

MINUTES – ANNUAL GENERAL MEETING

Tuesday August 22, 2023 Bowser Legion Hall

Present: Strata Lot #1 Strata Lot #2 Strata Lot #3 Strata Lot #4
 Strata Lot #5 Strata Lot #6 Strata Lot #13 Strata Lot #15
 Strata Lot #17 Strata Lot #20 Strata Lot #21 Strata Lot #23
 Strata Lot #24 Strata Lot #25 Strata Lot #28 Strata Lot #29
 Strata Lot #30

By Proxy: Strata Lot #7 Strata Lot #9 Strata Lot #11 Strata Lot #14
 Strata Lot #16 Strata Lot #19 Strata Lot #22 Strata Lot #26

Absent: Strata Lot #8 Strata Lot #10 Strata Lot #12 Strata Lot #18
 Strata Lot #27

A. **Call the Roll; Certify Proxies; Issue Voting Cards and Voting Method (door volunteers)**

Duly signed Attendance Sheet and Certified Proxy Sheets verified to certify:

Owners in Attendance: 17; Proxies Confirmed: 8; Total Owners Represented: 25.

Assuming no abstained votes: Unanimous vote is 25; $\frac{3}{4}$ vote is 19; Majority vote is 13.

B. **Establish Quorum**

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

C. **Call to Order, Welcome & Establish Chair**

MOTION: to recognize the strata council Chair as Chair of the AGM.

MOVED: (# 21) **SECOND:** (# 1) **CARRIED 25 of 25**

Motion C.1. In Favour: 25 Against: 0 Abstain: 0 Decision: Carried

D. **Filing Proof of Notice of Meeting (Secretary)**

Proof of notice presented.

E. Approval of Agenda (Chair)

MOTION: to adopt the agenda of Annual General Meeting of 2023 08 22 as circulated.

MOVED: (#20) SECOND: (#4) CARRIED: 25 of 25

Motion E.1. In Favour: 25 Against: 0 Abstain: 0 Decision: Carried

F. Approval of Minutes (Chair)

MOTION: to adopt the minutes of Annual General Meeting held 2022 08 24 as circulated.

MOVED: (#15) SECOND: (#13) CARRIED: 25 of 25

Motion F.1. In Favour: 25 Against: 0 Abstain: 0 Decision: Carried

G. Strata Council Reports

- **Chair** – Spoke to his report ([attached](#)) and answered questions from the floor.
- **Vice-Chair/Bylaws** – Spoke to her report ([attached](#)), no questions.
- **Treasurer** – Spoke to her report ([attached](#)), no questions.
- **Secretary** - Spoke to her report ([attached](#)), no questions.
- **Landscaping** - Spoke to her report ([attached](#)) and answered questions from the floor.
- **Maintenance** - Spoke to his report ([attached](#)) and answered questions from the floor.
- **Waste Water Management** - Spoke to his report ([attached](#)), no questions.
- **RV Storage Committee** - Spoke to his report ([attached](#)), no questions.
- **Insurance Report** - Spoke to her report ([attached](#)), no questions.

MOTION: to accept the Financial Statements for 2022-2023 as circulated.

MOVED: (#21) SECOND: (#5) CARRIED: 25 of 25

MOTION: In Favour: 25 Against: 0 Abstain: 0 Decision: Carried

H. Resolutions

H.1. Resolution to amend Bylaws 44, 6(2) and 33(1)

WHEREAS:

- A. The bylaws of the strata corporation currently restrict the rental of strata lots;
- B. S.141 of the Strata Property Act (SPA) prohibits the strata corporation from restricting the rental of strata lots;
- C. S.121 the SPA makes any bylaw which contravenes s.141 unenforceable;
- D. The owners wish to repeal the existing rental bylaw;
- E. S.128 of the SPA allows a strata corporation to amend its bylaws by way of a $\frac{3}{4}$ vote;

THEREFORE BE IT RESOLVED BY WAY OF A $\frac{3}{4}$ VOTE OF THE OWNERS THAT:

1. Bylaw 44 be repealed in its entirety and replaced with the following as Bylaw 44:
 - 44. Rentals
 - (1) Should an owner rent all or part of a strata lot, that owner must submit a completed and signed Notice of Tenant's Responsibility (Form K) to the strata corporation within 2 weeks of renting it.
 - (2) An owner who fails to submit a completed and signed Notice of Tenant's Responsibility (Form K) within the time limit above shall be subject to a fine in the amount of \$200.00 for every week or part thereof that the strata lot is rented and the strata corporation is not in receipt of the same.
2. Bylaw 6 (2) be repealed in its entirety and replaced with the following as Bylaw 6 (2):
 - 6 (2) Within two (2) weeks of a tenant residing in a strata lot, the owner of that strata lot must provide the strata corporation with a completed and signed Form K and Form K Addendum with the following:
 - (a) The tenant's name;
 - (b) The strata lot number; and
 - (c) A means (telephone number or email address) for contacting the tenant.
3. Bylaw 33 (1) be repealed in its entirety and replaced with the following as Bylaw 33 (1):
 - 33 (1) The Strata corporation may fine an owner or a tenant a maximum of:
 - (a) Except as otherwise set out below, a fine of up to \$200 for each contravention of a bylaw.
 - (b) \$1,000 per day for the contravention of Bylaw 45(1)(a).
 - (c) \$50 for each contravention of a rule.

MOVED: (#23)

SECOND: (#29)

CARRIED: 25 of 25

Resolution H.1. In Favour:25 Against: 0 Abstain: 0 Decision: Carried

H.2. Resolution to adopt a New Rule

BE IT RESOLVED by way of a $\frac{3}{4}$ vote that The Owners, Strata Plan VIS 5801, approve the following Rule be added to the LLE Rules as Rule #10 and the subsequent Rules are renumbered accordingly:

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.

MOVED: (#15) SECOND: (#23) CARRIED: 22 of 25
Resolution H.2 In Favour: 22 Against: 2 Abstain: 1 Decision: Carried

H.3. Resolution for Contingency Reserve Fund (CRF) Expenditures

BE IT RESOLVED by way of a $\frac{3}{4}$ vote that The Owners, Strata Plan VIS 5801, approve the expenditure of up to \$10,000 for repairs/replacements to decks in the 2023-24 fiscal year.

MOVED: (#4) SECOND: (#11) CARRIED: 25 of 25
Resolution H.3 In Favour: 25 Against: 0 Abstain: 0 Decision: Carried

I. Motion to approve the 2023-24 Budget

BE IT RESOLVED by way of a $\frac{3}{4}$ vote that The Owners, Strata Plan VIS 5801, approve the 2023-24 Budget circulated in the AGM package.

MOVED: (#21) SECOND: (#11) CARRIED: 25 of 25
Resolution I.1 In Favour: 25 Against: 0 Abstain: 0 Decision: Carried

J. Appreciation (Chair)

The chair thanked outgoing Vice-Chair/Bylaws Gillian Taccogna and Landscaping Representative Violet van Hees for their commitment and dedication to their volunteer positions on council. Gillian came forward at an important time in strata council management to provide strong leadership in effectively guiding the strata council forward. Violet has been an outstanding "cheerleader" for landscaping, and effectively dealt with the management of the many and varied tasks associated with this position. Once again, many thanks to both of you from all of us in the strata.

K. Elections of Strata Council 2022-23

The Chair called for nominations from the floor three times. Hearing none, the following persons, who had already indicated that they are willing to stand for Council, have been elected to Council by acclamation:

Adrian Johnston
Suzan Chamney
Paul Parker
Tannis McKinnon Charest
Hugh Jackson
Margaret Tryon
Ernie Gorrie

L. Adjourned at 7:54 pm.

Adrian Johnston, Chair

Tannis McKinnon Charest, Secretary

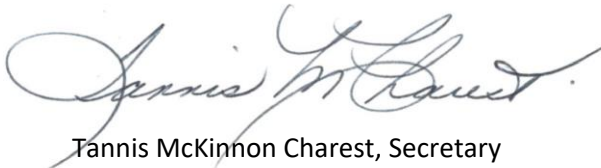
PROOF OF NOTICE

I certify that I did provide a Notice of an Annual General Meeting to The Owners, Strata Plan VIS 5801 by email notification and web page posting on July 29, 2023, before 23:59 hours.

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 $\frac{3}{4}$ vote or unanimous vote.
2. The most recent Financial Statement for the 2022-2023 fiscal year, as well as the 2023-2024 proposed Budget.
3. An order of business in the form of an Agenda.

I therefore certify that this Notice was provided to The Owners, Strata Plan VIS 5801, in accordance with Section 45 of the Strata Property Act of BC.

A handwritten signature in cursive script, reading "Tannis McKinnon Charest".

Tannis McKinnon Charest, Secretary
VIS 5801

5-5300 Gainsberg Road
Bowser, BC V0R 1G0

AGM REPORTS 2023

Chair – Adrian Johnston

In 2022-23 LLE has begun to feel the impact of rising inflation on our costs of operation. Given our remote location when it comes to service work. We continue to be fortunate to have dedicated and supportive council members, in particular with maintenance and landscaping.

Changes to the Strata Property Act in BC has meant we are changing our rental bylaw, preventing us from restricting long-term rental of any strata unit. This change may have either little, or major impacts on our strata, given the growing issue of rental property shortage in BC. While we do not have an age restriction for our strata this is something we will continue to monitor to determine if it is necessary.

Managing the strata with volunteers can place a heavy burden on certain board positions. The success of having a waste water committee and board member has worked well, and is now going to be replicated with the newly formed landscape committee. Having a group who can review options and cost out alternatives will help your council in making the best decisions for the strata.

In closing I want to remind strata owners that your council is made up of volunteers. I take this opportunity to thank all council and waste water committee members for their contributions over the past year. Our strata has been able to effectively manage costs by changing to selfmanagement. This has worked well thanks to the commitment of Suzan Chamney, our treasurer and web manager. While we all volunteer, having Suzan overseeing “all things strata”, we have been able to operate without the help of a management company. Many, many thanks Suzan.

Gillian and Violet are leaving council after several years of contribution and support. On behalf of all strata members thanks to both of you. We look forward to our new council members and their contribution to the strata operations.

Vicechairs/Bylaws – Gillian Taccogna

It has been very quiet year with just one minor bylaw issue. In November 2022, the Province made some changes to the Strata Property Act rendering bylaws that prevent or restrict rentals unenforceable (and therefore confusing), the Bylaws Committee is presenting a resolution at the AGM to remove and/or amend any of our current bylaws that are affected by this change. The Committee is happy to discuss and answer any questions you may have.

Treasurer – Suzan Chamney

2022 saw a major spike in inflation that has impacted the Strata Corporation's costs, which, of course, means that our monthly fees must go up to cover our expenses.

While most areas of our 2022-23 expenses came in close to what we budgeted, the unforeseen cost of cutting down the hazardous trees near unit #7 put our operating budget \$6,743 in the red. In addition to an overall higher budget than in previous years, the \$6,743 overage has to be recouped in 2023-24. To offset the higher amounts in the Operating and Wastewater Management budgets, Council has agreed that this year the revenue collected for the Contingency Reserve Fund (CRF) will be \$10,000 less than it was last year. Barring any unforeseen expenses, we will have \$200,000 in our CRF by the end of the 2023-24 fiscal year. Once again, we completed the long T-2 Income Tax for Corporations form, and it was accepted by the Canada Revenue Agency.

In the fall 2022, the Financial Review Committee, made up of John Gurak and Tom Tyron, went over the past year's financials and reported back to Council that all appeared well. They also made a couple of suggestions, which have been incorporated. Thanks from all of us goes out to the John and Tom.

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

Secretary – Tannis McKinnon Charest

It has been a pleasure to serve as the LLE Secretary for a little over a year. With each item I deal with and meeting I attend I learn more about the running of a strata, the laws pertaining to it and appreciate more my fellow council members and their dedication to keeping LLE a great place to live.

We have now moved from paper copies and data files of our minutes to data files only. This will help greatly with the additional work, cost and in the storing of records. We still will keep paper copies of necessary documents, such as applications, agreements etc.

Thanks to all the work of previous secretaries and in the setting up of our server-based file system, OneDrive, and to our treasurer for the webpage and her proofing talents, I believe the job of secretary is easier than in prior years, and more interesting.

Landscaping – Violet van Hees

We have had another active year with a lot of landscaping activities:

- The shrubs and plants in the entrance way border are settling in well. I wrapped the rhododendrons before the snow, and we didn't lose any to frost this winter.
- In September, several strata residents pulled out the shrubs and small trees growing in around the lower pond, to help ensure the pond does not fill in.
- Our irrigation system was winterized in October, and started up again in the spring, with help from many strata residents.
- The row of about 17 cottonwood trees along the fence between #7 and the entranceway was removed by Clean Cuts Tree Services. The roots were growing towards our septic field and under the deck and foundations of #7, and the branches were at risk of breaking off and thus posed a hazard to our buildings and our neighbour's as well. The branches had been cut about 15 years ago and had grown again since then, and those kinds of joints are particularly prone to failure. We put Epsom salts into the stumps to desiccate the roots and trunk and thus discourage re-growth.
- We are in year two of a 5-year contract with Island Mowers, for the mowing/landscaping services. Island Mowers agreed to take over the Best Turf landscaping contract (which we renewed with Dan in 2020), and we extended it for one year with Island Mowers so that the new contract is a 5-year contract.
 - Island Mowers have let us know that they are losing a significant amount of money on their contract with us, therefore, Council expects that the strata will have to negotiate a new contract for next year. The Strata Council has discussed that our preference is first to see if we can work something out with Island Mowers that works for them and works for us. However, we do also have the option of going out to seek other proposals.
 - As background info, when LLE invited proposals in late 2020 for a new 5-year landscaping contract, we only received 2 proposals. The proposal we selected (from Best Turf, which Island Mowers agreed to take over), was 20% less expensive than the other proposal.
- Trevor from RDN Parks came out to meet with me to look at potential hazard trees on the RDN community park land adjacent to our property. He agreed that several trees across from #9 and beside the fenced-in septic field should come out. RDN contracted with Hud Elgood/Branching Out Urban Forestry to remove the trees, and that work has been completed.
- I met twice with Hud Elgood to walk along the ditch to look at and mark hazard trees. The ditch is covered by a land covenant which requires us to work with an Arborist for any tree removal. Hud is an Arborist, and he has worked with our strata before. If an Arborist decides a tree is a hazard tree, it can be removed without all the otherwise required permits for tree removal there. Hud has given us a 3-year plan and cost estimate for the work to be done, for consideration at the 2023 LLE AGM.

- Sprinkler repairs have been done as needed, with Ron LaRoy helping to fix things and keep them running well.
- In the fall of 2022, as part of the entrance way weeding, we cleaned out many of the plants in the entrance way border in front of the rock wall with the LLE sign, which had become over-grown. In July 2023, we put down landscaping fabric and landscaping gravel around the remaining shrubs in that area.
- In July 2023, Council decided to establish a Landscaping Committee to assist the Landscaping person who is on the strata council. Here is a link to the description of the roles and responsibilities of the committee: <https://www.vis5801.ca/landscaping-committee/> . Five people indicated interest to join, and the committee is planning to have their first meeting in August. There are lots of landscaping tasks and projects, so this will help spread out the work. Thanks to all who have stepped up to join this committee.

Things to look forward to for 2022-2023:

- The start of the 3-year plan to remove hazard trees from the ditch (if approved at the AGM).
- The likely mucky (but satisfying) job of removing roots from the pipes draining run-off water into the lower pond.
- Once again, I can confidently predict that there will be more weeding parties for the front entrance way borders. ☐ And more!

Once again, much thanks to EVERYONE who has been helping to keep our strata grounds looking good!

Maintenance – Paul Parker

Over the last year maintenance was involved in the following:

- 10 window replacements due to seal problems.
 - This cost about \$2,600, money was taken from the maintenance budget. Going forward money for window repair will come from CRF funds and windows will be replaced at one time per year when needed. Hopefully we don't see as many windows failing as in the last 2 years.
- Gutters were vacuumed cleaned in Aug which was good as they had a lot of roof granules in them as in previous cleaning gutters were only hand cleaned.
 - Keon cleaned 7 buildings cost \$1,107.
 - Maintenance cleaned 6 buildings cost \$500.
 - Owners did 2 buildings.
 - 5 corner repair cost \$656.
- Snow removal 3 plows cost \$1,575.
 - I would like to remind Owners we look at the future forecast and don't always plow if we think it will be short lived. A bad winter could become very expensive at \$600 a plow.

- Drainage issue #23, #24 Rotor Rooter installed new clean out and flushed perimeter drain around #23, #24. We flushed the system again a few months later. It appears we have solved the problem but will be flushing the system on an annual basis to be proactive and stop the flooding of #24.
 - Cost \$2,094, going forward the once a year flush around \$300.
- Annual deck inspection. Minor repairs done. #1, #2 and #3 decks have seams lifting and are very worn and minor leaking. One deck may be replaced in Aug if not all 3 next year.
- Nelson roofing repaired #30 dryer vent and kitchen hood vent. Cost \$266.
- Rotor Rooter flushed lower storm and pond drains.
- Weather strip installed #27.
- New Bridge upper pond. Unit #11, #14 installed Thanks Cost \$312.
- Various minor repairs throughout the complex.

Looking at the coming year projects

- Gutter cleaning and installing some leaf guards to see if we can save on cleaning.
- Snowplow contract.
- Flushing perimeter drains #23, #24.
- Annual deck inspection and replacement.
- Repair rotted trim on Units.
- Clear drains from the pond add gravel to the drain area.
- Moss on roofs.

Finally, our roofs look in pretty good shape for being 18 years old. The moss remover we sprayed last June seems to have helped. I had a very rough estimate done to replace our roofs \$650,000. Just a thought of what is coming in the future. Do we need a plan?

Wastewater Management – Hugh Jackson

This annual report on the working operation of wastewater plant really does not hold any surprises. Regular maintenance on the system was carried out on a weekly basis so no breakdowns or delays happened throughout the year to the discomfort of the Strata as a whole. The actual work and parts replaced etc. can be found in the monthly reports. A small over budget was experienced due to general rising costs everywhere.

On a sad note, Vance Johnston is stepping down from the committee for health reasons. Our thanks to Vance for his years of service. We would also like to thank Margaret and Jennifer (his family) for their contribution to the committee projects. In closing, we will continue to carry out the operation of this plant as stated in our permit with the M.O.E. to the best of our ability.

RV Storage– Paul Parker

At this time, we have 12 spots being used. This is almost half of the owners, which serves a very important feature to our strata. There is only 1 spot vacant for use, but it would make things tight.

Currently we have \$1,659.20 in our reserve fund which will go to \$2,259.20 in September. Nothing much has changed in the last year. Weed whacking and general clean up are performed 2 to 3 times a year.

Lastly, I would like someone to come forward and take over the RV Coordinator position. I have lost interest and believe we need new ideas and forward progress. Please let me know if you are interested.

Insurance Report – Suzan Chamney

We continue to use Waypoint Insurance Brokers for the Strata Corporation insurance. Because we are insured for replacement value, we have to send them a copy of our annual building assessment, which is currently done in July because it is in sync with our most recent (2020) Depreciation Report. This is why for the last few years we have had an additional insurance payment in July. In order to bring the insurance premium and annual building assessments into sync, we have delayed our 2023 Depreciation Report until the fall so the building assessment will be ready in time for our December 1st insurance renewal. Waypoint has kindly agreed that we are still covered for replacement value this year without an annual July building assessment.

Strata Corporation insurance documents are all posted on our website. Owners can share them with their personal insurance broker, so they can make sure that they get complete coverage in their Condo Owner insurance package.

Balance Sheet - LLE - As of 2023-07-31

(in Canadian Dollars) (Cash Basis)

2023-07-29

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Account	2023-07-31 Balance
ASSETS	
Cash and Bank Accounts	
CRF Chequing	69,163.67
First CU chequing	1,101.39
First CU Membership Shares	25.00
First CU Ownership	4.88
First CU RV Fund	1,659.20
OPERATING Chq	35,126.03
CCCU Member Shares	5.15
Petty Cash	200.00
TOTAL Cash and Bank Accounts	107,285.32
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	259,479.58
LIABILITIES & EQUITY	
LIABILITIES	0.00
EQUITY	259,479.58
TOTAL LIABILITIES & EQUITY	259,479.58

CRF report - LLE - As of 2023-07-27
(in Canadian Dollars)

2023-07-27

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Account	2023-07-27 Balance
Bank Accounts	
CRF \$ in Operating Acct	20,000.00
CRF Chequing	69,163.67
TOTAL Bank Accounts	89,163.67
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	191,357.93

Budget LLE - 2023

2022-08-01 through 2023-07-31 Using LLE 2022-23 (in Canadian Dollars)

2023-07-27

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Category	2022-08-01 Actual	- Budget	2023-07-31 Difference
EXPENSES	118,915	112,880	-6,035
310 ADMIN 9284	5,261	6,181	920
315 Bank Charges	690	660	-30
320 Office expenses	580	816	236
323 Depreciation Report	0	0	0
325 Professional & Legal Fees	529	345	-184
335 Honorariums	3,360	3,360	0
345 Operating Contingency	102	1,000	898
350 INSURANCE 8690	32,249	33,660	1,411
400 MAINTENANCE 8960	11,501	10,205	-1,296
405 Maintenance General Repairs	0	240	240
410 Repairs Parts	663	600	-63
412 Maint. Labour	0	600	600
415 Contractor work	570	600	30
417 Mileage for maintenance	67	240	173
420 Gutters & Moss	2,259	4,000	1,741
423 Window repairs	2,538	600	-1,938
425 Roofing	321	300	-21
429 Foundation & Drain Tile	3,509	900	-2,609
430 Deck repairs	0	100	100
441 Fence repairs	0	150	150
445 Snow Removal	1,575	1,875	300
450 LANDSCAPING 8960	47,999	40,577	-7,422
451 Landscaping general	37	2,840	2,803
452 Mileage for Landscaping	386	160	-226
453 Trees	8,715	0	-8,715
455 Groundskeeping	36,547	35,577	-970
456 Yard waste	501	0	-501
461 Sprinkler parts & rentals	1,151	1,200	49
462 Sprinklers labour	663	800	138
500 UTILITIES 9220	4,140	3,786	-354
510 Water	1,266	1,702	436
520 BC Hydro	2,790	2,004	-786
530 Utility Trailer	84	80	-4
700 WWM (Septic) 9220	17,765	18,471	707
701 Core Water	8,447	9,000	553
705 Core Water callouts	1,477	1,800	323
710 Lab Analysis	3,246	1,892	-1,354
720 Collection System	0	1,250	1,250
725 Treatment System	1,147	1,500	353
730 Disposal	1,649	0	-1,649
740 Communication & Control	433	396	-37
750 Emergency power (generator)	0	210	210
760 Ministry of Environment	203	203	0
765 EOCP (every three years)	0	0	0
770 Insurance	1,163	1,220	57
780 WWTP Contingency	0	1,000	1,000
Other 700 WWM (Septic) 9220	0	0	0
Net Difference:	-118,915	-112,880	-6,035

VIS 5801 2023-2024 Budget

OPERATING EXPENSES		AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	TOTALS	2022-23 ACTUALS	2021-22 ACTUALS	2020-21 ACTUALS
310	Admin																
315	Bank charges	\$55	\$58	\$58	\$58	\$58	\$58	\$58	\$58	\$58	\$58	\$58	\$58	\$693	\$690	\$691	\$669
320	Office Expenses	\$186	\$100	\$27	\$100		\$225				\$122	\$107		\$867	\$580	\$851	\$1,147
323	Depreciation Rpt / Insurance Appr				\$4,580									\$4,580	\$0	\$0	\$0
325	Professional / Legal Fees								\$195					\$195	\$529	\$930	\$2,671
335	Honorariums	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$3,360	\$3,360	\$3,360	\$3,360
340	General Operating													\$0	\$0	\$487	\$855
345	Operating Contingency	\$1,000												\$1,000	\$102	\$0	\$296
	Admin Subtotal:													\$10,695	\$5,261	\$6,319	\$8,998
350	Insurance					\$32,250							\$600	\$32,850	\$32,249	\$30,580	\$27,403
400	Maintenance																
405	Maintenance general repairs	50												\$50	\$0	\$87	\$25
410	Repair parts	\$35	\$35	\$35	\$35	\$35	\$35	\$35	\$35	\$35	\$35	\$35	\$35	\$420	\$663	\$62	\$702
412	Maintenance Labour general													\$0	\$0	\$0	\$250
415	Contractor work general	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$600	\$570	\$158	\$1,770
417	Mileage for maintenance	\$50										\$50		\$100	\$67	\$0	\$76
420	Gutters/Moss			\$2,500										\$2,500	\$2,259	\$3,661	\$2,747
423	Window repairs	\$100												\$100	\$2,538	\$2,406	
425	Roofing	\$300												\$300	\$321	\$151	
429	Foundation & Storm Drainage		\$300		\$500									\$800	\$3,509	\$1,895	
430	Deck repairs	\$100												\$100	\$0	\$367	
441	Fence repairs	\$240												\$240	\$0	\$95	
445	Snow Removal				\$525	\$525	\$525	\$525						\$2,100	\$1,575	\$1,654	\$546
	Maintenance Subtotal:													\$7,310	\$11,502	\$10,536	\$6,116
450	Landscaping																
451	Landscaping general	\$2,000												\$2,000	\$37	\$2,550	\$3,778
452	Mileage for landscaping	\$50	\$50	\$100	\$50				\$50	\$50	\$50	\$50	\$50	\$500	\$386	\$278	\$169
453	Trees	\$5,000												\$5,000	\$8,715		
455	Groundskeeping	\$3,001	\$3,001	\$3,001	\$3,001	\$3,001	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$43,005	\$36,547	\$34,543	\$33,537
456	Yard waste removal	\$100	\$100	\$100							\$100	\$100	\$100	\$600	\$501		
461	Sprinklers parts & rentals	\$200	\$100	\$100							\$400	\$400	\$50	\$1,250	\$1,151	\$665	\$962
462	Sprinklers labour	\$100	\$100								\$200	\$300	\$100	\$800	\$663	\$463	\$628
	Landscaping Subtotal:													\$53,155	\$48,000	\$38,499	\$39,074
500	Utilities																
510	Water	\$206			\$762			\$150			\$137			\$1,255	\$1,266	\$1,702	\$1,231
520	BC Hydro	\$215	\$215	\$215	\$215	\$215	\$215	\$215	\$215	\$215	\$215	\$215	\$215	\$2,580	\$2,790	\$2,016	\$1,610
530	Utility Trailer			\$84										\$84	\$84	\$80	\$84
	Utilities Subtotal:													\$3,919	\$4,140	\$3,798	\$2,925
TOTAL Operating Expenses		\$13,318	\$4,389	\$6,550	\$10,156	\$36,414	\$5,388	\$5,313	\$4,883	\$4,688	\$5,647	\$5,645	\$5,538	\$107,929	\$101,152	\$89,732	\$84,516

WASTEWATER TREATMENT PLANT														2022-23			2021-22			2020-21		
														ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS
701	Corewater	\$725	\$725	\$725	\$725	\$725	\$725	\$725	\$725	\$725	\$725	\$725	\$725	\$8,700	\$8,447	\$7,928	\$7,875					
705	Corewater callouts		\$300		\$300		\$300		\$300		\$300		\$300	\$1,800	\$1,477	\$1,879	\$701					
710	Lab Analysis	\$350	\$134	\$134	\$134	\$550	\$134	\$350	\$125	\$125	\$550	\$550	\$134	\$3,270	\$3,246	\$1,884	\$1,394					
720	Collection System													\$0	\$0	\$80	\$309					
725	Treatment System											\$1,500		\$1,500	\$1,147	\$2,621	-\$113					
730	Disposal	\$1,650												\$1,650	\$1,649	\$0	\$80					
740	Communication/control	\$36	\$36	\$36	\$36	\$36	\$36	\$36	\$36	\$36	\$36	\$36	\$36	\$432	\$433	\$431	\$358					
750	Emergency power (generator)		\$210											\$210	\$0	\$44	\$967					
760	Ministry of Environment			\$203										\$203	\$203	\$203	\$203					
765	EOCP* every 3 years													\$0	\$0	\$105						
770	Insurance					\$1,200								\$1,200	\$1,163	\$1,098	\$1,008					
780	WWMP Contingency	\$1,000												\$1,000	\$0	\$0	\$0					
TOTAL WWTP Expenses		\$3,761	\$1,405	\$1,098	\$1,195	\$2,511	\$1,195	\$1,111	\$1,186	\$886	\$1,611	\$2,811	\$1,195	\$19,965	\$17,765	\$16,273	\$12,782					

REVENUE (Operating & WWTP)		AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	TOTALS	TOTALS	ACTUALS	ACTUALS
OPERATING FUND INCOME		2023 rate															
201	Monthly Fees	\$7,992	\$9,676	\$9,676	\$9,676	\$9,676	\$9,676	\$9,676	\$9,676	\$9,676	\$9,676	\$9,676	\$9,676	\$114,432	\$94,856	\$89,981	\$74,109
205	Bank interest	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$240	\$695	\$66	\$112
210	Real Estate Form Revenue													\$0	\$0	\$70	\$70
	Previous year surplus/deficit	-\$6,743												-\$6,743	-\$687	-\$961	
TOTALS		\$1,269	\$9,696	\$9,696	\$9,696	\$9,696	\$9,696	\$9,696	\$9,696	\$9,696	\$9,696	\$9,696	\$9,696	\$107,929	\$94,864	\$89,156	\$74,291
WWTP INCOME		2023 rate															
250	WWMP Fees	\$1,455	\$1,619	\$1,619	\$1,619	\$1,619	\$1,619	\$1,619	\$1,619	\$1,619	\$1,619	\$1,619	\$1,619	\$19,259	\$16,920	\$11,035	\$16,241
255	WWMP Bond Interest													\$0	\$652	\$1,812	\$1,812
	Previous year surplus/deficit	\$706												\$706	\$899	\$4,327	
TOTALS			\$1,619	\$1,619	\$1,619	\$1,619	\$1,619	\$1,619	\$1,619	\$1,619	\$1,619	\$1,619	\$1,619	\$19,965	\$18,471	\$17,174	\$18,053

CONTINGENCY RESERVE FUND		AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	TOTALS	TOTALS	ACTUALS	ACTUALS
Opening Balance		\$191,358															
Disbursements																	
801	Emergency expenses (Insurance)													\$0	\$0	\$0	\$5,286
809	Deck resurfacing													\$10,000	\$5,000	\$9,497	
810	Painting													\$0	\$21,000	\$28,980	
Contributions		2023 rate															
		\$2,695	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$24,695	\$34,462	\$32,056	\$27,556
235	CRF Interest	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$2,400	\$3,182	\$2,444	\$2,444
TOTALS		\$2,895	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$27,095	\$37,644	\$34,500	\$30,000
CRF Running BALANCE		\$194,253	\$196,453	\$198,653	\$200,853	\$203,053	\$205,253	\$207,453	\$209,653	\$211,853	\$214,053	\$206,253	\$208,453	<--Estimated Closing Balance July 31, 2024			

Lighthouse Landing Estates VIS 5801 Monthly Fees Schedule 2023-2024

		Unit Entitlement (Total)	Unit Entitlement (Total)	Yearly Strata Fees (Operating)	Yearly Waste Water Treatment Plant (WWTP)	Yearly Contingency Reserve Fund (CRF)	2023-2024 <u>Sept. thru July</u>		August 2023
Unit No.	(sq. metres)	(sq. feet)							
			\$114,432	\$19,259	\$24,695				
			\$21.21468	Yearly Total	Yearly Total		Unit No.	Monthly Fees by Unit	Monthly fees
			Per sq. metre						
1	308	3,315	\$6,534.12	\$641.97	\$823.17		1	\$672.86	\$597.77
2	308	3,315	\$6,534.12	\$641.97	\$823.17		2	\$672.86	\$597.77
3	155	1,668	\$3,288.28	\$641.97	\$823.17		3	\$398.24	\$372.82
4	155	1,668	\$3,288.28	\$641.97	\$823.17		4	\$398.24	\$372.82
5	307	3,305	\$6,512.91	\$641.97	\$823.17		5	\$671.07	\$596.30
6	154	1,658	\$3,267.06	\$641.97	\$823.17		6	\$396.44	\$371.35
7	158	1,701	\$3,351.92	\$641.97	\$823.17		7	\$403.62	\$377.23
8	159	1,711	\$3,373.13	\$641.97	\$823.17		8	\$405.42	\$378.70
9	169	1,819	\$3,585.28	\$641.97	\$823.17		9	\$423.36	\$393.40
10	172	1,851	\$3,648.93	\$641.97	\$823.17		10	\$428.75	\$397.81
11	169	1,819	\$3,585.28	\$641.97	\$823.17		11	\$423.36	\$393.40
12	172	1,851	\$3,648.93	\$641.97	\$823.17		12	\$428.75	\$397.81
13	172	1,851	\$3,648.93	\$641.97	\$823.17		13	\$428.75	\$397.81
14	169	1,819	\$3,585.28	\$641.97	\$823.17		14	\$423.36	\$393.40
15	162	1,744	\$3,436.78	\$641.97	\$823.17		15	\$410.80	\$383.11
16	158	1,701	\$3,351.92	\$641.97	\$823.17		16	\$403.62	\$377.23
17	171	1,841	\$3,627.71	\$641.97	\$823.17		17	\$426.95	\$396.34
18	173	1,862	\$3,670.14	\$641.97	\$823.17		18	\$430.54	\$399.28
19	169	1,819	\$3,585.28	\$641.97	\$823.17		19	\$423.36	\$393.40
20	170	1,830	\$3,606.50	\$641.97	\$823.17		20	\$425.16	\$394.87
21	159	1,711	\$3,373.13	\$641.97	\$823.17		21	\$405.42	\$378.70
22	160	1,722	\$3,394.35	\$641.97	\$823.17		22	\$407.21	\$380.17
23	169	1,819	\$3,585.28	\$641.97	\$823.17		23	\$423.36	\$393.40
24	172	1,851	\$3,648.93	\$641.97	\$823.17		24	\$428.75	\$397.81
25	172	1,851	\$3,648.93	\$641.97	\$823.17		25	\$428.75	\$397.81
26	171	1,841	\$3,627.71	\$641.97	\$823.17		26	\$426.95	\$396.34
27	160	1,722	\$3,394.35	\$641.97	\$823.17		27	\$407.21	\$380.17
28	160	1,722	\$3,394.35	\$641.97	\$823.17		28	\$407.21	\$380.17
29	169	1,819	\$3,585.28	\$641.97	\$823.17		29	\$423.36	\$393.40
30	172	1,851	\$3,648.93	\$641.97	\$823.17		30	\$428.75	\$397.81
					\$24,695		\$13,282.51		\$12,278.40
							(Monthly)		(Monthly)

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