

MINUTES REGULAR STRATA COUNCIL MEETING

June 5, 2022 via Zoom



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

Regrets: Hugh Jackson, WWM

A. Meeting called to order by the Chair at 9:30

B. Approval of Agenda

MOTION: (Treasurer) To adopt the Agenda of Strata Council Meeting June 5, 2022, as circulated.
SECONDED (Landscaping)
CARRIED 5 of 5

C. Approval of Minutes

MOTION: (Secretary) To approve the Minutes of Strata Council Meeting held May 1, 2022, as circulated.
SECONDED (Landscaping)
CARRIED 5 of 5

D. Acceptance of Reports

MOVED: (Landscaping) To accept the reports and financial statements from the Strata Council members as circulated.
SECONDED (Maintenance)
CARRIED 5 of 5

Vice-Chair/Bylaws joined meeting at 9:37

E. Unfinished Business

E.1. (Finance) Reviewed and discussed the 2022-2023 budget. Budget is now ready for the AGM

It was suggested that the Depreciation Report, which, according to the Strata Property Act, is due in June 2023 should be postponed until November 2023 to bring it in sync with the insurance policy renewal date. Council agreed, therefore this proposal will be put to a vote at the AGM.

E.2. (Bylaws) Fencing Enclosure Rules draft was reviewed and amended by council.

MOTION: (Secretary) To adopt the proposed Fencing Enclosure Rules as amended.

SECONDED (Vice Chair/Bylaws)

CARRIED 6 of 6

Note that the rules come into effect immediately but will have to be ratified at the AGM.

(Bylaws) Since no feedback has been received from owners on the latest submission of the proposed bylaws, the new bylaws are now ready for submission to the owners at the AGM. If approved the bylaws will be submitted to the lawyer who will have them registered at the land titles office. Council is currently working on rules, policies, and forms for the AGM.

E.3 (Maintenance) Sundecks: A contractor has been selected, the price is approximately half of the other quotations submitted, carries the same 15-year pro-rated warranty but has an additional bonus of a 5-year labour warranty and uses a thicker 8mm vinyl. Depending on the weather situation they plan on do the work in July or August.

Gutter cleaning: Last year's gutter cleaning was not done satisfactorily, and a number of granules (from the roofs) have been found in the gutters. Maintenance is looking into the best time to have the gutters cleaned so that the granules can be vacuumed out and regular cleaning done. It was decided that in addition to all gutters be cleaned once a year, the units that are beside the tree line and have problems with excessive debris in their gutters will have an additional cleaning again in November.

Windows: Two sets of patio doors and the transom windows above them need to be replaced and have been ordered.

Painting: Painters have been confirmed and will proceed in the late spring or early summer depending on the rain.

E.4 (AGM) Planning for our AGM is underway. It will follow the same format as the SGM.

F. New Business

F.1. (Correspondence) Yard maintenance: A complaint has been received regarding the condition of some garden areas. Bylaws will follow up with the residents to rectify the matter.

Request and Undertaking: Unit 2 has requested replacing some plantings with patio stones at the front of their unit. Council is in favour of this request, however, the diagram requires dimensions for the files before approval can be given. The owners will be notified.

A query was received regarding hiring a company to clean a unit's gutters and then submitting the bill to strata for reimbursement. Council requires all requests for reimbursement be approved by the council member responsible for the portfolio PRIOR to having the work carried out. Council requires items to be dealt with in this manner for numerous reasons including budgeting, cost control, maintenance scheduling and contracts. Note: there are forms on the LLE website for submitting maintenance and landscaping requests.

F.2. (Bylaws) Resident parking of RVs on Common Property: Both our current and proposed bylaws allow for residents to park Recreational Vehicles on common property for 72 hours as long as in doing so they do not obstruct traffic or emergency vehicles or create an unsafe situation.

F.3. (Landscaping) Removal of a tree that is too close to Units 15 and 16. Landscaping will contact Dale Phillips of the local tree removal company and get a quotation and will at that time confirm his insurance.

According to our landscape contract, annual increases are paid according to the Cost of Living (COL) index. The current COL has risen from 3% last year to 6.8% this year. Landscaping will speak to the contractors about this issue.

F.4. (Maintenance) Depreciation Report estimates: Estimates are included in the upcoming budget but may be pushed into the following year's budget.

Upcoming repairs: rotten boards;
three posts need to be replaced along fence;
roofs need moss removal done:
repair to portions of the road and road edging:
revisit all decks

G. Next meeting July 6, 2022, via Zoom at 9:30 hours.

H. Adjourn 11:40 hours.

REGULAR STRATA COUNCIL MEETING

Strata Council Reports,
June 5, 2022

Chair

- A Unit inquired if the Strata will pay for gutter cleaning if he hires a company to do it.
- An owner has requested that council to send an email to two owners regarding clean up of their yards.

Vice Chair

- Fencing rule proposal
- Resident parking of RV's

Secretary

- Request and undertaking Unit 2 (attached)

Treasurer

- Our finances are inline with our budget. We are now working on the budget for 2022-23.

Maintenance

Maintenance items from May

- Gutters cleaned out unit #15,#16
- Depreciation Report estimates (attached)
- Sundeck Company selected looks like July
- Order 6 new windows
- Replaced 1 door window with spare
- Replaced street light censer and bulbs
- Talked to painter all good to go final phase late spring early summer.

Upcoming items:

- Leaking gutter corners
- Road and curb repair
- Fence repair
- Gutters and moss
- Deck inspection
- Repair rotten trim boards
- Unit 25 drain tile camera

Landscape

- Removal of tree that is too close to Units 15/16.
- Thanks to those who helped with the weeding of the entrance way. The rhododendrons and irises and other flowers are showing us their lovely colours now!

Waste Water Management

- We are still in the process of waiting for parts for the North rotary valve to the gravel filter. Core water has now assured us that these parts are in transit and have left the USA for Canada
- Stoppage of # 5 pump in the effluent pump chamber due to an electrical fault. A commercial electrical company was called in to analyse the problem. The pump is now up and running again.
- The whole control kiosk was also given a "once over" and found to be in good condition.
- The system continues to operate and provide the MOE with the necessary quality of samples required by our permit.

Balance Sheet - LLE - As of 2022-05-31

(in Canadian Dollars) (Cash Basis)

2022-05-31

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Account	2022-05-31 Balance
ASSETS	
Cash and Bank Accounts	
CRF Chequing	77,342.13
First Credit Union RV Fund	1,430.79
First CU Membership Shares	38.25
First CU Money Max	13.01
OPERATING Chq	20,653.38
CCCU Member Shares	5.15
Petty Cash	200.00
TOTAL Cash and Bank Accounts	99,682.71
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	251,348.54
LIABILITIES & EQUITY	
LIABILITIES	0.00
EQUITY	251,348.54
TOTAL LIABILITIES & EQUITY	251,348.54

CRF report - LLE - As of 2022-05-31

(in Canadian Dollars)

2022-05-31

Page 1

Account	2022-05-31 Balance
Bank Accounts	
CRF Chequing	77,342.13
TOTAL Bank Accounts	77,342.13
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	179,007.96

Cheques written - LLE - Last month

2022-04-01 through 2022-04-30 (in Canadian Dollars) (Cash Basis)

2022-05-31

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Date	Category	Memo	Amount
EXPENSES			-7,049.28
BC Hydro			-141.00
2022-04-20	500 UTILITIES 9220:520 BC Hydro	Pre-Auth Debit STRATA PLAN ...	-141.00
Bureau Veritas Canada (2019) Inc.			-115.82
2022-04-10	700 WWM (Septic) 9220:710 Lab Analysis	INVOICE #: VA10580811	-115.82
Core Water Management Ltd			-1,215.53
2022-04-10	--Split--	Invoice #1945	-1,215.53
Dale Phillips Tree Service			-2,310.00
2022-04-14	450 LANDSCAPING 8960:451 Landscaping general	Invoice #193 Tree removal	-2,310.00
Hugh Jackson			-111.99
2022-04-16	700 WWM (Septic) 9220:725 Treatment System	1/4 HP utility pump	-111.99
Island Mowers			-2,913.94
2022-04-01	450 LANDSCAPING 8960:455 Groundskeeping	Monthly Landscaping payment	-2,913.94
Pre Auth Strata			-141.00
2022-04-20	500 UTILITIES 9220:520 BC Hydro	Pre-Auth Debit STRATA PLAN ...	-141.00
Royal Canadian Legion			-100.00
2022-04-12	310 ADMIN 9284:340 General Operating	Hall Rental for SGM	-100.00
OVERALL TOT...			-7,049.28

Budget LLE - Year to Date

2021-08-01 through 2022-05-31 Using LLE 2021-22 (in Canadian Dollars)

2022-05-31

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 2022-05-31 Using LLE 2021-22 (in Canadian Dollars)

2022-05-31

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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 2022-05-31 Using LLE 2021-22 (in Canadian Dollars)

2022-05-31

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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 2022-05-31 Using LLE 2021-22 (in Canadian Dollars)

2022-05-31

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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 2022-05-31 Using LLE 2021-22 (in Canadian Dollars)

2022-05-31

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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 2022-05-31 Using LLE 2021-22 (in Canadian Dollars)

2022-05-31

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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 2022-05-31 Using LLE 2021-22 (in Canadian Dollars)

2022-05-31

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Category	Actual	2022 April		Actual
		Budget	Difference	
EXPENSES	7,384.26	5,108.25	-2,276.01	5,017.34
310 ADMIN 9284	434.98	335.00	-99.98	559.32
315 Bank Charges	54.98	55.00	0.02	54.98
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	0.00
340 General Operating	100.00	0.00	-100.00	504.34
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	0.00	420.00	420.00	157.50
405 Maintenance General	0.00	0.00	0.00	0.00
410 Repairs Parts	0.00	80.00	80.00	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	0.00	300.00	300.00	157.50
450 LANDSCAPING 8960	5,223.94	3,354.00	-1,869.94	2,913.94
451 Landscaping general	2,310.00	0.00	-2,310.00	0.00
455 Groundskeeping	2,913.94	2,914.00	0.06	2,913.94
461 Sprinkler parts & rentals	0.00	200.00	200.00	0.00
462 Sprinklers labour	0.00	200.00	200.00	0.00
463 Mileage for Irrigation	0.00	40.00	40.00	0.00
500 UTILITIES 9220	282.00	140.00	-142.00	277.04
510 Water	0.00	0.00	0.00	136.04
520 BC Hydro	282.00	140.00	-142.00	141.00
530 Utility Trailer	0.00	0.00	0.00	0.00
700 WWM (Septic) 9220	1,443.34	859.25	-584.09	1,109.54
701 Core Water	656.25	656.25	0.00	656.25
705 Core Water callouts	559.28	65.00	-494.28	141.58
710 Lab Analysis	115.82	105.00	-10.82	231.64
720 Collection System	0.00	0.00	0.00	0.00
725 Treatment System	111.99	0.00	-111.99	0.00
730 Disposal	0.00	0.00	0.00	0.00
740 Communication & Control	0.00	33.00	33.00	36.07
750 Emergency power (generator)	0.00	0.00	0.00	44.00
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:	-7,384.26	-5,108.25	-2,276.01	-5,017.34

Budget LLE - Year to Date

2021-08-01 through 2022-05-31 Using LLE 2021-22 (in Canadian Dollars)

2022-05-31

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Category	2022 May Budget	Difference	2021-08-01 Actual	- Budget
EXPENSES	4,894.25	-123.09	118,850.58	123,926.50
310 ADMIN 9284	444.00	-115.32	4,957.42	7,509.00
315 Bank Charges	55.00	0.02	572.30	550.00
320 Office expenses	109.00	109.00	247.85	364.00
323 Depreciation Report	0.00	0.00	0.00	0.00
330 VISOA	0.00	0.00	195.00	195.00
335 Honorariums	280.00	280.00	2,520.00	2,800.00
340 General Operating	0.00	-504.34	1,422.27	600.00
345 Operating Contingency	0.00	0.00	0.00	3,000.00
350 INSURANCE 8690	0.00	0.00	29,986.00	30,000.00
400 MAINTENANCE 8960	120.00	-37.50	6,214.75	7,625.00
405 Maintenance General	0.00	0.00	87.14	25.00
410 Repairs Parts	80.00	80.00	1,039.97	800.00
415 Maint. Labour	40.00	40.00	0.00	400.00
417 Mileage for maintenance	0.00	0.00	0.00	50.00
420 Gutters & Moss	0.00	0.00	2,045.50	2,750.00
425 Snow Removal	0.00	0.00	1,653.75	1,800.00
430 Contractor work	0.00	-157.50	1,388.39	1,800.00
450 LANDSCAPING 8960	3,214.00	300.06	31,867.58	32,370.00
451 Landscaping general	0.00	0.00	2,310.00	2,000.00
455 Groundskeeping	2,914.00	0.06	28,714.95	28,715.00
461 Sprinkler parts & rentals	200.00	200.00	587.83	920.00
462 Sprinklers labour	100.00	100.00	125.00	615.00
463 Mileage for Irrigation	0.00	0.00	129.80	120.00
500 UTILITIES 9220	257.00	-20.04	3,276.27	2,717.00
510 Water	117.00	-19.04	1,702.03	1,229.00
520 BC Hydro	140.00	-1.00	1,494.24	1,400.00
530 Utility Trailer	0.00	0.00	80.00	88.00
700 WWM (Septic) 9220	859.25	-250.29	13,568.56	13,705.50
701 Core Water	656.25	0.00	6,562.50	6,562.50
705 Core Water callouts	65.00	-76.58	1,826.46	650.00
710 Lab Analysis	105.00	-126.64	1,452.27	1,800.00
720 Collection System	0.00	0.00	80.38	1,250.00
725 Treatment System	0.00	0.00	1,957.01	0.00
730 Disposal	0.00	0.00	0.00	0.00
740 Communication & Control	33.00	-3.07	359.54	330.00
750 Emergency power (generator)	0.00	-44.00	44.00	210.00
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	1,083.00	1,200.00
780 WWTP Contingency	0.00	0.00	0.00	1,500.00
800 CRF Disbursements 8961	0.00	0.00	28,980.00	30,000.00
801 Emergency	0.00	0.00	0.00	0.00
810 Painting	0.00	0.00	28,980.00	30,000.00
Net Difference:	-4,894.25	-123.09	-118,850.58	-123,926.50

Budget LLE - Year to Date

2021-08-01 through 2022-05-31 Using LLE 2021-22 (in Canadian Dollars)

2022-05-31

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Category	2022-05-31 Difference
EXPENSES	5,075.92
310 ADMIN 9284	2,551.58
315 Bank Charges	-22.30
320 Office expenses	116.15
323 Depreciation Report	0.00
330 VISOA	0.00
335 Honorariums	280.00
340 General Operating	-822.27
345 Operating Contingency	3,000.00
350 INSURANCE 8690	14.00
400 MAINTENANCE 8960	1,410.25
405 Maintenance General	-62.14
410 Repairs Parts	-239.97
415 Maint. Labour	400.00
417 Mileage for maintenance	50.00
420 Gutters & Moss	704.50
425 Snow Removal	146.25
430 Contractor work	411.61
450 LANDSCAPING 8960	502.42
451 Landscaping general	-310.00
455 Groundskeeping	0.05
461 Sprinkler parts & rentals	332.17
462 Sprinklers labour	490.00
463 Mileage for Irrigation	-9.80
500 UTILITIES 9220	-559.27
510 Water	-473.03
520 BC Hydro	-94.24
530 Utility Trailer	8.00
700 WWM (Septic) 9220	136.94
701 Core Water	0.00
705 Core Water callouts	-1,176.46
710 Lab Analysis	347.73
720 Collection System	1,169.62
725 Treatment System	-1,957.01
730 Disposal	0.00
740 Communication & Control	-29.54
750 Emergency power (generator)	166.00
760 Ministry of Environment	-0.40
765 EOCP (every three years)	0.00
770 Insurance	117.00
780 WWTP Contingency	1,500.00
800 CRF Disbursements 8961	1,020.00
801 Emergency	0.00
810 Painting	1,020.00
Net Difference:	5,075.92

Fenced Enclosure Rules – DRAFT3

- Fence enclosures associated with a strata unit are permitted on common property with the approval of strata council.
- If council grants an owner exclusive use of their fenced areas this would require annual renewal at the AGM. Owners with exclusive use of their fenced enclosure must maintain the area without the assistance of the strata's landscaping contract.
- Fence enclosures should not exceed 900 square feet in size (84 square meters).
- The fence must not be closer to another building than 50% of the distance between the two buildings less one metre.
- Fenced areas must be connected to their strata unit, not sitting independent of a unit.
- Fenced enclosures must follow all fencing rules associated with design, materials and colours.
- Fenced enclosures must be constructed with a minimum of a 2-metre buffer/space so as to not restrict access when walking on common property around a strata building or along the strata property boundary.
- Fenced areas must be gated to allow access.
- Owners are responsible for cleaning up after their pets in fenced areas, especially prior to days that the landscaping contractor is on the strata property.
- Owners wishing to have a fenced enclosure must notify any neighbours who will see the area from their property. If neighbours have complaints or concerns they must be immediately submitted by Email to council.

**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:

To replace the plants in the flower bed beside the front entrance with exposed aggregate patio tiles thus creating a small patio area (see attached sketch for approximate size).

(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:

05/12/22

Strata Lot/Unit #

2

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): *De Bellefeuille* UNIT *2*

Owner Printed Name(s): *M and D. de BELLEFEUILLE*

That change being (fully describe and attach diagram):

Neighbour Agreement Signature(s): *D. Murray B. Murray*
Print Unit & Neighbour Name *#3 D+B Murray* Date: *May 12/2022*

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: _____

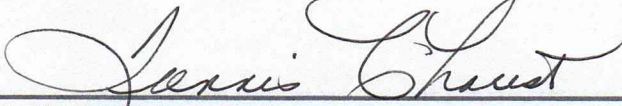
THE OWNERS STRATA PLAN NO. VIS 5801
REQUEST AND UNDERTAKING (3)

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

May 12; 2022 is granted/refused on the following condition(s):

Request and undertaking accepted based on the second drawing
submitted for approval (attached)

Date: June 10, 2022 Unit#: 5



Strata Council Member Signature



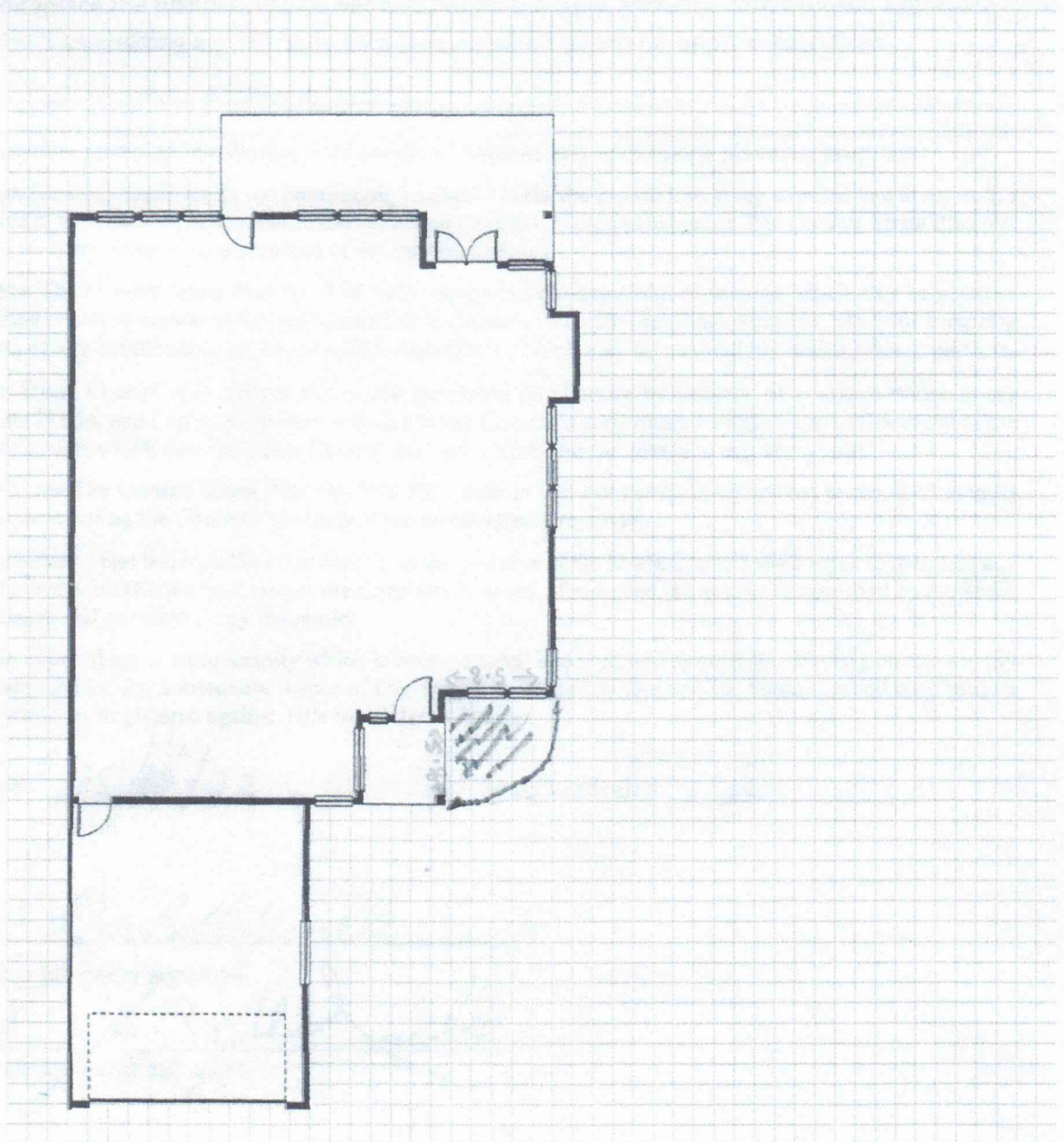
LIGHTHOUSE LANDING ESTATES

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

Undertaking Drawing for A-2 plans with deck

Unit # 2.

Date: 05/12/22





LIGHTHOUSE LANDING ESTATES

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

Undertaking Drawing for A-2 plans with deck

Unit # 2.

Date: 05/12/22

