.30
11	\$325.59	\$332.54	\$6.96	\$83.49
12	\$329.03	\$334.06	\$5.03	\$60.30
13	\$329.03	\$334.06	\$5.03	\$60.30
14	\$325.59	\$332.54	\$6.96	\$83.49
15	\$317.55	\$329.01	\$11.47	\$137.61
16	\$312.95	\$327.00	\$14.04	\$168.53
17	\$327.88	\$333.55	\$5.67	\$68.03
18	\$330.18	\$334.56	\$4.38	\$52.57
19	\$325.59	\$332.54	\$6.96	\$83.49
20	\$326.73	\$333.05	\$6.31	\$75.76
21	\$314.10	\$327.50	\$13.40	\$160.80
22	\$315.25	\$328.01	\$12.76	\$153.07
23	\$325.59	\$332.54	\$6.96	\$83.49
24	\$329.03	\$334.06	\$5.03	\$60.30
25	\$329.03	\$334.06	\$5.03	\$60.30
26	\$327.88	\$333.55	\$5.67	\$68.03
27	\$315.25	\$328.01	\$12.76	\$153.07
28	\$315.33	\$328.09	\$12.76	\$153.07
29	\$325.59	\$332.54	\$6.96	\$83.49
30	\$329.03	\$334.06	\$5.03	\$60.30
Totals:	\$10,139.70	\$10,139.72		

LLE GREEN TEAM



A short presentation will be made at the AGM.

QUESTIONS TO ASK YOURSELF:

- * Are we interested, as a community, in committing to making LLE more “green”? How should we gauge this?
- * Do you have ideas for making a difference in our environment?
- * Would you be willing to volunteer to join our committee?
- * Would you volunteer to help with our yearly goal?
- * Would you be willing to share what you are doing in your household?

Thanks,

Jane Rothmund #27

Jo Ann Walker Johnston #29

Suzanne LaRoy (Council Liaison) #8

THE OWNERS STRATA PLAN NO. VIS 5801 - PROXY



I, _____, the undersigned OWNER of Strata Lot _____ of The Owners, Strata Plan No. VIS 5801 registered at Victoria, British Columbia, hereby appoint: *(Name of Proxy Appointee)*: _____ as proxy of the undersigned to attend, act and vote for the undersigned at the Annual General Meeting of The Owners, Strata Plan No. VIS 5801 to be held at Bowser Legion Hall in Bowser on Wednesday, August 26, 2020, with early registration from 6:00 to 6:15 p.m. and registration from 6:45 to 7:00 p.m., and call to Order at 7:00 p.m.

(Limitations of Proxy, if any): _____

H.1 BE IT RESOLVED by a $\frac{3}{4}$ vote that The Owners, Strata Plan No. VIS 5801 approve the following amendment to the Consolidated Bylaw 34(2)(d)

Replacing the current Bylaw 34 (2) (d) "No guest recreational vehicle parking is permitted within the strata" with the following:

"Guest Recreational Vehicle parking is permitted in the driveway of the unit being visited for a period of no more than 60 hours and only if it can be done so safely. The RV must not extend onto the roadway nor can it be used for any purpose other than sleeping."

Resolution H.1 In Favour _____ Against _____ Decision _____

H.2 BE IT RESOLVED by a majority vote that The Owners, Strata Plan No. VIS 5801 approve the following addition to the Rules:

10. It is prohibited to plant non-ornamental fruit-producing trees on limited common property and common property.

Resolution H.2 In Favour _____ Against _____ Decision _____

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

BE IT RESOLVED by a unanimous vote that The Owners, Strata Plan No. VIS 5801 change the monthly fee collection for Landscaping budget items from being based on Entitlement to being collected equally from each unit at a rate of 1/30th (one thirtieth) each.

Resolution H.3 In Favour _____ Against _____ Decision _____

SIGNED AT: _____

this _____ day of _____ YEAR _____ Owner's Signature: _____

THE OWNERS STRATA PLAN NO. VIS 5801 - PROXY



H.4 BE IT RESOLVED by majority vote that The Owners, Strata Plan No VIS 5801 approve the following addition to the Rules:

11. When making and maintaining Alterations to Limited Common Property and/or Common Property:

- A. All wooden structural components, including but not limited to those listed below, must be painted/stained using the strata colour scheme defined in the table of colours in this section:
 - i. lattice work must be one of the following colours: Khaki Brown, Night Train, or Mahogany;
 - ii. posts and post caps must be one of the following colours: Khaki Brown, Night Train, Black, or Mahogany;
 - iii. horizontal rails must be one of the following colours: Khaki Brown, Night Train, Black, or Mahogany;
 - iv. kickboards must be one of the following colours: Khaki Brown, Night Train, Black, or Mahogany;
 - v. pergola rafters (cross beams) must be one of the following colours: Khaki Brown, Night Train, or Black;
 - vi. stairs and all visible stair components must be Night Train; and,
 - vii. sheds must use the same colour scheme as used on strata lot buildings.
- B. All metal components and structures (gates, fence panels, deck railings) must be black.
- C. Table of colours:

Colour Name	Product	Sheen	Colour Number	As seen on:
Khaki Brown	Cloverdale Covercoat	Satin		HardiePlank® Siding on all strata lots
Night Train	Cloverdale Covercoat	Satin	CC-720	Trim work on all strata lots
Night Train	Cloverdale Sharkskin	N/A	CC-720	Stair treads
Custom Black	Benjamin Moore Aura	Semi-gloss	14 oz black per litre	Black trim and doors on all strata lots
Mahogany	Sikkens Cetol 1	N/A	N/A	Stain on posts and shakes only on strata lots with gable over front door

Resolution H.4 In Favour _____ Against _____ Decision _____

H.5 BE IT RESOLVED by a majority vote that The Owners, Strata Plan No. VIS 5801 approve the following addition to the Rules:

12. Council, owners, tenants and visitors may not use or apply a pesticide, or grant permission or authority, express or implied, to use or apply a pesticide for the purpose of maintaining outdoor trees, shrubs, flowers, other ornamental plants, gardens or turf on Common Property or Limited Common Property unless it is:

- A. listed by the Province of British Columbia as an “excluded pesticide”, as per BC Regulation 604/2004 Integrated Pest Management Regulation – Schedule 2 – Excluded Pesticides;
- B. applied for the management of pests that transmit human diseases;
- C. applied for the management of pests that impact agriculture or forestry; or
- D. applied for the control or eradication of Alien Invasive Species.

Resolution H.5 In Favour _____ Against _____ Decision _____

SIGNED AT: _____

this _____ day of _____ YEAR _____ Owner’s Signature: _____