

MINUTES REGULAR STRATA COUNCIL MEETING

April 19, 2026 via Zoom



Participants: Murray Blackie, Chair; Jane Rothmund, Vice-Chair/Bylaws; Suzan Chamney, Treasurer; Emma Williams, Secretary; Violet Van Hees, Landscaping Coordinator; Hugh Jackson, WWMR; Ron Hunter, Maintenance Coordinator

A. Meeting called to order by the Chair at 10:01 hours.

B. Approval of Agenda

MOTION: (Treasurer) To adopt the Agenda of Strata Council Meeting April 19, 2026.

SECONDED (Vice Chair/Bylaws)

CARRIED 7 of 7

C. Approval of Minutes

MOTION: (Landscaping) To approve the Minutes of Strata Council Meeting held March 15, 2026, as circulated.

SECONDED (Chair)

CARRIED 7 of 7

D. Acceptance of Reports

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

SECONDED (Vice Chair/Bylaws)

CARRIED 7 of 7

E. Business

Maintenance

- Roof Quote update: we have received six quotes for the LLE roofing project. After reviewing, comparing the quotes, and interviewing each representative, Council has agreed to approach a local roofing contractor from Qualicum Beach. Once this contractor answers Council's final questions from this meeting we will make a final decision to proceed.

MOVED: (Vice Chair/Bylaws) After the SGM has given financial approval we would like to engage a local roofing contractor to replace the roofs (for units 1-2, 9-10, 21-22) that need replacing for 2026.

SECONDED (Secretary)

CARRIED 7 of 7

- Perimeter Fence Update
 - The front fence has mostly been completed. Has been pressure washed and repaired. Stain has been ordered and will be stained when the weather is good for a period.
 - Council would like to acknowledge all the hard work and effort that has been put forth by the team in completing this project so quickly and effectively! (Report below on completion of the fence)

Finance

- No questions or comments

Miscellaneous

- Culvert Proposal

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MOVED: **(Vice Chair/Bylaws)** To approve the construction of a culvert adjacent to the RV parking lot pending more information on costs and where those costs will be absorbed.

SECONDED **(Chair)**

CARRIED 7 of 7

Action item: Ron to connect with the culvert crew to get prices and information on where the cost will be accounted for.

(Governance)

- **SGM**

- Confirm Chair
- Door Registration and counting ballots
- Secret Ballots
- Zoom set up

- **Action items:**

- Emma to ask 2 people to be at the door for registration, also to make sure all the connections at the legion are in place to run zoom and the overhead projector
- Suzan to chair the meeting
- Council agrees on secret ballots for items 1,2 and 3

Council would like to thank Suzan Chamney for all the work she has done for the SGM Package. There was a lot of correspondence needed with the lawyer and drawing up the resolutions. Thank you for your dedication to our strata!

F. Next meeting May 10, 2026 via zoom at 10:00am.

G. Adjourn 11:08am

Strata Council Reports

Financial Report

We have renewed our VISOA membership.
Monthly Financials are attached.

WWM Report

Water appearing on surface of gravel filter caused by a cracked pipe from the rotary valve which sends the recycled water to the laterals in the filter system. Cracked section cut out and new one installed. Filter system returned to normal.

Fencing Report

After considerable discussion it has been decided that we should not stain the fence that has been reinforced and pressure washed at this time. The reasons are:

1. Working with the fence we encountered considerable moss and mold on the boards, which the pressure washer helped remove. However, staining over this may result in the stain being far less effective than leaving the boards to dry out further.
2. We did not pressure wash the back-side of the fence, which was largely covered with moss and mold. We don't believe we are going to get much of an advantage on longevity by staining only our side of the fence.
3. Finally, everyone who has commented to us on the fence seems happy with its appearance after it was pressure washed. It certainly is reinforced now and should hopefully stand up for another 16 years (Dave Milligan thinks it was built in 2010).

So, the fence project is completed for this year.

Thank you so much for the support of volunteers in this project, as their ideas and enthusiasm were critical to our success.

Thanks, Adrian Johnston

Landscaping report:

- **Spring start-up of the strata irrigation system:**
 - Ron Laroy, before he left in March, turned on the water into the strata's main irrigation lines. (The valves for the sprinklers around our units that we take care of via controls in each strata unit still need to be turned on, unless you have already done that for your unit.)
 - **For the areas watered by the strata** (the big grass areas by the entrance way, the grass areas around the lower pond, and some areas up by the RV parking), Jo Ann, Adrian, Paul and Violet will be looking at strata sprinkler control boxes and strata sprinklers this Friday (April 24) starting at 9:30 a.m. across from Units 4/5/6. **If you have experience with starting the strata sprinklers up - or you would like to learn about that - and you are willing to help on Friday, please join us!**

- **For the areas right around our homes:** You can turn on the valve for water for the sprinklers around your home, which your unit controls from the timer in your unit. If you want/need help to do this, please contact Violet before this Friday (April 24) at: violet@violetvanhees.com. If you notice broken sprinklers, etc., please let Violet know.
- **Sprinkler System Coordinator:** We are looking for someone who is willing to become the Sprinkler System Coordinator, now that Ron LaRoy (who has done this for quite a few years) has moved away. [Here is a link](#) to the description of the position and its duties. For quick reference, here are the identified duties:

Managing the sprinkler system, including:

- Organizing the spring start up and fall irrigation blowout volunteer days.
- Setting strata system's watering timers.
- Assisting owners with their sprinkler system timers.
- Repairs to the system itself.

This is a great role for someone who likes doing very practical things, is good at figuring out how to fix things, and is interested and willing to learn the specifics of what is needed. **You will be much appreciated by strata residents!**

(Note: The spring start-up and fall blow-out of the irrigation system are done as strata work parties with lots of strata residents helping out, and the Landscaping position can help organize those work parties.)

- **Mowing season has started**, and Paul is out doing a great job once again. Mowing days may vary, depending on the weather. Please move things (chairs, tables, dog nuggets, etc.) off the grass around your home when you hear him at work, so that he has clear and clean access. Thanks!
- **Year 3 of our 3-year plan to remove hazardous trees in and around the ditch:** We will work with Hud Elwood (of Bartlett Tree Experts, formerly Branching Out Urban Forestry) once again, to do the third year of our 3-year plan with him to deal with priority hazardous trees along the ditch on the strata property. (We have to have a certified Arborist to help us with this, because if he identifies a tree as a hazard tree it can be taken down without first getting a permit.)
 - I expect we will return again this year to the area along the homes between the lower pond and the RV area, focusing on alders in that area that are leaning or have weak bases.
 - I will meet with Hud on April 21, to look at trees and to plan which ones to remove this year.
 - I will find out when his crew will be able to come do the work (they will likely be here for one day, or possibly 1.5 days), and I will organize a work party for this. Working with Hud and his team, we (our strata) have over the years developed a way to be able to help them: his crew cuts and does the chipping, and we carry the branches to the chipper or (for the bigger rounds) to beside the road where someone can come pick it up. This means we get more tree work done for our money, because they can focus on what they do best. And, it's pretty interesting to watch them at work, especially when they are working with ropes and such up there in the trees!

1-Balance Sheet - LLE - As of 2026-04-16
(in Canadian Dollars) (Cash Basis)

2026-04-16

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Account	2026-04-16 Balance
ASSETS	
Cash and Bank Accounts	
CRF Chequing	160,603.22
First CU Membership Shares	25.00
First CU Ownership	4.88
First CU RV cheq	3,350.80
First CU SRF savings	494.06
OPERATING Chq	41,894.20
CCCU Member Shares	5.15
Petty Cash	200.00
TOTAL Cash and Bank Accounts	206,577.31
Other Assets	
CRF 3YR GIC (106)	11,134.70
CRF 3YR GIC (108)	23,954.16
CRF CCCU 0010 GIC **8417	48,748.31
CRF CCCU 011 GIC **7130	25,733.21
First CU Septic Bond RESTRICTED	50,000.00
TOTAL Other Assets	159,570.38
TOTAL ASSETS	366,147.69
LIABILITIES & EQUITY	
LIABILITIES	0.00
EQUITY	366,147.69
TOTAL LIABILITIES & EQUITY	366,147.69

2-CRF report - LLE - As of 2026-04-16
(in Canadian Dollars)

2026-04-16

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Account	2026-04-16 Balance
Bank Accounts	
CRF \$ in Operating Acct	24,014.00
CRF Chequing	160,603.22
TOTAL Bank Accounts	184,617.22
Asset Accounts	
CRF 3YR GIC (106)	11,134.70
CRF 3YR GIC (108)	23,954.16
CRF CCCU 0010 GIC **8417	48,748.31
CRF CCCU 011 GIC **7130	25,733.21
TOTAL Asset Accounts	109,570.38
OVERALL TOTAL	294,187.60

2026-04-16

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Date	Category	Memo	Amount
EXPENSES			-10,773.93
Bowser Builders' Supply Ltd			-39.24
2026-03-06	400 MAINT. 8960:410 Repairs Parts	Cedar board and stain	-39.24
Bureau Veritas Canada (2019) Inc.			-653.53
2026-03-06	700 WWM (Septic) 9220:710 Lab Analysis	INVOICE # VA11638059	-148.79
2026-03-29	700 WWM (Septic) 9220:710 Lab Analysis	INVOICE # VA11642969 & VA11...	-504.74
Core Water Management			-656.25
2026-03-06	700 WWM (Septic) 9220:701 Core Water	Invoice 2756	-656.25
Echo Valley Earthworks			-279.83
2026-03-08	920 RV Park Expenses:921 RV expenses	Pit run	-279.83
Greystone Roofing			-4,331.25
2026-03-27	400 MAINT. 8960:425 Roofing	Roof survey	-4,331.25
Interac E Transfer			-258.56
2026-03-29	920 RV Park Expenses:921 RV expenses	Gravel for RV	-258.56
Parker's Ground Care			-3,916.50
2026-03-15	450 LANDS. 8960:455 Groundskeeping	Landscaping Services 2026	-3,916.50
Ron LaRoy			-268.32
2026-03-06	--Split--	sprinkler repairs and maintenanc...	-268.32
Suzan Chamney			-240.69
2026-03-01	310 ADMIN 9284:320 Office expenses	Annual Zoom fee	-240.69
TELUS			-85.56
2026-03-03	700 WWM (Septic) 9220:740 Communicati...	Pre-Auth Debit THE OWNERS T...	-42.78
2026-03-31	700 WWM (Septic) 9220:740 Communicati...	Pre-Auth Debit THE OWNERS T...	-42.78
Tom Tryon			-40.00
2026-03-28	920 RV Park Expenses:921 RV expenses	Packer Rental	-40.00
WorkSafeBC			-4.20
2026-03-08	400 MAINT. 8960:412 Maint. Labour	Annual fee	-4.20
OVERALL TOT...			-10,773.93

2026-04-16

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Category	2025-08-01 Actual	- Budget	2026-03-31 Difference
EXPENSES	89,317	119,795	30,478
310 ADMIN 9284	3,173	6,345	3,171
315 Bank Charges	483	520	37
316 eTrans fees	14	92	79
317 CAFT charges	428	428	0
Other 315 Bank Charges	42	0	-42
320 Office expenses	730	630	-100
323 Depreciation Report	0	1,260	1,260
325 Professional & Legal Fees	0	695	695
335 Honorariums	1,960	2,240	280
340 General Operating	0	0	0
345 Operating Contingency	0	1,000	1,000
Other 310 ADMIN 9284	0	0	0
Everything Else	0	0	0
350 INSURANCE 8690	36,915	42,000	5,085
Buildings	36,915	42,000	5,085
Other 350 INSURANCE 8690	0	0	0
400 MAINT. 8960	8,708	16,975	8,267
405 Maintenance General Repairs	150	100	-50
410 Repairs Parts	100	400	300
412 Maint. Labour	4	200	196
415 Contractor work	391	1,500	1,109
417 Mileage for maintenance	68	50	-18
420 Gutters & Moss	3,351	3,000	-351
423 Window repairs	0	50	50
425 Roofing	4,331	4,000	-331
426 Attics	0	2,000	2,000
429 Foundation & Drain Tile	313	4,000	3,687
430 Deck repairs	0	50	50
441 Fence repairs	0	50	50
445 Snow Removal	0	1,575	1,575
Other 400 MAINT. 8960	0	0	0
450 LANDS. 8960	28,737	35,751	7,014
451 Landscaping general	0	500	500
452 Mileage for Landscaping	66	100	34
453 Landscaping labour	0	500	500
454 Entrance Upgrades	0	0	0
455 Groundskeeping	23,499	23,501	2
456 Yard waste	500	400	-100
457 Weed Control & Fertilizer	4,165	5,000	835

2026-04-16

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Category	2025-08-01 Actual	- Budget	2026-03-31 Difference
459 Trees	0	5,000	5,000
461 Sprinkler parts & rentals	332	550	218
462 Sprinklers labour	175	200	25
Everything Else	0	0	0
500 UTILITIES 9220	1,112	3,327	2,215
510 Water	1,112	1,250	138
520 BC Hydro	0	2,000	2,000
530 Utility Trailer	0	77	77
700 WWM (Septic) 9220	10,671	15,397	4,726
701 Core Water	5,022	5,250	228
705 Core Water callouts	420	2,000	1,580
710 Lab Analysis	1,872	2,100	228
725 Treatment System	0	1,000	1,000
730 Disposal	1,172	1,700	528
740 Communication & Control	342	344	2
750 Emergency power (generator)	134	150	16
760 Ministry of Environment	203	203	-0
765 EOCP (every three years)	0	100	100
770 Insurance	1,506	1,550	44
780 WWTP Contingency	0	1,000	1,000
Net Difference:	-89,317	-119,795	30,478