

Dear Owners:

The 2021 AGM for the Lighthouse Landing Estates strata corporation is scheduled for Tuesday, August 24, 2021 and will be held at the Bowser Legion Hall.

Registration: 1845 hrs to 1900 hrs.

Annual General Meeting begins: 1900 hrs.

Due to the Covid-19 restrictions being lifted slightly, there are some new protocols:

- The limit of people in the Legion is up to half capacity, which is 100 people, so everyone is welcome.
- Wearing face masks will be optional.
- No pens will be available, please bring your own for voting and note-taking purposes.
- 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.

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

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. 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.

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 18, 2021. 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 18, 2021.

Regarding the election of Council for the 2021-2022 term, the following individuals have volunteered to let their name stand for indicated positions:

Chair	Gill Taccogna
Vice Chair/By-Laws	Suzanne LaRoy <i>and</i> Adrian Johnston
Treasurer	Suzan Chamney
Secretary	Emma Williams
Landscaping	Violet van Hees
Maintenance	Paul Parker
Waste Water Management Committee Rep	Hugh Jackson

Other nominations for Council may be sent to our Chair, Larry Highcock, at the coordinates shown above. A call for nominations from the floor for all of the positions will also be conducted.

Hope to see you at the meeting!

2. AGM Agenda

August 24, 2021, at the Bowser Legion Hall

Registration opens at 18:45 hours

Meeting starts at 19:00 hours

A. Call to Order and 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 Resolutions H.1. to change existing bylaw for guest recreational vehicle parking within the strata, and H.2. to remove height restrictions on RV Storage area, and the election of new council members to any positions for which there is more than one nomination; and to hold a count of card votes for all other items.

C. Filing Proof of Notice of Meeting (Secretary)

D. Appreciation (Chair)

E. Approval of Agenda (Chair)

MOTION to adopt the agenda of Annual General Meeting of 2021 08 24 as circulated.

F. Approval of Minutes (Chair)

MOTION to adopt the minutes of Annual General Meeting held 2020 08 26 as circulated.

G. Unfinished business arising from the Minutes of past AGM meeting

- a) Bylaws review and overhaul (Vice Chair/Bylaws Officer)

H. Reports (per AGM package)

- a) Chair
- b) Vice Chair/Bylaws Officer
- c) Secretary
- d) Treasurer
 - **MOTION** to accept the Financial Statements for 2020-2021 as presented.
- e) Maintenance Officer
- f) Landscaping Officer
- g) Waste Water Management Committee Representative
- h) Insurance
- i) RV Storage Committee

I. Special Resolutions, Bylaws and Rules

- H.1. Bylaw amendment
- H.2. Rule change
- H.3. Alteration and Indemnity Agreement
- H.4. Alteration and Indemnity Agreement
- H.5. Alteration and Indemnity Agreement
- H.6. Alteration and Indemnity Agreement

J. 2021/2022 Budget (Treasurer)

BE IT RESOLVED by a $\frac{3}{4}$ vote that The Owners, Strata Plan VIS 5801 approve the adoption of the 2021-22 Budget as circulated.

K. New Business

- a) Memorial Bench (Chair)

L. Elections of Strata Council 2020-21 (John Gurak):

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:

Gill Taccogna	Chair
Suzanne LaRoy	Vice Chair/Bylaws
Adrian Johnston	Vice Chair/Bylaws
Suzan Chamney	Treasurer
Emma Williams	Secretary
Violet van Hees	Landscaping
Paul Parker	Maintenance
Hugh Jackson	Waste Water Management Committee Representative

M. Adjournment

3. Minutes of the 2020 AGM

2020 AUGUST 26



MINUTES – ANNUAL GENERAL MEETING

Wednesday August 26, 2020 Bowser Legion Hall

Present: Strata Lot #1 Strata Lot #2 Strata Lot #3 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 #15
Strata Lot #16 Strata Lot #17 Strata Lot #19 Strata Lot #20
Strata Lot #21 Strata Lot #24 Strata Lot #25 Strata Lot #26
Strata Lot #27 Strata Lot #28 Strata Lot #30

By Proxy: Strata Lot #7 Strata Lot #14 Strata Lot #22 Strata Lot #23
Strata Lot #29

Absent: Strata Lot #12 Strata Lot #18

A. Meeting called to Order by the Landscaping Officer at 7:03 pm and established Strata Council Chair as Chair of VIS 5801 AGM.

MOVED: (#21) to recognize the Strata Council Chair as Chair of the AGM.

SECONDED: (#13)

CARRIED: 28 of 28

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: 23 Proxies Confirmed: 5 Total Owners Represented: 28

AGM quorum minimum of 1/3 of 30 or 10 Owners are represented, therefore quorum is established.

Assuming no abstained votes: Unanimous vote is 30

$\frac{3}{4}$ vote is 21

Majority vote is 15

The secretary noted that owner attendance and submitted proxies did not meet the required 100% for a unanimous vote, therefore item H.3. was removed from the Agenda.

MOVED: (#5) to hold secret ballot for the proposed changes to allow guest recreational vehicle parking within the strata (H.1) and hold a count of card votes for all other items.

SECONDED: (#21)

CARRIED: 28 of 28

C. Filing Proof of Notice

Proof of notice presented (**attached**).

D. Approval of Agenda

MOVED: (#19) to adopt the Agenda of Annual General Meeting of 2020 08 26 as circulated.

SECONDED: (#9)

CARRIED: 28 of 28

E. Approval of Minutes

MOVED: (#13) to adopt the Minutes of Annual General Meeting held 2019 08 21 as circulated.

SECONDED: (#21)

CARRIED: 27 of 28

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

F. 1 Unit 29 Indemnity & Alteration Agreement.

The chair reviewed the circumstances that have resulted in the delays preventing this item from being registered with the Land Titles Office. The new council will continue to work with Unit 29 to bring this item to a positive conclusion.

F. 2 RV Parking Enhancement Project.

This item will be discussed under reports.

G. Reports

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

G.2. Treasurer report – Updated financial results to the end of July 2020 were presented and briefly discussed including how the surplus was rolled over into this year's budget to bring down strata fees. (per AGM Package).

MOVED: (#21) to adopt the Financial Results for 2019/2020 as presented.

SECONDED: (#5)

CARRIED: 28 of 28

G.3. Maintenance (per AGM Package)

G.4. Landscape (per AGM Package) – The Landscaping Officer informed the Owners that he is handing over his position to a new Landscape Officer. Our landscaping contract will be up for renewal at the end December and we are actively looking for bidders. While inquiring about local landscapers with others who use landscaping companies in the area the company we currently use has come recommended as the best and most reliable. During this discussion a company name was given from the floor.

If the implementation of the Resolution H.5 proceeds, our weed control product will be changed. This will increase our costs but will be more environmentally friendly. An owner

questioned the removal of the dead tree by unit 30 and was informed that Landscaping is in contact with the RDN to have the tree removed, it was noted the RDN arborist refused to remove this tree when requested two years ago. **G.5. Vice Chair/Bylaws Office(per AGM Package)** – No questions.

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

G.7. Insurance Report (per AGM Package) – No questions.

G.8. Waste Water Management Committee Report (per AGM Package) – No Questions.

G.9. RV Storage Report (per AGM Package) – It was noted that more information pertaining to the RV expansion etc. is located in the filed report, which is posted on our website. Also, the RV Storage Coordinator is stepping down after serving 2 years. Unit 6 has offered to take over the position.

G.10. Front Entrance Renewal Report (per AGM Package) – Unit 27 described her vision for the front entrance renewal. Types of plants, locations and work required were discussed at length. Concern was noted regarding the expense and care of the planter boxes as well as the upkeep of the beds. The new council will take all discussion regarding the Front Entrance renewal into consideration at their next council meeting.

H. Special Resolutions:

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.” (Moved: #13; Seconded #16)

MOVED: (#13) to amend H.1. with the addition of:

In the event a guest RV cannot fit on the owner’s driveway, the owner may apply to council for permission to park the RV in another location.

SECONDED: (#16)

CARRIED: 24 of 28

A secret ballot on the amended motion was carried out:

Resolution H.1 In Favour: 18 Against: 10 Decision: DEFEATED

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

It is prohibited to plant non-ornamental fruit-producing trees on limited common property and common property. (Moved: #8; Seconded #25)

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

(Moved: #21; Seconded #20)

Resolution H.4 In Favour: 28 Against: 0 Decision: CARRIED

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.

(Moved: #6; Seconded #25)

Resolution H.5 In Favour: 24 Against: 4 Decision: CARRIED

I. Appreciation:

On behalf of the Council, the Chair expressed his gratitude to all residents for all their help with specific tasks through out the year but there are a number of residents we wish to acknowledge that do much more.

Waste Water Management System: Ted, Tom Tyron, John, Keith, Rick, Adrian, Vance and Hugh

RV Parking Area Committee: Ron Chamney and Adrian

Financial Audit Committee: John and Tom Tyron

Sprinkler System Maintenance: Ron LaRoy

J. 2020/2021 Budget:

Consistent with the removal of H.3 from the agenda the Treasurer presented and reviewed the proposed “Budget option 1” and strata fee schedule for 2020/2021 fiscal year (**attached**).

Following discussion regarding the Depreciation Report and the Contingency Reserve Fund a motion for an amendment to the budget was made.

MOVED: (#2) to amend the Budget by reducing the Contingency Reserve Fund collection from \$30,000 to \$25,000.

SECONDED: (#5)

DEFEATED: 3 of 28

J.1 BE IT RESOLVED by a $\frac{3}{4}$ vote that The Owners, Strata Plan No. VIS 5801 approve the budget option 1 for the 2020/2021 budget as circulated including the identified planned expenditure from the Contingency Reserve Fund. (Moved: #21; Seconded #5)

Resolution J.1 In Favour: 26 Against: 2 Decision: CARRIED

K. New Business:

K.1 Bylaws Review Vice Chair/Bylaws presented to the owners what was found in the past year as council reviewed the bylaws during the standard operation of the strata. It was noted that our current bylaws are based on the 2009 Strata Property Act's standard bylaws, as this is when the strata was formed. Since then the Strata Property Act has been updated and the BC Government has amended the mandatory standard set of bylaws. There may be sections on owner negligence that could impact strata insurance claims that will particularly require review as one example. Also, there are items in our bylaws which are in conflict with each other as well as some references that are no longer valid.

In preparation for the AGM, the Vice Chair/Bylaws contacted the last lawyer that filed bylaw changes for us to request the cost of updating our bylaws and was told that all the bylaws would need to be reviewed before new ones were added or amended. A lot of the review groundwork could be done in advance, by us, to reduce costs. In preparation for having a lawyer insert our Strata's customized bylaws into the contemporary template, which is published by the BC Government, and to ensure all customization that we had is ported over accurately into the new template, we should have a committee go over our current bylaws with a fine tooth comb this fall to ensure whatever needs to be fixed/changed or reorganized has been thought out, before we go to a lawyer. Unit #25 volunteered to assist the By-Laws Officer with this and any others are welcomed to participate.

K.2 The Green Team. Unit 27 spoke to the owners regarding making LLE a more environmentally friendly community. Each year a major project will be suggested at the AGM, as the removal of pesticide use at LLE was done this year. On a monthly basis a helpful suggestion to make our homes more environmentally friendly will be posted on our Facebook page. Below is the link.

<https://www.facebook.com/groups/LivingTheLifeatLighthouseLandingEstates/?ref=share>

L. Election of Council:

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 – Violet van Hees (Strata Lot #4)

Waste Water Management Committee Representative – Hugh Jackson (Strata Lot #20)

Adjourned at 9:10 pm.

Original Signed:

Larry Highcock, Chair

Tannis McKinnon Charest, Secretary

M.

2020 (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 2020.AUGUST 5 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 2019/2020 as well as the 2020/2021 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.



Tannis McKinnon Charest, Secretary
VIS 5801

5-5300 Gainsberg Road
Bowser, BC V0R 1G0

4. Financial Statements for 2020-2021

Balance Sheet - LLE - As of 2021-07-31

(in Canadian Dollars) (Cash Basis)

2021-08-04

Page 1

Account	2021-07-31 Balance
ASSETS	
Cash and Bank Accounts	
CRF Chequing	78,656.17
OPERATING Chq	27,495.12
UBCU Membership Shares	37.78
UBCU Money Max	13.01
UBCU RV Fund	1,000.79
CCCU Member Shares	5.15
Petty Cash	200.00
TOTAL Cash and Bank Accounts	107,408.02
Other Assets	
CRF 003 GIC **7155	0.00
CRF 004 GIC **7171	0.00
CRF 005 GIC **7205	0.00
CRF 006 GIC **7130	22,715.24
CRF 007 GIC **7098	0.00
CRF 008 GIC **8417	45,794.54
CRF 3YR Rising Rate GIC	21,219.47
CRF 5YR GIC	10,647.76
UBCU Septic Bond RESTRICTED	50,000.00
TOTAL Other Assets	150,377.01
TOTAL ASSETS	257,785.03
LIABILITIES & EQUITY	
LIABILITIES	0.00
EQUITY	257,785.03
TOTAL LIABILITIES & EQUITY	257,785.03

CRF report - LLE - As of 2021-07-31

(in Canadian Dollars)

2021-08-01

Page 1

Account	2021-07-31 Balance
Bank Accounts	
CRF Chequing	78,656.17
TOTAL Bank Accounts	78,656.17
Asset Accounts	
CRF 003 GIC **7155	0.00
CRF 004 GIC **7171	0.00
CRF 005 GIC **7205	0.00
CRF 006 GIC **7130	22,715.24
CRF 007 GIC **7098	0.00
CRF 008 GIC **8417	45,794.54
CRF 3YR Rising Rate GIC	21,219.47
CRF 5YR GIC	10,647.76
TOTAL Asset Accounts	100,377.01
OVERALL TOTAL	179,033.18

Annual Operating Expenses - Last year

2020-08-01 through 2021-07-31 (in Canadian Dollars)

2021-08-01

Page 1

Category	2020-08-01- 2021-07-31
310 ADMIN 9284	8,997
315 Bank Charges	669
320 Office expenses	952
330 VISOA	195
335 Honorariums	3,360
340 General Operating	3,526
345 Operating Contingency	296
350 INSURANCE 8690	27,403
400 MAINTENANCE 8960	6,117
405 Maintenance General	25
410 Repairs Parts	702
415 Maint. Labour	250
417 Mileage for maintenance	76
420 Gutters & Moss	2,747
425 Snow Removal	546
430 Contractor work	1,770
450 LANDSCAPING 8960	39,083
451 Landscaping general	3,778
455 Groundskeeping	33,537
461 Sprinkler parts & rentals	962
462 Sprinklers labour	638
463 Mileage for Irrigation	169
500 UTILITIES 9220	2,925
510 Water	1,231
520 BC Hydro	1,610
530 Utility Trailer	84
700 WWM (Septic) 9220	12,783
701 Core Water	7,875
705 Core Water callouts	701
710 Lab Analysis	1,394
720 Collection System	309
725 Treatment System	-113
730 Disposal	80
740 Communication & Control	358
750 Emergency power (generator)	967
760 Ministry of Environment	203
770 Insurance	1,008
OVERALL TOTAL	97,308

Budget LLE - 2021

2020-08-01 through 2021-07-31 Using LLE 2020- 21 (in Canadian Dollars)

2021-08-01

Page 1

Category	Actual	2020 August Budget	Difference	Actual	2020 September Budget	Difference	Actual	2020 October Budget
EXPENSES	4,059.59	6,831.66	2,772.07	5,081.02	9,944.66	4,863.64	6,575.76	5,720.66
310 ADMIN 9284	333.48	335.00	1.52	466.30	535.00	68.70	680.33	610.00
315 Bank Charges	53.48	55.00	1.52	53.48	55.00	1.52	53.48	55.00
320 Office expenses	0.00	0.00	0.00	132.82	100.00	-32.82	92.61	175.00
323 Depreciation Report	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
330 VISOA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
335 Honorariums	280.00	280.00	0.00	280.00	280.00	0.00	280.00	280.00
340 General Operating	0.00	0.00	0.00	0.00	100.00	100.00	61.55	100.00
345 Operating Contingency	0.00	0.00	0.00	0.00	0.00	0.00	192.69	0.00
350 INSURANCE 8690	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
400 MAINTENANCE 8960	27.57	187.00	159.43	0.00	187.00	187.00	281.04	187.00
410 Repairs Parts	27.57	90.00	62.43	0.00	90.00	90.00	189.04	90.00
415 Maint. Labour	0.00	42.00	42.00	0.00	42.00	42.00	25.00	42.00
417 Mileage for maintenance	0.00	5.00	5.00	0.00	5.00	5.00	42.00	5.00
420 Gutters & Moss	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
430 Contractor work	0.00	50.00	50.00	0.00	50.00	50.00	0.00	50.00
430 Maintenance - other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
450 LANDSCAPING 8960	2,746.66	2,986.66	240.00	2,865.34	5,986.66	3,121.32	4,704.81	3,646.66
451 Landscaping general	0.00	0.00	0.00	28.68	3,000.00	2,971.32	1,640.55	800.00
455 Groundskeeping	2,746.66	2,746.66	0.00	2,746.66	2,746.66	0.00	2,746.66	2,746.66
461 Sprinkler parts & rentals	0.00	100.00	100.00	0.00	100.00	100.00	212.90	100.00
462 Sprinklers labour	0.00	100.00	100.00	50.00	100.00	50.00	75.00	0.00
463 Mileage for Irrigation	0.00	40.00	40.00	40.00	40.00	0.00	29.70	0.00
500 UTILITIES 9220	694.78	466.00	-228.78	129.00	129.00	0.00	223.00	217.00
510 Water	565.78	337.00	-228.78	0.00	0.00	0.00	0.00	0.00
520 BC Hydro	129.00	129.00	0.00	129.00	129.00	0.00	129.00	129.00
530 Utility Trailer	0.00	0.00	0.00	0.00	0.00	0.00	94.00	88.00
700 WWM (Septic) 9220	257.10	2,857.00	2,599.90	1,620.38	3,107.00	1,486.62	686.58	1,060.00
701 Core Water	0.00	656.00	656.00	1,312.50	656.00	-656.50	656.25	656.00
705 Core Water callouts	0.00	65.00	65.00	104.48	65.00	-39.48	0.00	65.00
710 Lab Analysis	0.00	105.00	105.00	0.00	355.00	355.00	0.00	105.00
720 Collection System	205.63	500.00	294.37	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	21.14	0.00	-21.14	0.00	1,040.00	1,040.00	0.00	0.00
740 Communication & Control	30.33	31.00	0.67	0.00	31.00	31.00	30.33	31.00
750 Emergency power (generator)	0.00	0.00	0.00	0.00	210.00	210.00	0.00	0.00
760 Ministry of Environment	0.00	0.00	0.00	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
780 WWTP Contingency	0.00	1,500.00	1,500.00	0.00	0.00	0.00	0.00	0.00
800 CRF Disbursements 8961	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
Net Difference:	-4,059.59	-6,831.66	2,772.07	-5,081.02	-9,944.66	4,863.64	-6,575.76	-5,720.66

Budget LLE - 2021

2020-08-01 through 2021-07-31 Using LLE 2020- 21 (in Canadian Dollars)

2021-08-01

Page 2

Category	Difference	2020 November		Difference	2020 December		Difference	Actual
		Actual	Budget		Actual	Budget		
EXPENSES	-855.10	8,384.00	9,124.66	740.66	32,984.25	26,879.66	-6,104.59	4,202.77
310 ADMIN 9284	-70.33	381.15	2,660.00	2,278.85	438.00	335.00	-103.00	539.47
315 Bank Charges	1.52	53.48	55.00	1.52	54.98	55.00	0.02	54.98
320 Office expenses	82.39	47.67	25.00	-22.67	0.00	0.00	0.00	204.49
323 Depreciation Report	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
330 VISOA	0.00	0.00	300.00	300.00	0.00	0.00	0.00	0.00
335 Honorariums	0.00	280.00	280.00	0.00	280.00	280.00	0.00	280.00
340 General Operating	38.45	0.00	2,000.00	2,000.00	0.00	0.00	0.00	0.00
345 Operating Contingency	-192.69	0.00	0.00	0.00	103.02	0.00	-103.02	0.00
350 INSURANCE 8690	0.00	0.00	0.00	0.00	27,080.00	22,000.00	-5,080.00	0.00
400 MAINTENANCE 8960	-94.04	3,591.75	2,395.00	-1,196.75	866.68	187.00	-679.68	0.00
410 Repairs Parts	-99.04	0.00	90.00	90.00	115.28	90.00	-25.28	0.00
415 Maint. Labour	17.00	50.00	42.00	-8.00	50.00	42.00	-8.00	0.00
417 Mileage for maintenance	-37.00	0.00	5.00	5.00	0.00	5.00	5.00	0.00
420 Gutters & Moss	0.00	2,045.50	2,208.00	162.50	701.40	0.00	-701.40	0.00
425 Snow Removal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
430 Contractor work	50.00	1,496.25	50.00	-1,446.25	0.00	50.00	50.00	0.00
430 Maintenance - other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
450 LANDSCAPING 8960	-1,058.15	2,746.66	2,746.66	0.00	2,746.66	2,746.66	0.00	2,829.05
451 Landscaping general	-840.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00
455 Groundskeeping	0.00	2,746.66	2,746.66	0.00	2,746.66	2,746.66	0.00	2,829.05
461 Sprinkler parts & rentals	-112.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00
462 Sprinklers labour	-75.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
463 Mileage for Irrigation	-29.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500 UTILITIES 9220	-6.00	557.26	466.00	-91.26	136.00	129.00	-7.00	136.00
510 Water	0.00	428.26	337.00	-91.26	0.00	0.00	0.00	0.00
520 BC Hydro	0.00	129.00	129.00	0.00	136.00	129.00	-7.00	136.00
530 Utility Trailer	-6.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
700 WWM (Septic) 9220	373.42	1,107.18	857.00	-250.18	1,716.91	1,482.00	-234.91	698.25
701 Core Water	-0.25	656.25	656.00	-0.25	656.25	656.00	-0.25	656.25
705 Core Water callouts	65.00	0.00	65.00	65.00	0.00	65.00	65.00	42.00
710 Lab Analysis	105.00	354.23	105.00	-249.23	0.00	355.00	355.00	0.00
720 Collection System	0.00	66.37	0.00	-66.37	0.00	0.00	0.00	0.00
725 Treatment System	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
730 Disposal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
740 Communication & Control	0.67	30.33	31.00	0.67	60.66	31.00	-29.66	0.00
750 Emergency power (generator)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
760 Ministry of Environment	203.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
765 EOCP (every three years)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
770 Insurance	0.00	0.00	0.00	0.00	1,000.00	375.00	-625.00	0.00
780 WWTP Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
800 CRF Disbursements 8961	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
Net Difference:	-855.10	-8,384.00	-9,124.66	740.66	-32,984.25	-26,879.66	-6,104.59	-4,202.77

Budget LLE - 2021

2020-08-01 through 2021-07-31 Using LLE 2020- 21 (in Canadian Dollars)

2021-08-01

Page 3

Category	2021 January Budget	Difference	Actual	2021 February Budget	Difference	Actual	2021 March Budget	Difference
EXPENSES	5,184.66	981.89	4,685.99	6,201.66	1,515.67	4,517.89	4,449.66	-68.23
310 ADMIN 9284	335.00	-204.47	475.89	1,235.00	759.11	592.21	530.00	-62.21
315 Bank Charges	55.00	0.02	56.48	55.00	-1.48	54.98	55.00	0.02
320 Office expenses	0.00	-204.49	0.00	0.00	0.00	62.23	0.00	-62.23
323 Depreciation Report	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
330 VISOA	0.00	0.00	0.00	0.00	0.00	195.00	195.00	0.00
335 Honorariums	280.00	0.00	280.00	280.00	0.00	280.00	280.00	0.00
340 General Operating	0.00	0.00	139.41	900.00	760.59	0.00	0.00	0.00
345 Operating Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
350 INSURANCE 8690	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
400 MAINTENANCE 8960	1,117.00	1,117.00	0.00	1,117.00	1,117.00	20.84	187.00	166.16
410 Repairs Parts	90.00	90.00	0.00	90.00	90.00	20.84	90.00	69.16
415 Maint. Labour	42.00	42.00	0.00	42.00	42.00	0.00	42.00	42.00
417 Mileage for maintenance	5.00	5.00	0.00	5.00	5.00	0.00	5.00	5.00
420 Gutters & Moss	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
425 Snow Removal	930.00	930.00	0.00	930.00	930.00	0.00	0.00	0.00
430 Contractor work	50.00	50.00	0.00	50.00	50.00	0.00	50.00	50.00
430 Maintenance - other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
450 LANDSCAPING 8960	2,746.66	-82.39	2,829.05	2,746.66	-82.39	2,829.05	2,746.66	-82.39
451 Landscaping general	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
455 Groundskeeping	2,746.66	-82.39	2,829.05	2,746.66	-82.39	2,829.05	2,746.66	-82.39
461 Sprinkler parts & rentals	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
462 Sprinklers labour	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
463 Mileage for Irrigation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500 UTILITIES 9220	129.00	-7.00	247.48	246.00	-1.48	136.00	129.00	-7.00
510 Water	0.00	0.00	117.00	117.00	0.00	0.00	0.00	0.00
520 BC Hydro	129.00	-7.00	130.48	129.00	-1.48	136.00	129.00	-7.00
530 Utility Trailer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
700 WWM (Septic) 9220	857.00	158.75	1,133.57	857.00	-276.57	939.79	857.00	-82.79
701 Core Water	656.00	-0.25	656.25	656.00	-0.25	656.25	656.00	-0.25
705 Core Water callouts	65.00	23.00	446.99	65.00	-381.99	107.52	65.00	-42.52
710 Lab Analysis	105.00	105.00	0.00	105.00	105.00	107.52	105.00	-2.52
720 Collection System	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
730 Disposal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
740 Communication & Control	31.00	31.00	30.33	31.00	0.67	68.50	31.00	-37.50
750 Emergency power (generator)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
760 Ministry of Environment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
765 EOCP (every three years)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
770 Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
780 WWTP Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
800 CRF Disbursements 8961	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
Net Difference:	-5,184.66	981.89	-4,685.99	-6,201.66	1,515.67	-4,517.89	-4,449.66	-68.23

Budget LLE - 2021

2020-08-01 through 2021-07-31 Using LLE 2020- 21 (in Canadian Dollars)

2021-08-01

Page 4

Category	Actual	2021 April Budget	Difference	Actual	2021 May Budget	Difference	Actual	2021 June Budget
EXPENSES	7,808.14	4,494.66	-3,313.48	5,223.87	4,571.66	-652.21	4,255.42	36,587.66
310 ADMIN 9284	707.75	335.00	-372.75	178.70	335.00	156.30	334.98	678.00
315 Bank Charges	427.75	55.00	-372.75	-307.29	55.00	362.29	54.98	55.00
320 Office expenses	0.00	0.00	0.00	205.99	0.00	-205.99	0.00	90.00
323 Depreciation Report	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
330 VISOA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
335 Honorariums	280.00	280.00	0.00	280.00	280.00	0.00	280.00	280.00
340 General Operating	0.00	0.00	0.00	0.00	0.00	0.00	0.00	253.00
345 Operating Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
350 INSURANCE 8690	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
400 MAINTENANCE 8960	820.05	187.00	-633.05	49.30	187.00	137.70	140.54	187.00
410 Repairs Parts	0.00	90.00	90.00	49.30	90.00	40.70	65.54	90.00
415 Maint. Labour	0.00	42.00	42.00	0.00	42.00	42.00	75.00	42.00
417 Mileage for maintenance	0.00	5.00	5.00	0.00	5.00	5.00	0.00	5.00
420 Gutters & Moss	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
425 Snow Removal	546.00	0.00	-546.00	0.00	0.00	0.00	0.00	0.00
430 Contractor work	274.05	50.00	-224.05	0.00	50.00	50.00	0.00	50.00
430 Maintenance - other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
450 LANDSCAPING 8960	5,069.19	2,986.66	-2,082.53	4,011.70	2,946.66	-1,065.04	2,829.05	2,986.66
451 Landscaping general	1,359.78	0.00	-1,359.78	702.08	0.00	-702.08	0.00	0.00
455 Groundskeeping	2,829.05	2,746.66	-82.39	2,829.05	2,746.66	-82.39	2,829.05	2,746.66
461 Sprinkler parts & rentals	618.36	100.00	-518.36	131.07	100.00	-31.07	0.00	100.00
462 Sprinklers labour	212.50	100.00	-112.50	300.00	100.00	-200.00	0.00	100.00
463 Mileage for Irrigation	49.50	40.00	-9.50	49.50	0.00	-49.50	0.00	40.00
500 UTILITIES 9220	130.00	129.00	-1.00	256.06	246.00	-10.06	150.08	129.00
510 Water	0.00	0.00	0.00	120.06	117.00	-3.06	0.00	0.00
520 BC Hydro	136.00	129.00	-7.00	136.00	129.00	-7.00	150.08	129.00
530 Utility Trailer	-6.00	0.00	6.00	0.00	0.00	0.00	0.00	0.00
700 WWM (Septic) 9220	1,081.15	857.00	-224.15	728.11	857.00	128.89	800.77	2,607.00
701 Core Water	656.25	656.00	-0.25	656.25	656.00	-0.25	656.25	656.00
705 Core Water callouts	0.00	65.00	65.00	0.00	65.00	65.00	0.00	65.00
710 Lab Analysis	567.53	105.00	-462.53	0.00	105.00	105.00	107.52	355.00
720 Collection System	0.00	0.00	0.00	0.00	0.00	0.00	37.00	0.00
725 Treatment System	-201.84	0.00	201.84	0.00	0.00	0.00	0.00	1,500.00
730 Disposal	59.21	0.00	-59.21	0.00	0.00	0.00	0.00	0.00
740 Communication & Control	0.00	31.00	31.00	71.86	31.00	-40.86	0.00	31.00
750 Emergency power (generator)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
760 Ministry of Environment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
765 EOCP (every three years)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
770 Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
780 WWTP Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
800 CRF Disbursements 8961	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00
810 Painting	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00
Net Difference:	-7,808.14	-4,494.66	-3,313.48	-5,223.87	-4,571.66	-652.21	-4,255.42	-36,587.66

Budget LLE - 2021

2020-08-01 through 2021-07-31 Using LLE 2020- 21 (in Canadian Dollars)

2021-08-01

Page 5

Category	Difference	Actual	2021 July	Difference	2020-08-01	-	2021-07-31
			Budget		Actual	Budget	Difference
EXPENSES	32,332.24	9,529.40	5,386.66	-4,142.74	97,308.10	125,377.92	28,069.82
310 ADMIN 9284	343.02	3,869.23	517.00	-3,352.23	8,997.49	8,440.00	-557.49
315 Bank Charges	0.02	57.98	55.00	-2.98	668.76	660.00	-8.76
320 Office expenses	90.00	206.02	182.00	-24.02	951.83	572.00	-379.83
323 Depreciation Report	0.00	0.00	0.00	0.00	0.00	0.00	0.00
330 VISOA	0.00	0.00	0.00	0.00	195.00	495.00	300.00
335 Honorariums	0.00	280.00	280.00	0.00	3,360.00	3,360.00	0.00
340 General Operating	253.00	3,325.23	0.00	-3,325.23	3,526.19	3,353.00	-173.19
345 Operating Contingency	0.00	0.00	0.00	0.00	295.71	0.00	-295.71
350 INSURANCE 8690	0.00	323.00	750.00	427.00	27,403.00	22,750.00	-4,653.00
400 MAINTENANCE 8960	46.46	318.75	187.00	-131.75	6,116.52	6,312.00	195.48
410 Repairs Parts	24.46	234.65	90.00	-144.65	702.22	1,080.00	377.78
415 Maint. Labour	-33.00	50.00	42.00	-8.00	250.00	504.00	254.00
417 Mileage for maintenance	5.00	34.10	5.00	-29.10	76.10	60.00	-16.10
420 Gutters & Moss	0.00	0.00	0.00	0.00	2,746.90	2,208.00	-538.90
425 Snow Removal	0.00	0.00	0.00	0.00	546.00	1,860.00	1,314.00
430 Contractor work	50.00	0.00	50.00	50.00	1,770.30	600.00	-1,170.30
430 Maintenance - other	0.00	0.00	0.00	0.00	0.00	0.00	0.00
450 LANDSCAPING 8960	157.61	2,876.05	2,946.66	70.61	39,083.27	38,219.92	-863.35
451 Landscaping general	0.00	47.00	0.00	-47.00	3,778.09	3,800.00	21.91
455 Groundskeeping	-82.39	2,829.05	2,746.66	-82.39	33,536.65	32,959.92	-576.73
461 Sprinkler parts & rentals	100.00	0.00	100.00	100.00	962.33	700.00	-262.33
462 Sprinklers labour	100.00	0.00	100.00	100.00	637.50	600.00	-37.50
463 Mileage for Irrigation	40.00	0.00	0.00	0.00	168.70	160.00	-8.70
500 UTILITIES 9220	-21.08	129.00	129.00	0.00	2,924.66	2,544.00	-380.66
510 Water	0.00	0.00	0.00	0.00	1,231.10	908.00	-323.10
520 BC Hydro	-21.08	133.00	129.00	-4.00	1,609.56	1,548.00	-61.56
530 Utility Trailer	0.00	-4.00	0.00	4.00	84.00	88.00	4.00
700 WWM (Septic) 9220	1,806.23	2,013.37	857.00	-1,156.37	12,783.16	17,112.00	4,328.84
701 Core Water	-0.25	656.25	656.00	-0.25	7,875.00	7,872.00	-3.00
705 Core Water callouts	65.00	0.00	65.00	65.00	700.99	780.00	79.01
710 Lab Analysis	247.48	257.25	105.00	-152.25	1,394.05	2,010.00	615.95
720 Collection System	-37.00	0.00	0.00	0.00	309.00	1,250.00	941.00
725 Treatment System	1,500.00	89.20	0.00	-89.20	-112.64	1,500.00	1,612.64
730 Disposal	0.00	0.00	0.00	0.00	80.35	1,040.00	959.65
740 Communication & Control	31.00	35.93	31.00	-4.93	358.27	372.00	13.73
750 Emergency power (generator)	0.00	966.74	0.00	-966.74	966.74	210.00	-756.74
760 Ministry of Environment	0.00	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	8.00	0.00	-8.00	1,008.00	375.00	-633.00
780 WWTP Contingency	0.00	0.00	0.00	0.00	0.00	1,500.00	1,500.00
800 CRF Disbursements 8961	30,000.00	0.00	0.00	0.00	0.00	30,000.00	30,000.00
810 Painting	30,000.00	0.00	0.00	0.00	0.00	30,000.00	30,000.00
Net Difference:	32,332.24	-9,529.40	-5,386.66	-4,142.74	-97,308.10	-125,377.92	28,069.82

5. Council Reports

a) Chair's Report

Sadly, we lost a much respected and valued member of Lighthouse Landing Strata Council with the passing of Bob Mathieson. Bob was the "go to" guy for any maintenance issues and always was able to deliver. We will miss you Bob - Rest In Peace. The attached reports submitted by each of the members of the Strata Council reflect the challenges faced and solved on your behalf by your Strata Council. Due to the restrictions imposed by the Covid-19 pandemic, your council was effective in conducting their monthly meeting via Zoom. I believe the goal to effectively represent our Owners was met as a result of our efforts. Finally, it has been a pleasure to serve you as the Chair of an effective and committed Council.

Larry Highcock, Chair
Lighthouse Landing Estates Strata Council

b) Vice Chair/Bylaws Officer's Report

It's been the typical quiet year in our great community in terms of bylaw enforcement, having had no matters that required escalating bylaw enforcement activity. This allowed me some time to initiate a pet project of mine and, with council's support and involvement in every aspect, I was able to oversee replacement of our road signage. The brighter, cleaner signs will allow emergency response vehicles to more readily see the directional signs at night and allow them to respond at the targeted unit faster.

Many days' worth of hours have been spent working on our bylaw refresh project. When finished, this will see our bylaws harmonized with substantial changes that have been made to the Strata Property Act since our strata's bylaws were originally adopted in 2009; modify them to reflect rulings made by the Province's Civil Resolution Tribunal, which has had legal jurisdiction over strata property disputes since its inception in 2012; resolve conflicts within our bylaws; and remove items that should be extracted from our bylaws, for a variety of reasons.

The review process began in December and is about halfway finished. Suzan Chamney and I have put in many hours working with a lawyer that specializes in strata law, who has prepared a new base template for our strata. What takes a great deal of time and effort is ensuring the new set retains clauses in our current set that are unique to our Lighthouse Landing Estates environment. This detective work requires a great attention to detail as, to be thorough, we must:

- a) Identify and document what entire bylaw sections and, sometimes even words, if we feel they are important, are missing from each section, that were unique to our strata. This is especially challenging given the organizational structure of the new set is very different from our current set.
- b) Go back and forth with the lawyer to find out if things that are missing can be re-added. The answer can be any of the following:

- they can be re-added; however, where should they be re-added in the differently reorganized new set is a consideration and also if the same terminology should be re-used;
 - they are now illegal or ill-advised and cannot or should not be re-added; or
 - they already exist in the Strata Property Act or Regulation, so should not be duplicated in our bylaws.
- c) As we go through the discovery process, we must document what has been extracted and has been added, with the explanation of why, as we get answers back so that we can create a reference for our owners. This will be helpful so that, when we present the new and old set, owners will be able to locate sections from the current bylaws in the new version, see explanations as to why sections have been left out or changed and why new items have been added.

After a summer hiatus, the plan is to resume this project in September. Once the Committee and Council are satisfied with the outcome, owners will be provided with a copy of the new proposed set that Council will be recommending, as well as the reference documentation referred to in c) above. After owners have had some time to review the documentation, Council will host an information meeting where owners can ask questions and Council will collect owners' feedback and requests for any adjustments. When the final set is ready to be presented, a special meeting will be called so that owners can vote on acceptance of the new set, as well as separately vote on all changes of a discretionary nature that council might recommend be incorporated.

I hope you will re-elect me into the Vice Chair/Bylaws Officer position so I can finish the many hours of work that are still required to complete this important project.

Suzanne LaRoy
Vice Chair/Bylaws Officer

c) Secretary's Report

I want to start off by saying thank you to everyone on the strata for everything you did to help my father and especially myself over the past few years. It has been a learning experience and continues to be, but I am grateful for the kindness everyone has shown me and love being a part of our little community.

This being a very new role to me, I will do my best to fulfill the position. Thank you to Tannis for helping me navigate, and to Suzan and Suzanne for being my proofreaders and editors! I am looking forward to the coming year and contributing to strata.

Emma Williams, Secretary

d) Treasurer's Report

Things continue to run smoothly in the Finance portfolio, and I am pleased to report that VIS 5801 remains in a good financial state.

This fiscal year we came in over budget. While most of our budget lines showed small surpluses or overages—which are generally expected—the biggest impact to our bottom line was our insurance premiums, which were \$5,286 more than anticipated. On the other hand, the Waste Water Management (WWM) section was under budget by \$4,329. The WWM surplus funds have been carried forward to offset the 2021-22 WWM portion of the monthly fees.

The upcoming year will see an average \$36/month increase in monthly strata fees, primarily due to the significant rise in insurance premiums; also, we are following the Depreciation Report's recommendation to increase our contributions to the Contingency Reserve Fund to \$34,500 this year.

Once again VIS 5801 had more than \$200,000 in assets at the end of our last fiscal year, which meant completing the "long" T-2 Income Tax for Corporations form. This year we completed our own Return using last year's filing as a guide. It was accepted as submitted by the Canada Revenue Agency.

In the fall 2020, the Financial Review Committee, made up of John Gurak and Tom Tyron, went over the past year's financials and reported back to The Owners that all appeared well. The committee also gave input into the coming year's annual budget. Thanks from all of us goes out to the committee.

It is a pleasure working with our dedicated and conscientious Council and Committee members.

Suzan Chamney, Treasurer

e) Maintenance Officer's Report

I would first like to personally thank Bob for looking after the strata maintenance and doing a great job putting in many hours of work. RIP Bob, you will be missed by all.

Looking over the notes I see the usual maintenance issues.

- Snow Clearing Nov- March
- Gutter Cleaning Nov
- Painting phase 3 Hardie board
- Painting all of phase 4 Hardie and trim
- Numerous minor repairs

Within the next year we have budgeted for the painting of all of Phase 5, Hardie board and trim.

In the process of getting quotes for snow removal, gutter cleaning and moss control.

I ask the owners to watch for rot and little problems on the exterior of their units and report it so we can repair them before they become large problems.

Paul Parker, Maintenance Officer

f) Landscaping Officer's Report

Lots of good landscaping things happened this past year:

- Entrance way improvement project: a lot got done, with lots of help from many strata residents! Much thanks to everyone who helped:
 - the old wood chip mulch was removed
 - a bunch of new shrubs (rhododendrons, and pieris little heath) were planted, with a lot of rich fish fertilizer soil to help them grow well
 - new fine dark mulch was put on the borders
 - some other plants and shrubs were transplanted into the borders
 - the shrubs and plants right by Gainsberg Road were trimmed and pruned
 - several weeding work parties happened.
- Work party to thin the bull rushes at the middle pond (to be completed in 2021).
- A hazardous tree by #30 was taken down and removed.
- Our irrigation system was winterized in October, with help from many strata residents.
- The irrigation system was started up in the spring, again with lots of help from volunteers.
- A spring work party did a bunch of trimming of branches around the property.
- We have a new 5-year contract for the mowing/gardening services. Two proposals were submitted, and we chose to continue with Best Turf (the new name of Dan's business). Dan and his crew have done a great job for us in the past, and are continuing to do so now.
- A privacy hedge by #19 was replaced, due to the old shrubs becoming scruffy and unsightly (the wrong type of shrub was planted there originally, for a privacy hedge).
- Sprinkler repairs have been on-going, with Ron LaRoy offering a lot of great help to fix things and keep them running well.

Things to look forward to for 2021-2022:

- We will have another ditch clean-up work party this fall.
- We will also have another work party to complete the work we started last year to thin the bull rushes in the middle pond.
- There will be more weeding work parties. ☺

Much thanks to EVERYONE who has been helping to keep our strata grounds looking so good!

g) Waste Water Management Committee Representative's Report

All systems have performed well in all phases of the required operation

The 24-month generator service by Simson-Maxwell has been done with oil and fuel filters changed. Standard test on generator operation completed. Weekly maintenance checks of the system have enabled us to make the minor adjustments when required and housekeeping going forward. As a result of this Core Water was not once in the year on site for any extra service work.

Sludge testing was done in July and confirmed that the tanks needed to be pumped. This was done in the first week of August. We had planned to install 10 more lateral flush connections on drain field B but have not yet done so due to Covid and the heat of the day. Hopefully this Fall it will happen.

Thanks to Ted, Vance, John and Tom for all your help when needed. This probably why we have come in with all but one project achieved and under budget.

Hugh Jackson, WWMR

h) Insurance Report 2021

Last year insurance rates for all stratas skyrocketed; some stratas reported not being able to get insurance at all. Our insurance broker, Waypoint, solicited a number of insurance companies in order to find us the best possible premium, but it was still more than 50% higher than it was just two years ago. Our current insurance policies and insurance appraisal are posted on our website.

Please note: 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 of whether their unit was damaged. *Therefore, all owners should consider purchasing coverage for Earthquake Loss Assessment Corporation Deductible as part of their Homeowner's Insurance.*

Suzan Chamney, Treasurer

i) LLE RV Storage Report

This year in Sept we had 5 units on the waiting list for a spot in our RV area. It was decided at a RV meeting to try and fit everyone in. With council's okay we moved the strata utility trailer to a new location freeing up some room. The RV reserved fund used \$3040 dollars to bring in 25yds of gravel to level the ground and remove 6 trees and brush at the rear to make a more friendly RV site. At the end of the upgrade, we were able to accommodate all 5 units and at this time we have no waiting list. I believe this added value to our strata and just under half the residents use this facility which is terrific. This all being done with very little change to the original site. Also, I would like to add the new hedge did not fair well in the heat, but we will address this in the fall. RV users would like to thank Bucky unit 5 for his help with equipment and operation during this project.

As for the upcoming year I see little change happening as we have no waiting list, and all is quiet.

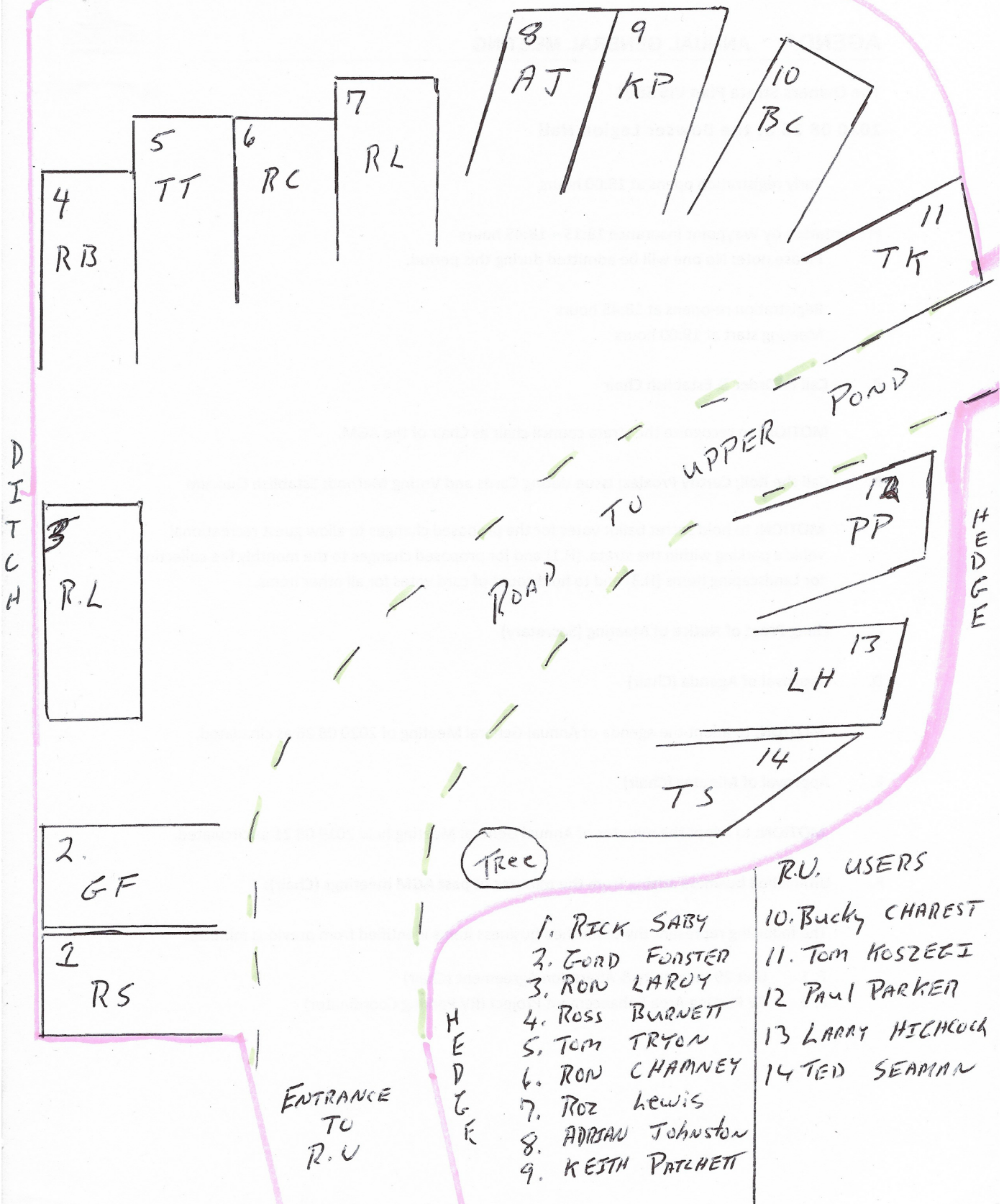
Attached is a new site map of the RV site. With the new layout of the site, we need to request a change to the height restriction in rule 4 as it does not apply to the new layout. We are asking to remove height restrictions in sites 6-10.

Paul Parker

LLE R.V. SITE MAP 2020 Oct

NOT TO SCALE ☺

Bush



R.V. USERS

1. RICK SARY
2. GORD FORSTER
3. RON LAROU
4. ROSS BURNETT
5. TOM TRYON
6. RON CHAMNEY
7. ROZ LEWIS
8. ADRIAN JOHNSTON
9. KESTH PATLHETT

10. BUCKY CHAREST
11. TOM KOSZEGI
12. PAUL PARKER
13. LARRY HICHOCK
14. TED SEAMAN

6. Special Resolutions, Bylaws and Rules (Section 125 SPA)

- H.1 BE IT RESOLVED by a $\frac{3}{4}$ vote that The Owners, Strata Plan VIS 5801 approve the following amendment to the Consolidated Bylaw 34 (2) (d) “No guest recreational vehicle parking is permitted within the strata” with the following:

“Visitors to the strata may not park recreational vehicles on the common or limited common property except as permitted by this bylaw. A visitor may park a recreational vehicle in the following locations for a maximum of 72 hours (cumulatively or consecutively) in a 30 day period:

- (a) In a driveway; or
- (b) If the vehicle cannot fit on a driveway, in the visitor’s parking, but only with the written permission of the strata council

This bylaw change 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 72-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 VIS 5801 approve the amendment of the RV Storage rule #4 from:

“The maximum length of any individual unit should be 25’ -0”, a maximum weight of 9,999 lb., and on parking spaces 6 to 10 only, a maximum height of 54.”

To:

“The maximum length of any individual unit should be 9.144m, maximum weight 4535.47kg, and a maximum height of 4.15m.”

- H.3. BE IT RESOLVED by a $\frac{3}{4}$ vote that The Owners, Strata Plan VIS 5801 approve the Indemnity and Alteration Agreement submitted by Unit 8 to install a Trane heat pump.
- H.4. BE IT RESOLVED by a $\frac{3}{4}$ vote that The Owners, Strata Plan VIS 5801 approve the Indemnity and Alteration Agreement submitted by Unit 29 to replace an exterior window with a door. The work is to be carried out with a building permit and by a WorkSafe BC approved contractor.
- H.5. BE IT RESOLVED by a majority vote that The Owners, Strata Plan VIS 5801 approve the Indemnity and Alteration Agreement submitted by Unit 21 to add a fenced area and steps down from their deck.
- H.6. BE IT RESOLVED by a majority vote that The Owners, Strata Plan VIS 5801 approve the Indemnity and Alteration Agreement submitted by Unit 5 to install fire exit stairway off their back deck.

7. 2021-2022 Proposed Budget and Monthly Strata Fee Schedule

WORKING BUDGET														TOTALS	2020-21 ACTUALS	2019-20 ACTUALS	2018-19 ACTUALS
OPERATING EXPENSES															2020-21 ACTUALS	2019-20 ACTUALS	2018-19 ACTUALS
300	Carry Forward																
310	Admin																
315	Bank charges	\$55	\$55	\$55	\$55	\$55	\$55	\$55	\$55	\$55	\$55	\$55	\$55	\$660	\$669	\$633	\$256
320	Office Expenses			\$25	\$25		205				\$109	\$95	\$182	\$641	\$952	\$350	\$883
323	Depreciation / Insurance Appr													\$0	\$0	\$4,809	\$0
330	VISOA / Professional							\$195						\$195	\$195	\$549	\$462
335	Honorariums	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$3,360	\$3,360	\$3,080	\$1,275
340	General Operating	\$400	\$1,500											\$1,900	\$3,526	\$1,213	\$865
345	Operating Contingency	\$3,000												\$3,000	\$296	\$0	\$2,117
350	Insurance				\$30,000								\$1,000	\$31,000	\$27,403	\$19,981	\$18,770
400	Maintenance																
405	Maintenance General		\$25											\$25	\$25		
410	Repairs - parts	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$960	\$702	\$1,118	\$828
415	Maint. Labour	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$480	\$250	\$330	\$362
417	Mileage for maint.			\$50										\$50	\$76	\$0	\$59
420	Gutters/Moss				\$2,050	\$700								\$2,750	\$2,747	\$2,046	\$2,046
425	Snow Removal						\$900	\$900						\$1,800	\$546	\$1,775	\$1,501
430	Contractor work				\$1,500				\$300					\$1,800	\$1,770	\$273	\$600
450	Landscaping																
451	Landscaping general	\$2,000												\$2,000	\$3,778	\$298	\$502
455	Groundskeeping	\$2,829	\$2,829	\$2,829	\$2,829	\$2,829	\$2,914	\$2,914	\$2,914	\$2,914	\$2,914	\$2,914	\$2,914	\$34,543	\$33,537	\$32,691	\$32,050
461	Sprinklers parts & rentals	\$120	\$200	\$200						\$200	\$200	\$200	\$120	\$1,240	\$962	\$874	\$827
462	Sprinklers labour	\$115	\$100					\$100	\$200	\$100	\$100	\$100	\$100	\$815	\$628	\$300	\$500
463	Mileage for irrigation	\$40	\$40						\$40			\$40		\$160	\$169	\$114	\$57
500	Utilities																
510	Water	\$565			\$430			\$117		\$117				\$1,229	\$1,231	\$574	\$903
520	BC Hydro	\$140	\$140	\$140	\$140	\$140	\$140	\$140	\$140	\$140	\$140	\$140	\$140	\$1,680	\$1,610	\$1,634	\$1,366
530	Utility Trailer			\$88										\$88	\$84	\$88	\$77
TOTAL Operating Expenses		\$9,664	\$5,289	\$3,787	\$7,429	\$34,124	\$4,614	\$4,526	\$3,804	\$4,249	\$4,035	\$3,944	\$4,911	\$90,376	\$84,516	\$72,730	\$66,305

WASTE WATER TREATMENT PLANT															ACTUALS	ACTUALS	ACTUALS
701	Corewater	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$656	\$7,875	\$7,875	\$7,875	\$7,872
705	Corewater callouts	\$65	\$65	\$65	\$65	\$65	\$65	\$65	\$65	\$65	\$65	\$65	\$65	\$780	\$701	\$1,087	
710	Lab Analysis	\$105	\$355	\$105	\$105	\$355	\$105	\$105	\$355	\$105	\$105	\$355	\$105	\$2,260	\$1,394	\$2,125	\$2,454
720	Collection System	\$500	\$750											\$1,250	\$309	\$115	\$1,022
725	Treatment System											\$1,500		\$1,500	\$113	\$559	\$4,460
730	Disposal													\$0	\$80	\$1,103	\$0
740	Communication/control	\$33	\$33	\$33	\$33	\$33	\$33	\$33	\$33	\$33	\$33	\$33	\$33	\$396	\$358	\$322	\$717
750	Emergency power (generator)		\$210											\$210	\$967	\$1,131	\$228
760	Ministry of Environment			\$203										\$203	\$203	\$203	\$203
765	EOCP (every five years)													\$0	\$0	\$0	\$0
770	Insurance				\$1,200									\$1,200	\$1,008	\$386	
780	WWMP Contingency	\$1,500												\$1,500	\$0		\$498
TOTAL WWTP Expenses		\$2,859	\$2,069	\$1,062	\$859	\$2,309	\$859	\$859	\$1,109	\$859	\$859	\$2,609	\$859	\$17,174	\$12,782	\$14,906	\$17,454

REVENUE														TOTALS	ACTUALS	ACTUALS	ACTUALS
OPERATING FUND INCOME		2021 rates															
201	Monthly Fees	\$6,947	\$7,579	\$7,579	\$7,579	\$7,579	\$7,579	\$7,579	\$7,579	\$7,579	\$7,579	\$7,579	\$7,579	\$90,320	\$74,109	\$71,632	\$71,084
205	Bank interest	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$56	\$112	\$373	\$516
210	Real Estate Form Revenue													\$0	\$70	\$116	\$85
	Previous year surplus	\$0												\$0		\$4,837	
TOTALS		\$6,952	\$7,584	\$7,584	\$7,584	\$7,584	\$7,584	\$7,584	\$7,584	\$7,584	\$7,584	\$7,584	\$7,584	\$90,376	\$74,291	\$76,958	
WWTP INCOME																	
250	WWMP Fees	\$997	\$913	\$913	\$913	\$913	\$913	\$913	\$913	\$913	\$913	\$913	\$913	\$11,035	\$16,241	\$11,967	\$18,000
255	WWMP Bond Interest				\$1,812									\$1,812	\$1,812		\$642
	Previous year surplus	\$4,327												\$4,327			
TOTALS			\$913	\$913	\$2,725	\$913	\$913	\$913	\$913	\$913	\$913	\$913	\$913	\$17,174	\$18,053	\$11,967	\$18,642

CONTINGENCY RESERVE FUND (CRF)														TOTALS	ACTUALS	ACTUALS	ACTUALS
Opening Balance		\$179,020															
Disbursements																	
801	Emergency expenses														\$6,000	\$2,902	
810	Painting (includes carry forward)*	\$30,000											\$22,000	\$52,000		\$18,795	\$38,800
Contributions		2021 rate															
235	CRF Interest	\$2,545	\$2,683	\$2,683	\$2,683	\$2,683	\$2,683	\$2,683	\$2,683	\$2,683	\$2,683	\$2,683	\$2,683	\$32,056			
		\$12	\$12	\$12	\$12	\$812	\$1,412	\$12	\$12	\$112	\$12	\$12	\$12	\$2,444			
TOTALS		\$2,557	\$2,695	\$2,695	\$2,695	\$3,495	\$4,095	\$2,695	\$2,695	\$2,795	\$2,695	\$2,695	\$2,695	\$34,500	\$30,000	\$24,000	\$38,880
CRF Running BALANCE		\$151,577	\$154,272	\$156,967	\$159,661	\$163,156	\$167,251	\$169,946	\$172,641	\$175,436	\$178,130	\$180,825	\$181,520	<--Estimated Closing Balance			

*NOTE: painting in July-August 2021 was not invoiced by July 31, therefore both the cost and the surplus are carried forward.

Lighthouse Landing Estates VIS 5801 Monthly Fees Schedule 2021-2024

Unit No.	Unit Entitlement (Total)	Yearly Strata Fees (Operating)	Yearly Waste Water Treatment Plant (WWTP)	Yearly Contingency Reserve Fund (CRF)	2021-2022 September thru July		August 2021
	(sq. metres)	\$90,320 \$16.74446 Per sq. metre	\$11,035 Yearly Total	\$32,056 Yearly Total	Unit No.	Monthly Fees by Unit	Monthly fees
1	308	\$5,157.29	\$367.83	\$1,068.53	1	\$555.31	\$485.20
2	308	\$5,157.29	\$367.83	\$1,068.53	2	\$555.31	\$485.20
3	155	\$2,595.39	\$367.83	\$1,068.53	3	\$338.39	\$309.51
4	155	\$2,595.39	\$367.83	\$1,068.53	4	\$338.39	\$309.51
5	307	\$5,140.55	\$367.83	\$1,068.53	5	\$553.90	\$484.05
6	154	\$2,578.65	\$367.83	\$1,068.53	6	\$336.97	\$308.36
7	158	\$2,645.62	\$367.83	\$1,068.53	7	\$342.64	\$312.95
8	159	\$2,662.37	\$367.83	\$1,068.53	8	\$344.06	\$314.10
9	169	\$2,829.81	\$367.83	\$1,068.53	9	\$358.24	\$325.59
10	172	\$2,880.05	\$367.83	\$1,068.53	10	\$362.49	\$329.03
11	169	\$2,829.81	\$367.83	\$1,068.53	11	\$358.24	\$325.59
12	172	\$2,880.05	\$367.83	\$1,068.53	12	\$362.49	\$329.03
13	172	\$2,880.05	\$367.83	\$1,068.53	13	\$362.49	\$329.03
14	169	\$2,829.81	\$367.83	\$1,068.53	14	\$358.24	\$325.59
15	162	\$2,712.60	\$367.83	\$1,068.53	15	\$348.31	\$317.55
16	158	\$2,645.62	\$367.83	\$1,068.53	16	\$342.64	\$312.95
17	171	\$2,863.30	\$367.83	\$1,068.53	17	\$361.07	\$327.88
18	173	\$2,896.79	\$367.83	\$1,068.53	18	\$363.91	\$330.18
19	169	\$2,829.81	\$367.83	\$1,068.53	19	\$358.24	\$325.59
20	170	\$2,846.56	\$367.83	\$1,068.53	20	\$359.65	\$326.73
21	159	\$2,662.37	\$367.83	\$1,068.53	21	\$344.06	\$314.10
22	160	\$2,679.11	\$367.83	\$1,068.53	22	\$345.48	\$315.25
23	169	\$2,829.81	\$367.83	\$1,068.53	23	\$358.24	\$325.59
24	172	\$2,880.05	\$367.83	\$1,068.53	24	\$362.49	\$329.03
25	172	\$2,880.05	\$367.83	\$1,068.53	25	\$362.49	\$329.03
26	171	\$2,863.30	\$367.83	\$1,068.53	26	\$361.07	\$327.88
27	160	\$2,679.11	\$367.83	\$1,068.53	27	\$345.48	\$315.25
28	160	\$2,679.11	\$367.83	\$1,068.53	28	\$345.47	\$315.33
29	169	\$2,829.81	\$367.83	\$1,068.53	29	\$358.24	\$325.59
30	172	\$2,880.05	\$367.83	\$1,068.53	30	\$362.49	\$329.03
					\$11,206.45 (Monthly)		\$10,139.70 (Monthly)

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

PROXY SHEET

I, _____, the undersigned OWNER of Strata Lot _____ of The Owners, Strata Plan 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 VIS 5801 to be held at Bowser Legion Hall in Bowser on Tuesday, August 24, 2021, with 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 VIS 5801 approve the following amendment to the Consolidated Bylaw 34 (2) (d) "No guest recreational vehicle parking is permitted within the strata" with the following:

"Visitors to the strata may not park recreational vehicles on the common or limited common property except as permitted by this bylaw. A visitor may park a recreational vehicle in the following locations for a maximum of 72 hours (cumulatively or consecutively) in a 30 day period:

(a) In a driveway; or

(b) If the vehicle cannot fit on a driveway, in the visitor's parking, but only with the written permission of the strata council

Resolution H.1. In Favour _____ Against _____

H.2. BE IT RESOLVED by a majority vote that The Owners, Strata Plan VIS 5801 approve the amendment of the RV Storage rule #4 from:

"The maximum length of any individual unit should be 25' -0", a maximum weight of 9,999 lb., and on parking spaces 6 to 10 only, a maximum height of 54."

To:

"The maximum length of any individual unit should be 9.144m, maximum weight 4535.47kg, and a maximum height of 4.15m."

Resolution H.2. In Favour _____ Against _____

H.3. BE IT RESOLVED by a $\frac{3}{4}$ vote that The Owners, Strata Plan VIS 5801 approve the Indemnity and Alteration Agreement submitted by Unit 8 to install a Trane heat pump.

Resolution H.3. In Favour _____ Against _____

H.4. BE IT RESOLVED by a $\frac{3}{4}$ vote that The Owners, Strata Plan VIS 5801 approve the Indemnity and Alteration Agreement submitted by Unit 29 to replace an exterior window with a door. The work is to be carried out with a building permit and by a WorkSafe BC approved contractor.

Resolution H.4. In Favour _____ Against _____

H.5. BE IT RESOLVED by a majority vote that The Owners, Strata Plan VIS 5801 approve the Indemnity and Alteration Agreement submitted by Unit 21 to add a fenced area and steps down from their deck.

Resolution H.5. In Favour _____ Against _____

H.6. BE IT RESOLVED by a majority vote that The Owners, Strata Plan VIS 5801 approve the Indemnity and Alteration Agreement submitted by Unit 5 to install fire exit stairway off their back deck.

Resolution H.6. In Favour _____ Against _____

L. Elections of Strata Council 2020-21 for the position of Vice Chair / Bylaws Officer.

Vice Chair / Bylaws Officer: Suzanne LaRoy _____ Adrian Johnston _____

SIGNED AT: _____ this _____ day of _____ YEAR _____

Owner's Signature: _____