

MINUTES REGULAR STRATA COUNCIL MEETING

2025-01-27 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 0935 hours.

B. Approval of Agenda

MOTION: (Vice Chair/Bylaws) To adopt the Agenda of Strata Council Meeting January 27, 2025, as circulated.

SECONDED (Treasurer)

CARRIED 7 of 7

C. Approval of Minutes

MOTION: (Landscaping) To approve the Minutes of Strata Council Meeting held November 25, 2024, as circulated.

SECONDED (WWMR)

CARRIED 7 of 7

D. Acceptance of Reports

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

SECONDED (Vice Chair/Bylaws)

CARRIED 7 of 7

E. Unfinished Business

None

F. New Business

F.1. (Finance) Monthly Financials attached.

Discussion was held regarding allocation of the interest accrued on the Waste Water Management System GIC.

Motion : (Treasurer) That the \$4061 is to be used to reimburse the CRF for partial expense spent on the new pump.

Seconded: (Maintenance)

CARRIED 7 of 7

F.2. (Maintenance) Report attached.

In light of all the catastrophic fires that have been occurring (Jasper, Los Angeles, etc.) discussions were held concerning the Cedars, Junipers and other conifers close to homes and their potential fire hazard. Council is encouraging

residents to adhere to the local fire smart program which encourages removal of flammable materials close to buildings. This is an area of great concern and further discussions are to be held regarding the gradual removal of all cedars and junipers that are close to homes which are a potential fire hazard. Council will work out a plan to help with removal of bushes and trees which may pose a possible fire hazard to structures.

F.3. (Landscaping) Report attached.

Discussion was held on the proposed Weedman contract and the higher costs. There is a significant increase due to rising costs and the recent recalculations of the size of our maintained areas. Landscaping will be looking at ways to reduce costs in the future while still maintaining an acceptable standard of lawn areas.

MOTION: (Landscaping) Council directs Paul Parker to confirm the Weedmans proposed 2025 contract on behalf of Council in the amount of \$4718.40 taxes included

SECONDED (Vice Chair/Bylaws)
CARRIED 7 Of 7

F.4. WWMR Report Attached.

WWMR is waiting for the 12 week check on the installation of the lift station.

G. Next meeting February 23, 2025 via zoom at 0930 hours.

H. Adjourned 1019 hours.

Chair

- **Nothing to Report**

Vice Chair

- **Nothing to Report**

Secretary

- **Nothing to Report**

Treasurer

- With the arrival of new owners in unit 3, I have updated their information in our website emailing list and our auto debit system for condo fees.
- In November our Waste Water Management System GIC bond matured. \$50,000 was reinvested and the interest, \$4,061, from the last two years, was deposited into our First Credit Union savings account. We now need to decide where to put this money. The options (to be discussed at the meeting) include:
 - Sending a rebate to each unit. This would work out to \$135 per unit.
 - Reducing next year's monthly fees. This would work out to \$11 per unit per month.
 - Putting the money towards the pump that we replaced in the fall and reimburse the CRF \$4061.

Maintenance

- Repairs have been done to unit 1 deck, with the exception of painting the flashing in the spring.
- Moss killer has been purchased, and will be applied once we can confirm multiple days of sunny weather with no frost.
- Soffits at unit 10 secured as per maintenance request.
- Unit 6 requested a new front door window due to seal problem; this will be added to the growing list, and addressed in the spring

Landscaping

Weedman has been in contact with Paul for the 2025 season. So he passed this on to Council and he will wait to hear back on the Council decision of what they want to do. Last year the price was \$3579.03 which included a free moss application on a promotion. The 2025 price has increased quite a bit. The price they initially quoted for 2025 is \$6291.20. The reason for the increase is as follows:

- They measured our area last summer and found our area is 99,000 sq. ft. Over the years they have based their price on 66,000 sq. ft. so we were getting a great deal.
- When they realized this they had no choice but to charge the quoted price.

Paul talked to them and was able to get them down to \$4718.40 taxes included. The quotes from 2024 and 2025 are attached, for Council to look over. Weedman told Paul the price is good till Jan 30/25. Paul has asked Council to let him know how we want him to proceed.

Waste Water Management

- Nothing unusual to report. All systems functioning within the parallel's set by the MOE.

Balance Sheet - LLE - As of 2025-01-22
(in Canadian Dollars) (Cash Basis)

2025-01-22

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Account	2025-01-22 Balance
ASSETS	
Cash and Bank Accounts	
CRF Chequing	65,943.12
First CU Membership Shares	25.00
First CU Ownership	4.88
First CU RV cheq	2,086.39
First CU SRF savings	5,386.72
OPERATING Chq	52,156.90
CCCU Member Shares	5.15
Petty Cash	200.00
TOTAL Cash and Bank Accounts	125,808.16
Other Assets	
CRF 3YR GIC (106)	11,134.70
CRF 5YR GIC (102)	23,077.23
CRF CCCU 006 GIC **7130	24,453.24
CRF CCCU 008 GIC **8417	47,371.11
First CU Septic Bond RESTRICTED	50,000.00
TOTAL Other Assets	156,036.28
TOTAL ASSETS	281,844.44
LIABILITIES & EQUITY	
LIABILITIES	0.00
EQUITY	281,844.44
TOTAL LIABILITIES & EQUITY	281,844.44

CRF report - LLE - As of 2025-01-22
(in Canadian Dollars)

2025-01-22

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Account	2025-01-22 Balance
Bank Accounts	
CRF \$ in Operating Acct	34,432.00
CRF Chequing	65,943.12
TOTAL Bank Accounts	100,375.12
Asset Accounts	
CRF 3YR GIC (106)	11,134.70
CRF 5YR GIC (102)	23,077.23
CRF CCCU 006 GIC **7130	24,453.24
CRF CCCU 008 GIC **8417	47,371.11
TOTAL Asset Accounts	106,036.28
OVERALL TOTAL	206,411.40

2025-01-22

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Date	Category	Memo	Amount
EXPENSES			-47,918.53
Bureau Veritas Canada (2019) Inc.			-390.66
2024-12-27	700 WWM (Septic) 9220:710 Lab Anal...	INVOICE # VA11356987 I...	-390.66
Caft Admin Fee			-53.48
2024-12-01	310 ADMIN 9284:315 Bank Charges:3...	CAFT Admin Fee	-53.48
Core Water Management Ltd			-992.22
2024-12-03	700 WWM (Septic) 9220:701 Core Water	Monthly retainer	-656.25
	700 WWM (Septic) 9220:710 Lab Anal...	Water sample	-335.97
Direct Deposit Vis			0.00
2024-12-18	310 ADMIN 9284:340 General Operating Bond matures		23,077.23
2024-12-18	310 ADMIN 9284:340 General Operating Bond reintated		-23,077.23
Online Bill Waypoint			-39,968.00
2024-12-03	700 WWM (Septic) 9220:770 Insurance		-38,438.00
	700 WWM (Septic) 9220:770 Insurance	Boiler	-661.00
	700 WWM (Septic) 9220:770 Insurance	Building	-869.00
Parker's Ground Care			-3,916.50
2024-12-15	450 LANDSCAPING 8960:455 Ground...	Landscaping Services 2024	-3,916.50
Pre-auth Debit Strata Plan Vi...			-243.00
2024-12-17	500 UTILITIES 9220:520 BC Hydro	Pre-Auth Debit STRATA P...	-243.00
Ron LaRoy			-146.16
2024-12-06	400 MAINTENANCE 8960:412 Maint. ...	Various jobs	-125.00
	400 MAINTENANCE 8960:410 Repairs...	Light bulbs	-8.96
	400 MAINTENANCE 8960:417 Mileage...	P/U supplies	-12.20
Suzan Chamney			-2,113.54
2024-12-03	700 WWM (Septic) 9220:710 Lab Anal...	Bureau Veritas VA11340210	-140.64
	700 WWM (Septic) 9220:710 Lab Anal...	Bureau Veritas VA11316231	-140.64
	400 MAINTENANCE 8960:429 Founda...	Roto Router 4 invoices	-1,832.26
TELUS			-94.97
2024-12-02	700 WWM (Septic) 9220:740 Communi...	Pre-Auth Debit THE OWN...	-52.19
2024-12-31	700 WWM (Septic) 9220:740 Communi...	Pre-Auth Debit THE OWN...	-42.78
OVERALL T...			-47,918.53

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Category	2024-08-01 Actual	- Budget	2024-12-31 Difference
EXPENSES	77,162	99,194	22,032
310 ADMIN 9284	2,312	4,804	2,492
315 Bank Charges	315	325	10
320 Office expenses	315	319	4
323 Depreciation Report	0	1,260	1,260
325 Professional & Legal Fees	281	500	219
335 Honorariums	1,400	1,400	0
345 Operating Contingency	0	1,000	1,000
350 INSURANCE 8690	38,438	42,000	3,562
400 MAINTENANCE 8960	2,444	6,050	3,606
410 Repairs Parts	252	250	-2
412 Maint. Labour	125	100	-25
415 Contractor work	0	250	250
417 Mileage for maintenance	12	50	38
420 Gutters & Moss	54	3,000	2,946
423 Window repairs	0	50	50
425 Roofing	0	700	700
429 Foundation & Drain Tile	1,832	500	-1,332
430 Deck repairs	0	50	50
441 Fence repairs	169	50	-119
445 Snow Removal	0	1,050	1,050
450 LANDSCAPING 8960	20,801	28,235	7,434
451 Landscaping general	8	500	492
452 Mileage for Landscaping	6	200	194
453 Landscaping labour	50	500	450
454 Entrance Upgrades	0	1,000	1,000
455 Groundskeeping	19,583	19,585	3
456 Yard waste	394	300	-94
457 Weed Control & Fertilizer	0	0	0
459 Trees	0	5,000	5,000
461 Sprinkler parts & rentals	561	950	390
462 Sprinklers labour	200	200	0
500 UTILITIES 9220	2,550	3,477	927
510 Water	1,066	1,900	834
520 BC Hydro	1,407	1,500	93
530 Utility Trailer	77	77	0
700 WWM (Septic) 9220	10,617	14,628	4,011
701 Core Water	3,281	3,281	0
705 Core Water callouts	3,167	625	-2,542

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Category	2024-08-01 Actual	- Budget	2024-12-31 Difference
710 Lab Analysis	1,149	1,302	153
725 Treatment System	1,023	3,325	2,302
730 Disposal	0	1,680	1,680
740 Communication & Control	205	180	-24
750 Emergency power (generator)	262	1,532	1,270
760 Ministry of Environment	0	203	203
765 EOCP (every three years)	0	0	0
770 Insurance	1,530	1,500	-30
780 WWTP Contingency	0	1,000	1,000
Net Difference:	-77,162	-99,194	22,032