

MINUTES REGULAR STRATA COUNCIL MEETING

May 01, 2022 Via Zoom



Participants: Gillian Taccogna, Chair; Suzan Chamney, Treasurer; Adrian Johnston, Vice-Chair/Bylaws; Emma Williams, Secretary; Violet Van Hees, Landscaping Officer; Paul Parker, Maintenance Officer.

Absent: Hugh Jackson, WWM

1) Meeting called to order by the Chair at 9:30 AM

2) Adoption of Agenda

Moved: Maintenance - Adopt the Amended Agenda of Regular Strata Council Meeting May 1, 2022 as circulated.

Seconded: Landscaping

Carried: 6 OF 6

3) Approval of Minutes

Moved: Treasurer – Approval of the Minutes of the Regular Strata Council Meeting held March 27, 2022 as circulated.

Seconded: Maintenance

Carried: 6 OF 6

4) Acceptance of Council Member's Reports

Moved: Landscaping - Accept the Council Members' reports, as circulated.

Seconded: Secretary

Carried: 6 OF 6

5) Unfinished Business:

A) Maintenance-

- i) **Unit #15 -Wasps-** Had VI Pest Control out and nest has been removed
- ii) Unit #15- Rodent activity- Had request from VI Pest control to trim back trees between Unit #15 and Unit #16 to deter rodents accessing roofline.
Moving forward, will get a pest control in to set traps and look at trimming trees

6) New Business

A) Chair-

- i) Committee for fencing alterations- Adrian will send out an email establishing parameters around a committee on fencing. Then invite interested strata owners to sit on a committee.
- ii) Questionnaire for direction of community by secret ballot- thank you for the idea Council feels forming a fencing committee takes priority. If there is another item that needs attention, they can approach council with idea for committee.

B) Vice Chair/ By Laws -

- i) Check depreciation report for approval on spending based on the CRF plan?
There are regulations in the Strata Property Act for spending from the CRF. It must be approved by $\frac{3}{4}$ vote in the current year's budget or by special resolution, or if there is an emergency that cannot wait three weeks for an SGM to be called.

- ii) FireSmart rules...ground mulch only, or should fences also be included given we have wood fences next to cement siding?
Rules like this make it easier for strata to get insurance. The goal of council is to move forward with appropriate FireSmart practices. New developments will align with FireSmart practices. We have a webpage on FireSmart practices.
- iii) Electric vehicle charging –
Suzan has secured some example bylaws from the lawyer. Since they do not seem to be controversial, they will be included in the updated Proposed Bylaws which will be sent out to the community shortly.

C) Secretary –

- i) Request and undertaking for Unit #29 (Attached) – (Discussed Last – unit 29 recused himself)
Motion: Landscaping to approve the Request and undertaking for Unit #29, but it still needs to pass at AGM.
Second: Maintenance
Carried 5/5
- ii) Request and Undertaking for Unit #11 (Attached)
Approval granted from council, but until we set comprehensive guidelines, fencing will still need to pass at the AGM. Council recognizes that owners wish to make improvements immediately and will allow it with the understanding that if it does not pass at the AGM, the alteration will have to be removed either by the owner or by council at the owners' expense, therefore we recommend waiting until after the AGM approval to make improvements.

Motion: Chair: to approve the requested and undertaking for unit 11 with the understanding that if not passed will be removed.
Second: Landscaping
Carried: 6/6
- iii) Establish a procedure to follow when council receives emails from owners.
 - 1. If an email is directed to a specific portfolio, that council member will reply, otherwise President or the Secretary will respond. Whomever replies to the email must cc council so that everyone stays informed.
 - 2. Make sure it's brought up at next meeting.
 - 3. Email Owner after meeting of outcome.
- iv) Letter from Unit #11 Regarding honouring past strata members
Will have an item for discussion at the AGM for a plaque for the bench to commemorate passed members of the strata.
- v) Window Cleaning email- Dave has been working on getting quotes for window cleaning. The previous cleaner is no longer doing it in our area. Will send a memo out with pricing.
- vi) Secretary Position
Motion: Vice Chair/ Bylaw- to acknowledge and accept the resignation of Emma as secretary. And accept Tannis as interim Secretary.
Second: Treasurer
Carried: 5/5

D) Treasurer –

i) Monthly Financials (Attached)

Motion: Treasurer: to accept monthly financials as circulated.

Seconded: Secretary

Carried: 6/6

- ii) Budget 2022-23- Suzan will send out expenditures for current year and council will propose budget for next year for perspective portfolios. This will be a big topic at next meeting. Will send back to treasurer prior to next meeting. All budgets must be ready by end of July.

E) Landscaping-

- i) Many thanks to everyone who helped with the tree wood moving and clean-up related to the tree removal by units #28 and #29.
- ii) Grass sand for swampy lawn areas for #16 and #15 -Violet will enquire about this from Island mowing. And will look at the existing drain. There is also swampy lawn areas between Units #20 and #21. Will meet with Emma, Paul, Marilyn and Suzan to discuss.
- iii) Someone has been planting bamboo along the perimeter of the strata property in one area of common property by Unit #22- Landscaping to send a letter out regarding bamboo, advising they need council approval for planting.
- iv) Weeding party for the entrance way- Planning on the first week of May. Paul will move trailer out and will be towed to the dump at the end of the week.
- v) Please check that the green "lids" in the grassy areas are firmly in place (as in, step on them to make sure they are closed firmly), so that they don't get caught in the tractor mower

F) Maintenance –

- i) **Unit #11-** Request for new patio door and blinds- maintenance to investigate and replace as needed
- ii) **Unit#25-** Smoke problem entering their home- Council does not have blueprints, so council will let them know they can speak with registry regarding blueprints and Maintenance to go take a look regarding the problem.

7) Next meeting

June 5, 2022 at 9:30 am via Zoom.

8) Adjourned 10:54am

Strata Reports

Treasurer

Our budget is on track.
We have received Notice of Assessment from the CRA with \$0 owing.
I attended a free webinar on Spending from the CRF, which was quite interesting.
Monthly Financials are attached.

WWMR

Raking, weeding and general Spring cleanup of the gravel filter has been done. Thanks to the help of John, Paulette, and Dave.
Talking again to Core Water today about replacement parts for the out of line rotary valve and they are still on back order. Hope to have them by next week. System operating at normal capacity.

Landscaping

Dale Phillips Tree Service has taken down the hazardous trees between #28 and 29. Dale took away the majority of the wood for us as well, and Violet is arranging with him to come get the last load. Much thanks to everyone who helped with the wood moving and clean-up by units #28 and 29!

Violet will be arranging the spring weeding party for the entranceway soon. (She has been waiting for a few days in a row of warm sunny inspiring weeding weather...!) Island Mowers has asked that we please check that the green lids on things in the grassy areas are firmly in place (as in, step on them to make sure they are closed firmly), so that they don't get caught in the tractor mower.



FINANCIAL REPORT - Balance Sheet - LLE - As of 2022-04-26

(in Canadian Dollars) (Cash Basis)

2022-04-26

Page 1

Account	2022-04-26 Balance
ASSETS	
Cash and Bank Accounts	
CRF Chequing	74,602.16
First Credit Union RV Fund	1,430.79
First CU Membership Shares	38.25
First CU Money Max	13.01
OPERATING Chq	17,597.92
CCCU Member Shares	5.15
Petty Cash	200.00
TOTAL Cash and Bank Accounts	93,887.28
Other Assets	
CRF 003 GIC **7155	0.02
CRF 004 GIC **7171	0.00
CRF 005 GIC **7205	0.00
CRF 006 GIC **7130	22,840.58
CRF 007 GIC **7098	0.00
CRF 008 GIC **8417	46,024.40
CRF 3YR GIC (105)	10,732.58
CRF 5YR GIC (102)	22,068.25
UBCU Septic Bond RESTRICTED	50,000.00
TOTAL Other Assets	151,665.83
TOTAL ASSETS	245,553.11
LIABILITIES & EQUITY	
LIABILITIES	0.00
EQUITY	245,553.11
TOTAL LIABILITIES & EQUITY	245,553.11

CRF report - LLE - As of 2022-04-26

(in Canadian Dollars)

2022-04-26

Page 1

Account	2022-04-26 Balance
Bank Accounts	
CRF Chequing	74,602.16
TOTAL Bank Accounts	74,602.16
Asset Accounts	
CRF 003 GIC **7155	0.02
CRF 004 GIC **7171	0.00
CRF 005 GIC **7205	0.00
CRF 006 GIC **7130	22,840.58
CRF 007 GIC **7098	0.00
CRF 008 GIC **8417	46,024.40
CRF 3YR GIC (105)	10,732.58
CRF 5YR GIC (102)	22,068.25
TOTAL Asset Accounts	101,665.83
OVERALL TOTAL	176,267.99

Cheques written - LLE - Last month

2022-03-01 through 2022-03-31 (in Canadian Dollars) (Cash Basis)

2022-04-26

Page 1

Date	Category	Memo	Amount
EXPENSES			-5,870.95
Core Water Management Ltd			-1,132.62
2022-03-09	--Split--	Invoice # 1934	-1,132.62
Iritex			-344.93
2022-03-26	450 LANDSCAPING 8960:461 Sp...	Invoice #IN270378	-344.93
Island Mowers			-2,913.94
2022-03-01	450 LANDSCAPING 8960:451 La...	Monthly Landscaping payment	-2,913.94
Pre Auth Owners			-36.07
2022-03-31	700 WWM (Septic) 9220:740 Com...	190315034210THE OWNERS TELU...	-36.07
Pre Auth Strata			-141.00
2022-03-17	500 UTILITIES 9220:520 BC Hydro	Pre-Auth Debit STRATA PLAN VI...	-141.00
Ron LaRoy			-74.50
2022-03-26	--Split--	Sprinkler system March	-74.50
Roto-Rooter Plumbers			-754.69
2022-03-09	400 MAINTENANCE 8960:430 Co...	Invoice # 33293014	-754.69
Suzanne LaRoy			-242.29
2022-03-09	--Split--	Dogwood tree for Bob Mathieson	-242.29
TELUS			-35.91
2022-03-03	700 WWM (Septic) 9220:740 Com...	Pre-Auth Debit THE OWNERS Tel...	-35.91
Vancouver Island Strata Owners Association			-195.00
2022-03-26	310 ADMIN 9284:330 VISOA	Annual dues	-195.00
OVERALL TOT...			-5,870.95

Budget LLE - Year to Date

2021-08-01 through 2022-04-26 Using LLE 2021-22 (in Canadian Dollars)

2022-04-26

Page 1

Category	Actual	2021 August Budget	Difference	Actual
EXPENSES	17,939.94	42,548.25	24,608.31	5,964.80
310 ADMIN 9284	437.98	3,735.00	3,297.02	585.16
315 Bank Charges	57.98	55.00	-2.98	59.48
320 Office expenses	0.00	0.00	0.00	0.00
323 Depreciation Report	0.00	0.00	0.00	0.00
330 VISOA	0.00	0.00	0.00	0.00
335 Honorariums	280.00	280.00	0.00	280.00
340 General Operating	100.00	400.00	300.00	245.68
345 Operating Contingency	0.00	3,000.00	3,000.00	0.00
350 INSURANCE 8690	0.00	0.00	0.00	0.00
400 MAINTENANCE 8960	344.89	145.00	-199.89	0.00
405 Maintenance General	0.00	25.00	25.00	0.00
410 Repairs Parts	19.89	80.00	60.11	0.00
415 Maint. Labour	0.00	40.00	40.00	0.00
417 Mileage for maintenance	0.00	0.00	0.00	0.00
420 Gutters & Moss	0.00	0.00	0.00	0.00
425 Snow Removal	0.00	0.00	0.00	0.00
430 Contractor work	325.00	0.00	-325.00	0.00
450 LANDSCAPING 8960	2,829.05	5,104.00	2,274.95	2,929.05
451 Landscaping general	0.00	2,000.00	2,000.00	0.00
455 Groundskeeping	2,829.05	2,829.00	-0.05	2,829.05
461 Sprinkler parts & rentals	0.00	120.00	120.00	0.00
462 Sprinklers labour	0.00	115.00	115.00	100.00
463 Mileage for Irrigation	0.00	40.00	40.00	0.00
500 UTILITIES 9220	892.39	705.00	-187.39	133.00
510 Water	763.39	565.00	-198.39	0.00
520 BC Hydro	133.00	140.00	7.00	133.00
530 Utility Trailer	-4.00	0.00	4.00	0.00
700 WWM (Septic) 9220	835.63	2,859.25	2,023.62	2,317.59
701 Core Water	656.25	656.25	0.00	656.25
705 Core Water callouts	0.00	65.00	65.00	0.00
710 Lab Analysis	107.52	105.00	-2.52	0.00
720 Collection System	0.00	500.00	500.00	0.00
725 Treatment System	0.00	0.00	0.00	1,661.34
730 Disposal	0.00	0.00	0.00	0.00
740 Communication & Control	71.86	33.00	-38.86	0.00
750 Emergency power (generator)	0.00	0.00	0.00	0.00
760 Ministry of Environment	0.00	0.00	0.00	0.00
765 EOCP (every three years)	0.00	0.00	0.00	0.00
770 Insurance	0.00	0.00	0.00	0.00
780 WWTP Contingency	0.00	1,500.00	1,500.00	0.00
800 CRF Disbursements 8961	12,600.00	30,000.00	17,400.00	0.00
801 Emergency	0.00	0.00	0.00	0.00
810 Painting	12,600.00	30,000.00	17,400.00	0.00
Net Difference:	-17,939.94	-42,548.25	24,608.31	-5,964.80

Budget LLE - Year to Date

2021-08-01 through 2022-04-26 Using LLE 2021-22 (in Canadian Dollars)

2022-04-26

Page 2

Category	2021 September Budget	Difference	Actual	2021 October Budget
EXPENSES	6,033.25	68.45	22,304.00	4,849.25
310 ADMIN 9284	535.00	-50.16	364.83	360.00
315 Bank Charges	55.00	-4.48	60.98	55.00
320 Office expenses	0.00	0.00	23.85	25.00
323 Depreciation Report	0.00	0.00	0.00	0.00
330 VISOA	0.00	0.00	0.00	0.00
335 Honorariums	280.00	0.00	280.00	280.00
340 General Operating	200.00	-45.68	0.00	0.00
345 Operating Contingency	0.00	0.00	0.00	0.00
350 INSURANCE 8690	0.00	0.00	0.00	0.00
400 MAINTENANCE 8960	120.00	120.00	1,058.18	170.00
405 Maintenance General	0.00	0.00	87.14	0.00
410 Repairs Parts	80.00	80.00	819.84	80.00
415 Maint. Labour	40.00	40.00	0.00	40.00
417 Mileage for maintenance	0.00	0.00	0.00	50.00
420 Gutters & Moss	0.00	0.00	0.00	0.00
425 Snow Removal	0.00	0.00	0.00	0.00
430 Contractor work	0.00	0.00	151.20	0.00
450 LANDSCAPING 8960	3,169.00	239.95	3,093.53	3,029.00
451 Landscaping general	0.00	0.00	0.00	0.00
455 Groundskeeping	2,829.00	-0.05	2,829.05	2,829.00
461 Sprinkler parts & rentals	200.00	200.00	224.88	200.00
462 Sprinklers labour	100.00	0.00	0.00	0.00
463 Mileage for Irrigation	40.00	40.00	39.60	0.00
500 UTILITIES 9220	140.00	7.00	216.24	228.00
510 Water	0.00	0.00	0.00	0.00
520 BC Hydro	140.00	7.00	132.24	140.00
530 Utility Trailer	0.00	0.00	84.00	88.00
700 WWM (Septic) 9220	2,069.25	-248.34	1,191.22	1,062.25
701 Core Water	656.25	0.00	656.25	656.25
705 Core Water callouts	65.00	65.00	0.00	65.00
710 Lab Analysis	355.00	355.00	257.25	105.00
720 Collection System	750.00	750.00	38.39	0.00
725 Treatment System	0.00	-1,661.34	0.00	0.00
730 Disposal	0.00	0.00	0.00	0.00
740 Communication & Control	33.00	33.00	35.93	33.00
750 Emergency power (generator)	210.00	210.00	0.00	0.00
760 Ministry of Environment	0.00	0.00	203.40	203.00
765 EOCP (every three years)	0.00	0.00	0.00	0.00
770 Insurance	0.00	0.00	0.00	0.00
780 WWTP Contingency	0.00	0.00	0.00	0.00
800 CRF Disbursements 8961	0.00	0.00	16,380.00	0.00
801 Emergency	0.00	0.00	0.00	0.00
810 Painting	0.00	0.00	16,380.00	0.00
Net Difference:	-6,033.25	68.45	-22,304.00	-4,849.25

Budget LLE - Year to Date

2021-08-01 through 2022-04-26 Using LLE 2021-22 (in Canadian Dollars)

2022-04-26

Page 3

Category	Difference	Actual	2021 November Budget	Difference
EXPENSES	-17,454.75	38,757.56	8,288.25	-30,469.31
310 ADMIN 9284	-4.83	339.48	360.00	20.52
315 Bank Charges	-5.98	59.48	55.00	-4.48
320 Office expenses	1.15	0.00	25.00	25.00
323 Depreciation Report	0.00	0.00	0.00	0.00
330 VISOA	0.00	0.00	0.00	0.00
335 Honorariums	0.00	280.00	280.00	0.00
340 General Operating	0.00	0.00	0.00	0.00
345 Operating Contingency	0.00	0.00	0.00	0.00
350 INSURANCE 8690	0.00	29,986.00	0.00	-29,986.00
400 MAINTENANCE 8960	-888.18	2,229.01	3,670.00	1,440.99
405 Maintenance General	-87.14	0.00	0.00	0.00
410 Repairs Parts	-739.84	183.51	80.00	-103.51
415 Maint. Labour	40.00	0.00	40.00	40.00
417 Mileage for maintenance	50.00	0.00	0.00	0.00
420 Gutters & Moss	0.00	2,045.50	2,050.00	4.50
425 Snow Removal	0.00	0.00	0.00	0.00
430 Contractor work	-151.20	0.00	1,500.00	1,500.00
450 LANDSCAPING 8960	-64.53	2,829.05	2,829.00	-0.05
451 Landscaping general	0.00	0.00	0.00	0.00
455 Groundskeeping	-0.05	2,829.05	2,829.00	-0.05
461 Sprinkler parts & rentals	-24.88	0.00	0.00	0.00
462 Sprinklers labour	0.00	0.00	0.00	0.00
463 Mileage for Irrigation	-39.60	0.00	0.00	0.00
500 UTILITIES 9220	11.76	800.60	570.00	-230.60
510 Water	0.00	667.60	430.00	-237.60
520 BC Hydro	7.76	133.00	140.00	7.00
530 Utility Trailer	4.00	0.00	0.00	0.00
700 WWM (Septic) 9220	-128.97	2,573.42	859.25	-1,714.17
701 Core Water	0.00	656.25	656.25	0.00
705 Core Water callouts	65.00	648.73	65.00	-583.73
710 Lab Analysis	-152.25	107.52	105.00	-2.52
720 Collection System	-38.39	41.99	0.00	-41.99
725 Treatment System	0.00	0.00	0.00	0.00
730 Disposal	0.00	0.00	0.00	0.00
740 Communication & Control	-2.93	35.93	33.00	-2.93
750 Emergency power (generator)	0.00	0.00	0.00	0.00
760 Ministry of Environment	-0.40	0.00	0.00	0.00
765 EOCP (every three years)	0.00	0.00	0.00	0.00
770 Insurance	0.00	1,083.00	0.00	-1,083.00
780 WWTP Contingency	0.00	0.00	0.00	0.00
800 CRF Disbursements 8961	-16,380.00	0.00	0.00	0.00
801 Emergency	0.00	0.00	0.00	0.00
810 Painting	-16,380.00	0.00	0.00	0.00
Net Difference:	-17,454.75	-38,757.56	-8,288.25	-30,469.31

Budget LLE - Year to Date

2021-08-01 through 2022-04-26 Using LLE 2021-22 (in Canadian Dollars)

2022-04-26

Page 4

Category	Actual	2021 December Budget	Difference	Actual
EXPENSES	4,301.01	36,433.25	32,132.24	6,142.61
310 ADMIN 9284	374.88	335.00	-39.88	336.48
315 Bank Charges	54.98	55.00	0.02	56.48
320 Office expenses	0.00	0.00	0.00	0.00
323 Depreciation Report	0.00	0.00	0.00	0.00
330 VISOA	0.00	0.00	0.00	0.00
335 Honorariums	280.00	280.00	0.00	280.00
340 General Operating	39.90	0.00	-39.90	0.00
345 Operating Contingency	0.00	0.00	0.00	0.00
350 INSURANCE 8690	0.00	30,000.00	30,000.00	0.00
400 MAINTENANCE 8960	16.73	820.00	803.27	1,653.75
405 Maintenance General	0.00	0.00	0.00	0.00
410 Repairs Parts	16.73	80.00	63.27	0.00
415 Maint. Labour	0.00	40.00	40.00	0.00
417 Mileage for maintenance	0.00	0.00	0.00	0.00
420 Gutters & Moss	0.00	700.00	700.00	0.00
425 Snow Removal	0.00	0.00	0.00	1,653.75
430 Contractor work	0.00	0.00	0.00	0.00
450 LANDSCAPING 8960	2,829.05	2,829.00	-0.05	2,913.94
451 Landscaping general	0.00	0.00	0.00	0.00
455 Groundskeeping	2,829.05	2,829.00	-0.05	2,913.94
461 Sprinkler parts & rentals	0.00	0.00	0.00	0.00
462 Sprinklers labour	0.00	0.00	0.00	0.00
463 Mileage for Irrigation	0.00	0.00	0.00	0.00
500 UTILITIES 9220	133.00	140.00	7.00	133.00
510 Water	0.00	0.00	0.00	0.00
520 BC Hydro	133.00	140.00	7.00	133.00
530 Utility Trailer	0.00	0.00	0.00	0.00
700 WWM (Septic) 9220	947.35	2,309.25	1,361.90	1,105.44
701 Core Water	656.25	656.25	0.00	656.25
705 Core Water callouts	0.00	65.00	65.00	0.00
710 Lab Analysis	219.24	355.00	135.76	413.28
720 Collection System	0.00	0.00	0.00	0.00
725 Treatment System	0.00	0.00	0.00	0.00
730 Disposal	0.00	0.00	0.00	0.00
740 Communication & Control	71.86	33.00	-38.86	35.91
750 Emergency power (generator)	0.00	0.00	0.00	0.00
760 Ministry of Environment	0.00	0.00	0.00	0.00
765 EOCP (every three years)	0.00	0.00	0.00	0.00
770 Insurance	0.00	1,200.00	1,200.00	0.00
780 WWTP Contingency	0.00	0.00	0.00	0.00
800 CRF Disbursements 8961	0.00	0.00	0.00	0.00
801 Emergency	0.00	0.00	0.00	0.00
810 Painting	0.00	0.00	0.00	0.00
Net Difference:	-4,301.01	-36,433.25	32,132.24	-6,142.61

Budget LLE - Year to Date

2021-08-01 through 2022-04-26 Using LLE 2021-22 (in Canadian Dollars)

2022-04-26

Page 5

Category	2022 January Budget	Difference	Actual	2022 February Budget
EXPENSES	5,473.25	-669.36	4,831.63	5,385.25
310 ADMIN 9284	540.00	203.52	791.24	335.00
315 Bank Charges	55.00	-1.48	56.48	55.00
320 Office expenses	205.00	205.00	224.00	0.00
323 Depreciation Report	0.00	0.00	0.00	0.00
330 VISOA	0.00	0.00	0.00	0.00
335 Honorariums	280.00	0.00	280.00	280.00
340 General Operating	0.00	0.00	230.76	0.00
345 Operating Contingency	0.00	0.00	0.00	0.00
350 INSURANCE 8690	0.00	0.00	0.00	0.00
400 MAINTENANCE 8960	1,020.00	-633.75	0.00	1,020.00
405 Maintenance General	0.00	0.00	0.00	0.00
410 Repairs Parts	80.00	80.00	0.00	80.00
415 Maint. Labour	40.00	40.00	0.00	40.00
417 Mileage for maintenance	0.00	0.00	0.00	0.00
420 Gutters & Moss	0.00	0.00	0.00	0.00
425 Snow Removal	900.00	-753.75	0.00	900.00
430 Contractor work	0.00	0.00	0.00	0.00
450 LANDSCAPING 8960	2,914.00	0.06	2,931.96	2,914.00
451 Landscaping general	0.00	0.00	0.00	0.00
455 Groundskeeping	2,914.00	0.06	2,913.94	2,914.00
461 Sprinkler parts & rentals	0.00	0.00	18.02	0.00
462 Sprinklers labour	0.00	0.00	0.00	0.00
463 Mileage for Irrigation	0.00	0.00	0.00	0.00
500 UTILITIES 9220	140.00	7.00	268.00	257.00
510 Water	0.00	0.00	135.00	117.00
520 BC Hydro	140.00	7.00	133.00	140.00
530 Utility Trailer	0.00	0.00	0.00	0.00
700 WWM (Septic) 9220	859.25	-246.19	840.43	859.25
701 Core Water	656.25	0.00	656.25	656.25
705 Core Water callouts	65.00	65.00	184.18	65.00
710 Lab Analysis	105.00	-308.28	0.00	105.00
720 Collection System	0.00	0.00	0.00	0.00
725 Treatment System	0.00	0.00	0.00	0.00
730 Disposal	0.00	0.00	0.00	0.00
740 Communication & Control	33.00	-2.91	0.00	33.00
750 Emergency power (generator)	0.00	0.00	0.00	0.00
760 Ministry of Environment	0.00	0.00	0.00	0.00
765 EOCP (every three years)	0.00	0.00	0.00	0.00
770 Insurance	0.00	0.00	0.00	0.00
780 WWTP Contingency	0.00	0.00	0.00	0.00
800 CRF Disbursements 8961	0.00	0.00	0.00	0.00
801 Emergency	0.00	0.00	0.00	0.00
810 Painting	0.00	0.00	0.00	0.00
Net Difference:	-5,473.25	-669.36	-4,831.63	-5,385.25

Budget LLE - Year to Date

2021-08-01 through 2022-04-26 Using LLE 2021-22 (in Canadian Dollars)

2022-04-26

Page 6

Category	Difference	Actual	2022 March Budget	Difference
EXPENSES	553.62	6,207.43	4,913.25	-1,294.18
310 ADMIN 9284	-456.24	733.07	530.00	-203.07
315 Bank Charges	-1.48	56.48	55.00	-1.48
320 Office expenses	-224.00	0.00	0.00	0.00
323 Depreciation Report	0.00	0.00	0.00	0.00
330 VISOA	0.00	195.00	195.00	0.00
335 Honorariums	0.00	280.00	280.00	0.00
340 General Operating	-230.76	201.59	0.00	-201.59
345 Operating Contingency	0.00	0.00	0.00	0.00
350 INSURANCE 8690	0.00	0.00	0.00	0.00
400 MAINTENANCE 8960	1,020.00	754.69	120.00	-634.69
405 Maintenance General	0.00	0.00	0.00	0.00
410 Repairs Parts	80.00	0.00	80.00	80.00
415 Maint. Labour	40.00	0.00	40.00	40.00
417 Mileage for maintenance	0.00	0.00	0.00	0.00
420 Gutters & Moss	0.00	0.00	0.00	0.00
425 Snow Removal	900.00	0.00	0.00	0.00
430 Contractor work	0.00	754.69	0.00	-754.69
450 LANDSCAPING 8960	-17.96	3,374.07	3,014.00	-360.07
451 Landscaping general	0.00	0.00	0.00	0.00
455 Groundskeeping	0.06	2,913.94	2,914.00	0.06
461 Sprinkler parts & rentals	-18.02	344.93	0.00	-344.93
462 Sprinklers labour	0.00	25.00	100.00	75.00
463 Mileage for Irrigation	0.00	90.20	0.00	-90.20
500 UTILITIES 9220	-11.00	141.00	140.00	-1.00
510 Water	-18.00	0.00	0.00	0.00
520 BC Hydro	7.00	141.00	140.00	-1.00
530 Utility Trailer	0.00	0.00	0.00	0.00
700 WWM (Septic) 9220	18.82	1,204.60	1,109.25	-95.35
701 Core Water	0.00	656.25	656.25	0.00
705 Core Water callouts	-119.18	292.69	65.00	-227.69
710 Lab Analysis	105.00	0.00	355.00	355.00
720 Collection System	0.00	0.00	0.00	0.00
725 Treatment System	0.00	183.68	0.00	-183.68
730 Disposal	0.00	0.00	0.00	0.00
740 Communication & Control	33.00	71.98	33.00	-38.98
750 Emergency power (generator)	0.00	0.00	0.00	0.00
760 Ministry of Environment	0.00	0.00	0.00	0.00
765 EOCP (every three years)	0.00	0.00	0.00	0.00
770 Insurance	0.00	0.00	0.00	0.00
780 WWTP Contingency	0.00	0.00	0.00	0.00
800 CRF Disbursements 8961	0.00	0.00	0.00	0.00
801 Emergency	0.00	0.00	0.00	0.00
810 Painting	0.00	0.00	0.00	0.00
Net Difference:	553.62	-6,207.43	-4,913.25	-1,294.18

Budget LLE - Year to Date

2021-08-01 through 2022-04-26 Using LLE 2021-22 (in Canadian Dollars)

2022-04-26

Page 7

Category	Actual	2022 April Budget	Difference	2021-08-01 Actual
EXPENSES	7,243.26	4,427.14	-2,816.12	113,692.24
310 ADMIN 9284	2,744.98	290.33	-2,454.65	6,708.10
315 Bank Charges	54.98	47.67	-7.31	517.32
320 Office expenses	0.00	0.00	0.00	247.85
323 Depreciation Report	0.00	0.00	0.00	0.00
330 VISOA	0.00	0.00	0.00	195.00
335 Honorariums	280.00	242.67	-37.33	2,520.00
340 General Operating	100.00	0.00	-100.00	917.93
345 Operating Contingency	2,310.00	0.00	-2,310.00	2,310.00
350 INSURANCE 8690	0.00	0.00	0.00	29,986.00
400 MAINTENANCE 8960	0.00	364.00	364.00	6,057.25
405 Maintenance General	0.00	0.00	0.00	87.14
410 Repairs Parts	0.00	69.33	69.33	1,039.97
415 Maint. Labour	0.00	34.67	34.67	0.00
417 Mileage for maintenance	0.00	0.00	0.00	0.00
420 Gutters & Moss	0.00	0.00	0.00	2,045.50
425 Snow Removal	0.00	0.00	0.00	1,653.75
430 Contractor work	0.00	260.00	260.00	1,230.89
450 LANDSCAPING 8960	2,913.94	2,906.80	-7.14	26,643.64
451 Landscaping general	0.00	0.00	0.00	0.00
455 Groundskeeping	2,913.94	2,525.47	-388.47	25,801.01
461 Sprinkler parts & rentals	0.00	173.33	173.33	587.83
462 Sprinklers labour	0.00	173.33	173.33	125.00
463 Mileage for Irrigation	0.00	34.67	34.67	129.80
500 UTILITIES 9220	141.00	121.33	-19.67	2,858.23
510 Water	0.00	0.00	0.00	1,565.99
520 BC Hydro	141.00	121.33	-19.67	1,212.24
530 Utility Trailer	0.00	0.00	0.00	80.00
700 WWM (Septic) 9220	1,443.34	744.68	-698.66	12,459.02
701 Core Water	656.25	568.75	-87.50	5,906.25
705 Core Water callouts	559.28	56.33	-502.95	1,684.88
710 Lab Analysis	115.82	91.00	-24.82	1,220.63
720 Collection System	0.00	0.00	0.00	80.38
725 Treatment System	111.99	0.00	-111.99	1,957.01
730 Disposal	0.00	0.00	0.00	0.00
740 Communication & Control	0.00	28.60	28.60	323.47
750 Emergency power (generator)	0.00	0.00	0.00	0.00
760 Ministry of Environment	0.00	0.00	0.00	203.40
765 EOCP (every three years)	0.00	0.00	0.00	0.00
770 Insurance	0.00	0.00	0.00	1,083.00
780 WWTP Contingency	0.00	0.00	0.00	0.00
800 CRF Disbursements 8961	0.00	0.00	0.00	28,980.00
801 Emergency	0.00	0.00	0.00	0.00
810 Painting	0.00	0.00	0.00	28,980.00
Net Difference:	-7,243.26	-4,427.14	-2,816.12	-113,692.24

Budget LLE - Year to Date

2021-08-01 through 2022-04-26 Using LLE 2021-22 (in Canadian Dollars)

2022-04-26

Page 8

Category	- Budget	2022-04-26 Difference
EXPENSES	118,351.14	4,658.90
310 ADMIN 9284	7,020.33	312.23
315 Bank Charges	487.67	-29.65
320 Office expenses	255.00	7.15
323 Depreciation Report	0.00	0.00
330 VISOA	195.00	0.00
335 Honorariums	2,482.67	-37.33
340 General Operating	600.00	-317.93
345 Operating Contingency	3,000.00	690.00
350 INSURANCE 8690	30,000.00	14.00
400 MAINTENANCE 8960	7,449.00	1,391.75
405 Maintenance General	25.00	-62.14
410 Repairs Parts	709.33	-330.64
415 Maint. Labour	354.67	354.67
417 Mileage for maintenance	50.00	50.00
420 Gutters & Moss	2,750.00	704.50
425 Snow Removal	1,800.00	146.25
430 Contractor work	1,760.00	529.11
450 LANDSCAPING 8960	28,708.80	2,065.16
451 Landscaping general	2,000.00	2,000.00
455 Groundskeeping	25,412.47	-388.54
461 Sprinkler parts & rentals	693.33	105.50
462 Sprinklers labour	488.33	363.33
463 Mileage for Irrigation	114.67	-15.13
500 UTILITIES 9220	2,441.33	-416.90
510 Water	1,112.00	-453.99
520 BC Hydro	1,241.33	29.09
530 Utility Trailer	88.00	8.00
700 WWM (Septic) 9220	12,731.68	272.66
701 Core Water	5,818.75	-87.50
705 Core Water callouts	576.33	-1,108.55
710 Lab Analysis	1,681.00	460.37
720 Collection System	1,250.00	1,169.62
725 Treatment System	0.00	-1,957.01
730 Disposal	0.00	0.00
740 Communication & Control	292.60	-30.87
750 Emergency power (generator)	210.00	210.00
760 Ministry of Environment	203.00	-0.40
765 EOCP (every three years)	0.00	0.00
770 Insurance	1,200.00	117.00
780 WWTP Contingency	1,500.00	1,500.00
800 CRF Disbursements 8961	30,000.00	1,020.00
801 Emergency	0.00	0.00
810 Painting	30,000.00	1,020.00
Net Difference:	-118,351.14	4,658.90

**THE OWNERS STRATA PLAN NO. VIS 5801
REQUEST AND UNDERTAKING (1)**

I request the permission of the Strata Council of The Owners Strata Plan No. VIS 5801 to install the following on the Common Property:

- FENCED DOG RUN - Revised
 - FENCED AREA WITH PERIMETER FOR MOWING AND WALKERS TO GET AROUND
 - SEE ATTACHED DIAGRAM.
 - WE REQUEST FROM COUNCIL THE APPROVAL TO GO AHEAD WITH BUILDING THIS MAY, BASED ON OF COURSE REMOVAL IF DEFEATED AT AGM.
- THANKS

(Describe proposed installation with details of location and with sketch plan if appropriate)

If the Strata Council grants me permission, I agree to make the installation at my expense and at my risk. I agree to bear the cost of any additional insurance premium if any is charged to The Owners Strata Plan No. VIS 5801 by reason of the presence of this installation.

I save The Owners Strata Plan No. VIS 5801 harmless from any claim or damage which may be given or caused others by reason of this installation, or by reason of The Owners Strata Plan No. VIS 5801 incurring costs of any maintenance or removal of the installation which may be required but which I fail to perform.

The Strata Council may deliver any notice signifying its pleasure by delivery of a written notice to my Strata Home, and I agree to comply with the Strata Council's requirement within 7 days of delivery of the notice, after which date the Strata Council may act without further notice to me, at my cost.

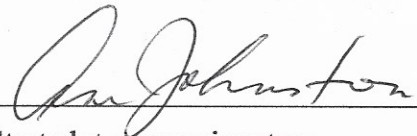
I will see The Owners Strata Plan No. VIS 5801 paid in that respect upon its invoice to me, including its cost of restoring the Common Property if the installation is removed.

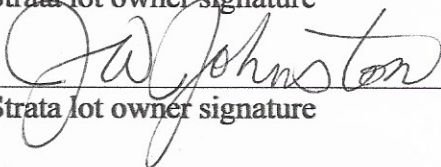
I understand that this installation is entirely at the pleasure of the Strata Council and I agree to maintain and remove the installation, and restore the Common Property, if removed, all as may be specified by the Strata Council, and pursuant to my indemnity.

This undertaking is an indemnity which is both personal and real, and as such it is binding on me and my Estate, and on any subsequent owner of this Strata Home, and to that end the Strata Council may cause a caveat to be Registered against Title to the Strata Home.

Date: Apr. 13/22

Strata Lot/Unit # 29


Strata lot owner signature


Strata lot owner signature

**VIS 5801 Request and Undertaking
Neighbour Agreement & Council Approval Form (2)**

THE OWNERS, STRATA PLAN NO. VIS 5801 at 5300 Gainsberg Road Bowser, BC V0R 1G0

The neighbours listed below agree to the **TEMPORARY** changes to Common Property as proposed by:

Owner Signature(s): *A. Johnston / J. Walker Johnston* UNIT *29*
Owner Printed Name(s): *A. Johnston J. Walker Johnston*

That change being (fully describe and attach diagram):

FORCED Dog Run - see diagram

Neighbour Agreement Signature(s): *A. Taccogna*

Print Unit & Neighbour Name *#28 G. Taccogna* Date: *April 14, 2022*

Neighbour Agreement Signature(s): *S. Dorevill*

Print Unit & Neighbour Name *#30 - S. Dorevill* Date: *April 14/22*
S. KONOV

Neighbour Agreement Signature(s): _____

Print Unit & Neighbour Name _____ Date: _____

Neighbour Agreement Signature(s): _____

Print Unit & Neighbour Name _____ Date: _____

APPROVED BY:

Strata Council Member _____ Date: _____

Title: _____

Strata Council Member _____ Date: _____

Title: _____

The Strata Council's permission as per the Request and Undertaking Form (1) dated: _____ is granted/refused on the following condition(s): _____

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Unit#: 29

PASSED BY RESOLUTION OF A ¾ VOTE AUGUST 21, 2017

ADDITIONAL LIMITED COMMON PROPERTY STRATA VIS5801 **STRATA LOTS 29 AND 30**

Legend :
 Limited Common Property = L.C.P.
 Strata Lot = S.L.

FENCED AREA
 ≈ 480 ft²

Area=3.56m
 L.C.P. S.L.29

Area=2.51m
 L.C.P. S.L.29



Additional Limited Common Property Shown Thus

**THE OWNERS STRATA PLAN NO. VIS 5801
REQUEST AND UNDERTAKING (1)**

I request the permission of the Strata Council of The Owners Strata Plan No. VIS 5801 to install the following on the Common Property:

*FRONT PATIO WHICH HAS SMALL WALL SURROUNDING IT.
TO REMOVE EXISTING PLANTS AND REPLACE WITH 4' LATTICE
FENCE AS PER DRAWING. 18" LEFT BETWEEN WALL & FENCE*

(Describe proposed installation with details of location and with sketch plan if appropriate)

If the Strata Council grants me permission, I agree to make the installation at my expense and at my risk. I agree to bear the cost of any additional insurance premium if any is charged to The Owners Strata Plan No. VIS 5801 by reason of the presence of this installation.

I save The Owners Strata Plan No. VIS 5801 harmless from any claim or damage which may be given or caused others by reason of this installation, or by reason of The Owners Strata Plan No. VIS 5801 incurring costs of any maintenance or removal of the installation which may be required but which I fail to perform.

The Strata Council may deliver any notice signifying its pleasure by delivery of a written notice to my Strata Home, and I agree to comply with the Strata Council's requirement within 7 days of delivery of the notice, after which date the Strata Council may act without further notice to me, at my cost.

I will see The Owners Strata Plan No. VIS 5801 paid in that respect upon its invoice to me, including its cost of restoring the Common Property if the installation is removed.

I understand that this installation is entirely at the pleasure of the Strata Council and I agree to maintain and remove the installation, and restore the Common Property, if removed, all as may be specified by the Strata Council, and pursuant to my indemnity.

This undertaking is an indemnity which is both personal and real, and as such it is binding on me and my Estate, and on any subsequent owner of this Strata Home, and to that end the Strata Council may cause a caveat to be Registered against Title to the Strata Home.

Date: 21ST APRIL 2022

Strata Lot/Unit # 11

M. McEligan

Strata lot owner signature

H. Murray

Strata lot owner signature

**VIS 5801 Request and Undertaking
Neighbour Agreement & Council Approval Form (2)**

THE OWNERS, STRATA PLAN NO. VIS 5801 at 5300 Gainsberg Road Bowser, BC V0R 1G0

The neighbours listed below agree to the **TEMPORARY** changes to Common Property as proposed by:

Owner Signature(s): M Milligan UNIT 11

Owner Printed Name(s): MARGARET HILLIGAN

That change being (fully describe and attach diagram):

AS I DONT HAVE ANY NEIGHBOURS
THAT LOOK UPON THIS AREA. THEREFOR I HAVE
NO SIGNATURES.

Neighbour Agreement Signature(s): _____

Print Unit & Neighbour Name _____ Date: _____

Neighbour Agreement Signature(s): _____

Print Unit & Neighbour Name _____ Date: _____

Neighbour Agreement Signature(s): _____

Print Unit & Neighbour Name _____ Date: _____

Neighbour Agreement Signature(s): _____

Print Unit & Neighbour Name _____ Date: _____

APPROVED BY:

Strata Council Member _____ Date: _____

Title: _____

Strata Council Member _____ Date: _____

Title: _____

The Strata Council's permission as per the Request and Undertaking Form (1) dated:

_____ is granted/refused on the following condition(s):

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.Date: _____ Unit#: 11

Strata Council Member Signature



LIGHTHOUSE LANDING ESTATES

5300 Gainsberg Rd, Deep Bay, B.C. | www.vis5801.ca

Undertaking Drawing for B-2 reverse plans

Unit # 11

Date: 21 April 2022

