

MINUTES REGULAR STRATA COUNCIL MEETING

2023-01-22 via Zoom



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

Regrets: Hugh Jackson, WWMR.

A. Meeting called to order by the Chair at 9:28 hours.

B. Approval of Agenda

MOTION: (Vice Chair/Bylaws) To adopt the Agenda of Strata Council Meeting January 22, 2023, as circulated.

SECONDED (Treasurer)

CARRIED 6 of 6

C. Approval of Minutes

MOTION: (Landscaping) To approve the Minutes of Strata Council Meeting held December 18, 2022, as circulated.

SECONDED (Vice Chair/Bylaws)

CARRIED 6 of 6

D. Acceptance of Reports

MOVED: (Secretary) To accept the Reports and Financial Statements from the Strata Council members as circulated.

SECONDED (Vice Chair/Bylaws)

CARRIED 6 of 6

E. Unfinished Business

E.1. (Maintenance)

- **Unit 23-24 perimeter drain flushing.** The problem of flooding of units 23 and 24 basements was addressed by flushing the drains. It has solved the problem for now, however since this is an ongoing issue another flushing will be scheduled for November 2023.

E.2. (Maintenance)

- **Flushing and cleaning of the sumps and pond drain.** Roto Rooter worked on removing debris from the various lines entering the pond, but there is currently too much water in the pond which made it impossible to do a thorough job. It has been suggested that the process be done again in August.
There is an issue with the bullrushes in the pond blocking the incoming and outgoing drain lines. In the spring an assessment of the pond will be done to locate the incoming drain lines and set up a plan for the removal of the bullrushes. The removal of the bullrushes will need to be done on a regular basis in order to ensure the integrity of the drainage system. It will be carried out in an environmentally friendly manner.

E.3. (Bylaws)

- **Rental Bylaw.** No new information has been received concerning the BC Strata Law changes to rentals. This will again be reviewed in May to see if any further information is available.

F. New Business

F.1. (Bylaws)

- **New Rule regarding the screening of heat pumps with side facing fans.**

MOTION: **(Treasurer)** To accept the addition of the following rule:
Owners of heat pumps with side facing fans must screen their unit from view with shrubbery and/or lattice fencing that conforms to LLE standards.

SECONDED **(Secretary)**

CARRIED 6 of 6

G. Next meeting March 19, 2023 via zoom at 9:30 hours.

H. Meeting was adjourned at 9:55 hours.

Balance Sheet - LLE - As of 2023-01-18

(in Canadian Dollars) (Cash Basis)

2023-01-18

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Account	2023-01-18 Balance
ASSETS	
Cash and Bank Accounts	
CRF Chequing	53,430.77
First CU Membership Shares	25.00
First CU Ownership	4.88
First CU RV Fund	2,080.79
First CU Savings	679.68
OPERATING Chq	13,235.73
CCCU Member Shares	5.15
Petty Cash	200.00
TOTAL Cash and Bank Accounts	69,662.00
Other Assets	
CRF 3YR GIC (105)	10,732.58
CRF 5YR GIC (102)	22,068.25
CRF CCCU 006 GIC **7130	23,000.65
CRF CCCU 008 GIC **8417	46,392.78
First CU Septic Bond RESTRICTED	50,000.00
TOTAL Other Assets	152,194.26
TOTAL ASSETS	221,856.26
LIABILITIES & EQUITY	
LIABILITIES	0.00
EQUITY	221,856.26
TOTAL LIABILITIES & EQUITY	221,856.26

CRF report - LLE - As of 2023-01-18
(in Canadian Dollars)

2023-01-18

Page 1

Account	2023-01-18 Balance
Bank Accounts	
CRF Chequing	53,430.77
First CU Ownership	4.88
TOTAL Bank Accounts	53,435.65
Asset Accounts	
CRF 3YR GIC (105)	10,732.58
CRF 5YR GIC (102)	22,068.25
CRF CCCU 006 GIC **7130	23,000.65
CRF CCCU 008 GIC **8417	46,392.78
TOTAL Asset Accounts	102,194.26
OVERALL TOTAL	155,629.91

Cheques written - LLE - Last month

2022-12-01 through 2022-12-31 (in Canadian Dollars) (Cash Basis)

2023-01-18

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Date	Category	Memo	Amount
EXPENSES			-28,682.86
Bureau Veritas Canada (2019) Inc.			-680.62
2022-12-11	700 WWM (Septic) 9220:710 Lab Anal...	INVOICE #: VA10775578	-122.96
2022-12-29	700 WWM (Septic) 9220:710 Lab Anal...	INVOICE #: VA10783927	-557.66
Clean Cuts Tree Service			-7,140.00
2022-12-17	450 LANDSCAPING 8960:451 Landsc...	tree cutting	-7,140.00
CLEVELAND DOAN			-146.99
2022-12-29	310 ADMIN 9284:325 Professional & L...	Invoice No. 1067662	-146.99
Collins Electric Inc.			-1,056.09
2022-12-09	700 WWM (Septic) 9220:725 Treatmen...	Invoice #30747	-1,056.09
Core Water Management Ltd			-656.25
2022-12-11	700 WWM (Septic) 9220:701 Core Water	Invoice #2058	-656.25
Dean Turner			-300.00
2022-12-11	450 LANDSCAPING 8960:451 Landsc...	Removal of yard waste. Invoice 0...	-300.00
Island Mowers			-2,913.94
2022-12-01	450 LANDSCAPING 8960:455 Ground...	Monthly Landscaping payment	-2,913.94
Online Bill Waypoint			-13,412.00
2022-12-01	700 WWM (Septic) 9220:770 Insurance	Online Bill Payment Waypoint ...	-13,412.00
Pre Auth Strata			-190.00
2022-12-19	500 UTILITIES 9220:520 BC Hydro	Pre-Auth Debit STRATA PLAN VI...	-190.00
Roto-Rooter Plumbers			-569.63
2022-12-17	400 MAINTENANCE 8960:415 Contra...	Invoice # 33302691 Pond drain	-569.63
TELUS			-36.07
2022-12-01	700 WWM (Septic) 9220:740 Communi...	Pre-Auth Debit THE OWNERS Te...	-36.07
Trevor Grozell			-1,575.00
2022-12-28	400 MAINTENANCE 8960:445 Snow R...	Snow removal	-1,575.00
Windsor Plywood			-6.27
2022-12-28	400 MAINTENANCE 8960:423 Windo...	Late fee	-6.27
OVERALL T...			-28,682.86

Budget LLE

2022-08-01 through 2022-12-31 Using LLE 2022-23 (in Canadian Dollars)

2023-01-22

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Category	2022-08-01 Actual	- Budget	2022-12-31 Difference
EXPENSES	79,618.90	69,956.00	-9,662.90
310 ADMIN 9284	1,963.21	3,050.00	1,086.79
315 Bank Charges	289.90	275.00	-14.90
320 Office expenses	126.32	225.00	98.68
323 Depreciation Report	0.00	0.00	0.00
325 Professional & Legal Fees	146.99	150.00	3.01
335 Honorariums	1,400.00	1,400.00	0.00
345 Operating Contingency	0.00	1,000.00	1,000.00
350 INSURANCE 8690	32,249.00	33,000.00	751.00
400 MAINTENANCE 8960	9,066.56	5,575.00	-3,491.56
405 Maintenance General Repairs	0.00	100.00	100.00
410 Repairs Parts	349.99	250.00	-99.99
412 Maint. Labour	0.00	250.00	250.00
415 Contractor work	569.63	250.00	-319.63
417 Mileage for maintenance	67.10	100.00	32.90
420 Gutters & Moss	1,602.50	3,000.00	1,397.50
423 Window repairs	2,537.74	250.00	-2,287.74
425 Roofing	266.70	125.00	-141.70
429 Foundation & Drain Tile	2,097.90	375.00	-1,722.90
430 Deck repairs	0.00	100.00	100.00
441 Fence repairs	0.00	150.00	150.00
445 Snow Removal	1,575.00	625.00	-950.00
450 LANDSCAPING 8960	25,584.89	16,770.00	-8,814.89
451 Landscaping general	10,056.75	1,420.00	-8,636.75
452 Mileage for Landscaping	289.75	80.00	-209.75
455 Groundskeeping	14,569.70	14,570.00	0.30
461 Sprinkler parts & rentals	431.19	500.00	68.81
462 Sprinklers labour	237.50	200.00	-37.50
500 UTILITIES 9220	1,878.50	2,344.60	466.10
510 Water	968.50	1,429.60	461.10
520 BC Hydro	826.00	835.00	9.00
530 Utility Trailer	84.00	80.00	-4.00
700 WWM (Septic) 9220	8,876.74	9,216.40	339.66
701 Core Water	2,675.00	3,750.00	1,075.00
705 Core Water callouts	403.99	600.00	196.01
710 Lab Analysis	1,455.33	838.00	-617.33
720 Collection System	0.00	1,250.00	1,250.00
725 Treatment System	1,146.77	0.00	-1,146.77
730 Disposal	1,648.90	0.00	-1,648.90
740 Communication & Control	180.35	165.00	-15.35
750 Emergency power (generator)	0.00	210.00	210.00
760 Ministry of Environment	203.40	203.40	0.00
765 EOCP (every three years)	0.00	0.00	0.00
770 Insurance	1,163.00	1,200.00	37.00
780 WWTP Contingency	0.00	1,000.00	1,000.00
Other 700 WWM (Septic) 9220	0.00	0.00	0.00
Net Difference:	-79,618.90	-69,956.00	-9,662.90

Chair

- Nothing to report.

Vice Chair

- Nothing to report.

Secretary

- Nothing to report.

Treasurer

- Nothing to report.

Maintenance

- Unit 23-24 perimeter drain flush.
- Flushing and cleaning of the sumps and pond drain.

Landscape

- Nothing to report.

Waste Water Management

- Nothing to report.