

MINUTES REGULAR STRATA COUNCIL MEETING

2024-09-08 via Zoom



Participants: Adrian Johnston, Chair; Tannis Charest, Vice-Chair/Bylaws; Suzan Chamney, Treasurer; Margaret Tryon, Secretary; Violet van Hees, Landscaping Officer; Ron LaRoy, Maintenance Officer; Hugh Jackson, WWMR.

A. Meeting called to order by the Chair at 0926 hours.

B. Approval of Agenda

MOTION: (Vice-Chair) To adopt the Agenda of Strata Council Meeting September 8, 2024, as circulated.

SECONDED (Treasurer)

CARRIED 7 of 7

C. Approval of Minutes

MOTION: (Vice Chair/Bylaws) To approve the Minutes of Strata Council Meeting held July 23, 2024, as circulated.

SECONDED (WWMR)

CARRIED 7 of 7

D. Acceptance of Reports

MOVED: (Vice Chair/Bylaws) To accept the Reports and Financial Statements from the Strata Council members as circulated.

SECONDED (Landscaping)

CARRIED 7 of 7

E. Unfinished Business

E.1. Secretary: Ratification of motion to accept quote from Terra Nova Plumbing.

Motion: (Vice-chair/Bylaws) To inform the Waste Water Management Committee to go forward with the Terra Nova Plumbing proposal as submitted.

SECONDED (Treasurer)

CARRIED 7 of 7

E.2 AGM Follow up

- **Council positions/portfolios**

Adrian Johnston –Chair

Tannis McKinnon-Charest-Vice-Chair/Bylaws

Suzan Chamney-Treasurer

Ron LaRoy-Maintenance

Violet van Hees-Landscaping

Hugh Jackson-WWMR

Margaret Tryon-Secretary

- **Gate**

Ron Chamney has volunteered to make the necessary alterations to the gate. The gate will be able to be pushed open from both sides and have a hands-free magnetic latch.

He expects the existing gate structure to be usable provided that the tree in front is removed.

\$100.00 will be used for the hardware of the gate, with up to \$ 400.00 used for tree removal, to stay within the allotted budget. Ron Chamney will confer with the Maintenance Officer for the duration of the project.

- **Insurance**

The issue of insurance coverage and the deductible for earthquakes was brought up at the recent AGM. The LLE insurance has not changed, but the LLE deductible amount has gone up due to the rise in property values. This has resulted in some homeowners now paying an extra premium to cover their portion of the earthquake deductible-depending on their condo-owner insurance company.

Information has been exchanged with the homeowner who inquired at the meeting. They will bring that issue to their insurer. Council will provide an update later regarding the outcome of their discussion with their insurer and inform residents.

New Business

F.1 (Correspondence)

- Email from RV users regarding erecting a shelter. See attached letter.
Council discussed at length the ramifications of temporary shelters on common property.
Council will respond by letter to their decision on RV shelters

F.2 (Landscaping) See attached report

- Landscaping discussed the upcoming tree removals in the ditch area. There is also some concern with trees that are down on the RDN trail that may impede access to our driveway later if not removed. Landscaping will discuss that with the RDN.
- A work party in mid-October may be necessary to remove bulrushes from the lower pond.
- The watering of the strata grass common areas will be discontinued next week. The front garden area will remain on for the current time. Irrigation will be turned off as usual in October.

F.3 (Finance) See attached July financial report

F.4 (Communications)

- Council members are reminded that inquiries coming through the website or via email to council@vis5801.ca require a response to the sender with a copy going to other Council members, so that all are aware that the query has been responded to. If the query is not directed to a designated portfolio or council member, it was decided that those inquiries will be answered by the Vice-Chair/Bylaws with the response copied to other council members.

G. Next meeting October 27, 2024 via zoom at 0930 hours.

H. Adjourned 1025 hours.

Chair

- **Nothing to Report**

Vice Chair

- **Nothing to Report**

Secretary

- **Nothing to Report**

Treasurer

- **See attached August 2024 financials.**

Maintenance

- **Nothing to Report**

Landscaping

Thanks to these members of the Landscaping Committee for taking the lead on the following specific tasks:

- Jean LeShures for agreeing to be the lead person for care of the entrance way borders - the entrance way looks beautiful!
- Ernie Gorrie for the extra watering of the various trees by the lower pond
- Jo Ann Walker Johnston for agreeing to organize the checking of sprinklers, in the spring when the irrigation is turned on after the winter.
- This fall, I will contact Hud Elgood to come take down more hazard trees along the ditch (a continuation of the work that was started last fall), and maybe include a few trees in some other places as well. As well, we may need to cut out some more bulrushes again from the lower pond. I'll send out details about those work parties, once I know more.
- I also want to give a BIG thanks to Paul Parker's grass cutting services for doing such a great job or us all this summer!

Waste Water Management

- Repairs to sanitary lift pump system Well A. I have been advised today by our scheduled contractor that the essential parts for the pumps have not arrived as of today but expect them by the end of next week.
- We have replaced the 6' x 4' wooden trap door over the manifold section of the circulation pump. Cost to strata materials only, thanks to the help of Dave and Paul.
- All other systems are functioning as normal. Gravel filter weeded as usual.

rvparking@vis5801.ca [undefined:rvparking@vis5801.ca]

To Council

Hello,

A member of our RV parking has asked to put up a shelter to house a Can Am Trike. The shelter is a "Shelter Logic" and the dimensions are 10ft Wx 10ft Lx 8ft H. The member requested that current RV users be polled for their opinions. The majority of votes are in and 7 of the 13 users have voted in favour.

Would you please advise if there is anything else requires, such as council approval, before the owners is told he can proceed.

**Thank you,
Dave Charest**

Balance Sheet - LLE - As of 2024-09-07

(in Canadian Dollars) (Cash Basis)

2024-09-07

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Account	2024-09-07 Balance
ASSETS	
Cash and Bank Accounts	
CRF Chequing	98,413.10
First CU chequing	1,086.39
First CU Membership Shares	25.00
First CU Ownership	4.88
First CU RV Fund	2,324.78
OPERATING Chq	53,674.91
CCCU Member Shares	5.15
Petty Cash	200.00
TOTAL Cash and Bank Accounts	155,734.21
Other Assets	
CRF 3YR GIC (106)	11,134.70
CRF 5YR GIC (102)	22,735.27
CRF CCCU 006 GIC **7130	23,230.03
CRF CCCU 008 GIC **8417	46,833.77
First CU Septic Bond RESTRICTED	51,000.00
TOTAL Other Assets	154,933.77
TOTAL ASSETS	310,667.98
LIABILITIES & EQUITY	
LIABILITIES	0.00
EQUITY	310,667.98
TOTAL LIABILITIES & EQUITY	310,667.98

CRF report - LLE - As of 2024-09-07
(in Canadian Dollars)

2024-09-07

Page 1

Account	2024-09-07 Balance
Bank Accounts	
CRF \$ in Operating Acct	20,000.00
CRF Chequing	98,413.10
TOTAL Bank Accounts	118,413.10
Asset Accounts	
CRF 3YR GIC (106)	11,134.70
CRF 5YR GIC (102)	22,735.27
CRF CCCU 006 GIC **7130	23,230.03
CRF CCCU 008 GIC **8417	46,833.77
TOTAL Asset Accounts	103,933.77
OVERALL TOTAL	222,346.87

Cheques written - LLE - Last month

2024-08-01 through 2024-08-31 (in Canadian Dollars) (Cash Basis)

2024-09-07

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Date	Category	Memo	Amount
EXPENSES			-14,445.95
Caft Admin Fee			-53.48
2024-08-01	310 ADMIN 9284:315 Bank Charges:317 CA...	CAFT Admin Fee	-53.48
CLEVELAND DOAN			-281.46
2024-08-22	310 ADMIN 9284:325 Professional & Legal F...	Proposed Bylaw review	-281.46
Core Water Management Ltd			-2,457.13
2024-08-05	700 WWM (Septic) 9220:701 Core Water		-656.25
	700 WWM (Septic) 9220:705 Core Water call...		-1,800.88
Hugh Jackson			-96.07
2024-08-04	700 WWM (Septic) 9220:750 Emergency po...	Surge suppressor	-96.07
Iritex			-210.42
2024-08-22	450 LANDSCAPING 8960:461 Sprinkler part...	Invoices 356484	-210.42
Irly			-168.80
2024-08-04	400 MAINTENANCE 8960:441 Fence repairs	materials for fence	-168.80
Margaret Tryon			-122.08
2024-08-04	310 ADMIN 9284:320 Office expenses	MS Office and OneDrive	-122.08
Parker's Ground Care			-3,916.50
2024-08-15	450 LANDSCAPING 8960:455 Groundskeepi...	Landscaping Services 2024	-3,916.50
Paul Parker			-53.73
2024-08-18	400 MAINTENANCE 8960:420 Gutters & Moss	Moss remover	-53.73
Pre-auth Debit Deep Bay Vis 5...			-222.05
2024-08-16	500 UTILITIES 9220:510 Water	Pre-Auth Debit DEEP BAY V...	-64.35
2024-08-16	500 UTILITIES 9220:510 Water	Pre-Auth Debit DEEP BAY V...	-70.73
2024-08-16	500 UTILITIES 9220:510 Water	Pre-Auth Debit DEEP BAY V...	-86.97
Pre-auth Debit Strata Plan Vi...			-291.00
2024-08-19	500 UTILITIES 9220:520 BC Hydro	Pre-Auth Debit STRATA PLA...	-291.00
Ron LaRoy			-200.00
2024-08-15	450 LANDSCAPING 8960:462 Sprinklers lab...	Sprinkler repairs	-200.00
Royal Canadian Legion			-100.00
2024-08-22	310 ADMIN 9284:320 Office expenses	Hall Rental Invoice #154	-100.00
Terra Nova Plumbing			-5,250.00
2024-08-26	800 CRF Disbursements 8961:801 Emergency Invoice	17022	-5,250.00
TimeLyne Electrical Services			-1,023.23
2024-08-27	700 WWM (Septic) 9220:725 Treatment Syst...	Test and repair pump #6	-1,023.23
OVERALL TOT...			-14,445.95

Budget LLE - Last month

2024-08-01 through 2024-08-31 Using LLE 2024-25 (in Canadian Dollars)

2024-09-07

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Category	Actual	2024 August Budget	Difference
EXPENSES	9,491	24,958	15,467
310 ADMIN 9284	852	2,037	1,185
315 Bank Charges	68	65	-3
320 Office expenses	222	192	-30
323 Depreciation Report	0	0	0
325 Professional & Legal Fees	281	500	219
335 Honorariums	280	280	0
345 Operating Contingency	0	1,000	1,000
350 INSURANCE 8690	0	0	0
400 MAINTENANCE 8960	223	1,600	1,377
410 Repairs Parts	0	50	50
412 Maint. Labour	0	100	100
415 Contractor work	0	50	50
417 Mileage for maintenance	0	50	50
420 Gutters & Moss	54	0	-54
423 Window repairs	0	50	50
425 Roofing	0	700	700
429 Foundation & Drain Tile	0	500	500
430 Deck repairs	0	50	50
441 Fence repairs	169	50	-119
445 Snow Removal	0	0	0
450 LANDSCAPING 8960	4,327	11,567	7,240
451 Landscaping general	0	500	500
452 Mileage for Landscaping	0	50	50
453 Landscaping labour	0	500	500
454 Entrance Upgrades	0	1,000	1,000
455 Groundskeeping	3,917	3,917	1
456 Yard waste	0	100	100
457 Weed Control & Fertilizer	0	0	0
459 Trees	0	5,000	5,000
461 Sprinkler parts & rentals	210	400	190
462 Sprinklers labour	200	100	-100
500 UTILITIES 9220	513	1,200	687
510 Water	222	900	678
520 BC Hydro	291	300	9
530 Utility Trailer	0	0	0
700 WWM (Septic) 9220	3,576	8,554	4,978
701 Core Water	656	656	0
705 Core Water callouts	1,801	125	-1,676
710 Lab Analysis	0	350	350
725 Treatment System	1,023	3,325	2,302
730 Disposal	0	1,680	1,680
740 Communication & Control	0	36	36
750 Emergency power (generator)	96	1,382	1,286
760 Ministry of Environment	0	0	0
765 EOCP (every three years)	0	0	0
770 Insurance	0	0	0
780 WWTP Contingency	0	1,000	1,000
Net Difference:	-9,491	-24,958	15,467