

MINUTES REGULAR STRATA COUNCIL MEETING

June 7th, 2026 via Zoom



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

A. Meeting called to order by the Chair at 9:58AM hours.

B. Approval of Agenda

MOTION: (Treasurer) To adopt the Agenda as amended of Strata Council Meeting June 7, 2026.
SECONDED (Vice Chair/Bylaws)
CARRIED 5 of 5

C. Approval of Minutes

MOTION: (Vice Chair/Bylaws) To approve the Minutes of Strata Council Meeting held May 10, 2026, as circulated.
SECONDED (Secretary)
CARRIED 5 of 5

D. Acceptance of Reports

MOVED: (Landscaping) To accept the Reports and Financial Statements from the Strata Council members.
SECONDED (Vice Chair/Bylaws)
CARRIED 5 of 5

E. Business

Bylaws

- **Complaint procedure/ Policy reminder...** Any complaint needs to be submitted in writing to the appropriate strata council member. (This procedure was put in place both to ensure the complaint is clearly stated for the strata council to respond to, also to give individual strata council members some "space" in their daily lives here.) Please submit your complaints, concerns and suggestions to council in writing for discussion.
As posted on our website <https://www.vis5801.ca/rules/>:
All concerns pertaining to rules and bylaws are to be submitted in writing to the Bylaws Officer. All other concerns are to be addressed to the appropriate Strata Council member in writing.
- **Application for Alteration procedure and policy reminder...** Please make sure you submit an Alteration Agreement Application and get approval **before** changes are made.
- Alteration application for unit 27 requesting a black metal hog wire fencing panel has been submitted. Since this style of metal fencing has not yet been discussed with owners, it will be taken to the AGM to be voted on.

Maintenance

- Portfolio update- Ron H. has stepped down as Maintenance Coordinator.
- We will post a request to owners that we are in need of a new [Maintenance Coordinator](#). Please note this is just a coordinator position. Not for you to complete the work yourself.

- Our Glass has been to the strata to give us quotes on some window repairs.
- Trevor Barter has been engaged to replace three roofs. Re-roofing will take place from mid-July to the first week of August.

Finance

- No questions or comments regarding monthly financials
- Budgeting for 2026-27- Discussion was had that based on the results from the survey, (see report for details). At the AGM the proposed Budget for 2026-27 will include a raise in the monthly CRF contributions of \$150/month/unit to accumulate funds for the next roof replacements.

Landscaping

- See reports

Miscellaneous

- AGM 2026- Need to choose a date: August 23rd, 2026. At the Bowser Legion at 2pm.

Action item: Emma to check the date

F. Next meeting July 19, 2026 via zoom at 10:00am.

G. Adjourn 11:09am

Strata Council Reports

Landscaping report

- Bartlett Tree Services (Hud Elwood's team) were here on June 2 and 3 to once again take down and remove a bunch of hazard trees along the ditch area. A BIG thanks to everyone from the strata who came out to help with that! This was the third year of our "3-year plan" with Hud to remove priority hazard trees along the ditch.
- In the absence of someone stepping forward to be the [Sprinkler System Coordinator](#) for the strata, I am stepping in to coordinate what is needed. There are some things I am able to do, and other things I will ask for help for or hire someone to do. Please note that I will respond to maintenance requests and/or complaints as and when I have time to do it (which will likely not be as fast as Ron LaRoy used to respond). And, I am on a steep learning curve, so I will seek out and gladly receive help from others in the strata who know about sprinklers and irrigation things!
 - As one part of this, we have found and started working with "Handy Sandy", to help us with irrigation system things that are beyond our knowledge and capacity to do on our own as a strata.
 - She recently replaced (*with Don Bannerman's help - thanks Don!*) the manifold and timer for the strata irrigation hub that runs up by the track and under the hedges going up to the RV area.
 - Sandy has also been helping with the replacement of some sprinkler heads, and teaching us a bit about that.
- Parker's Lawn Care (Paul) has been doing a great job with the mowing, as he has in previous years.
 - Paul's usual mowing days are Tuesday and Wednesday, so please don't water on those days until Wednesday evening because the grass is harder to mow and pick up when it is wet.
- Please do water your grass enough to keep it a bit green, and water your shrubs and hedges enough to keep them healthy, at this time. (If higher-level water restrictions come in, please prioritize keeping the hedges alive.) Thanks!
- As a "heads up", I will likely step down from the strata council at the strata's AGM this August. This means I will no longer be the "landscape" person on the strata council. I will happily continue to help with projects, and I could continue to do Sprinkler System Coordinator functions (unless someone else steps up to do that!).

Treasurer's Report

- We are working on the 2026-27 budget.
- Results from the Roof Funding Survey are below. Since a majority of owners who responded are comfortable with at least an increase of \$150/month/unit to help pay for roofs in the coming years, that's what we will set in our proposed budget.

Totals:	Units	PREFERENCE			
	Responded	Levy	Monthly	Combo	No pref
	22	11	5	5	1
	Percentage of responses:				
		50%	23%	23%	5%

Percentage:	AMOUNT COMFORTABLE ADDING TO CRF MONTHLY CONTRIBUTIONS						
	\$300	\$250	\$200	\$150	\$100	\$50	\$0
	3	1	4	3	2	2	7
	3	4	8	11	13	15	22
	14%	18%	36%	50%	59%	68%	100%

- We have signed contracts with Trevor Barter and we will be sending him a retainer cheque shortly. Work is scheduled to take place between the middle of July and the end of the first week of August.
- BCAA is offering discounts on properties that have been FireSmart BC certified. We will show this to our insurer and also ask for a quote from BCAA for the upcoming insurance year.



Hi Suzan,

It's important for British Columbians to take steps to better protect their property from wildfires. A FireSmart BC home assessment will improve your property's wildfire resilience and if you own your property, you could save on BCAA Home Insurance.

- ✓ **Save 15% on one-year of BCAA Home Insurance simply for completing the assessment.** Ask your Wildfire Mitigation Specialist for the unique promo code during their visit.
- ✓ **Enjoy an additional 10% of ongoing savings when you complete the list of recommended actions** in the home assessment and get your property FireSmart BC certified.

[BOOK A FREE ASSESSMENT](#)

VIS 5801 2026-2027 Budget

OPERATING EXPENSES		AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	TOTALS	ESTIMATES	ACTUALS	ACTUALS
310	Admin																
315	Bank charges	\$57	\$57	\$57	\$57	\$57	\$57	\$57	\$57	\$57	\$57	\$57	\$57	\$684	\$680	\$748	\$775
320	Office Expenses	\$197	\$100	\$93				\$240			\$122	\$120		\$872	\$1,092	\$831	\$1,285
323	Depreciation Rpt / Insurance Appr													\$0	\$0	\$0	\$4,809
325	Professional / Legal Fees	\$600							\$195					\$795	\$795	\$476	\$371
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											\$25		\$25	\$230	\$713	\$0
345	Operating Contingency	\$1,000												\$1,000	\$0	\$400	\$462
													Admin Subtotal:	\$6,736	\$6,157	\$6,528	\$11,062
350	Insurance					\$42,000								\$42,000	\$36,915	\$38,438	\$38,873
400	Maintenance																
405	Maintenance general repairs	\$100												\$100	\$0	\$0	\$0
410	Repair parts / rentals	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$600	\$110	\$348	\$642
412	Maintenance Labour general	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$300	\$154	\$325	\$125
415	Contractor work	\$500												\$500	\$391	\$1,675	\$3,347
417	Mileage for maintenance	\$50	\$50	\$50								\$50		\$200	\$189	\$66	\$49
420	Gutters/Moss			\$3,000										\$3,000	\$3,626	\$942	\$2,310
423	Window repairs	\$50												\$50	\$2,000	\$0	\$0
425	Roofing repairs	\$4,000												\$4,000	\$4,331	\$4,148	\$993
426	Attics	\$2,000												\$2,000	\$0	\$0	\$0
429	Foundation & Storm Drainage	\$4,000												\$4,000	\$313	\$4,330	\$431
430	Deck repairs	\$50												\$50	\$0	\$0	\$0
441	Fence repairs	\$50												\$50	\$2,070	\$169	\$0
445	Snow Removal					\$525	\$525	\$525						\$1,575	\$0	\$472	\$1,024
													Maintenance Subtotal:	\$16,425	\$13,184	\$12,475	\$8,921
450	Landscaping																
451	Landscaping general	\$500												\$500	\$450	\$457	\$866
452	Mileage for landscaping			\$100							\$100			\$200	\$66	\$101	\$290
453	Landscaping labour	\$500												\$500	\$425	\$50	\$325
454	Entrance upgrades													\$0	\$1,171	\$1,571	\$1,000
455	Groundskeeping	\$3,917	\$3,917	\$3,917	\$3,917	\$3,917		\$3,917	\$3,917	\$3,917	\$3,917	\$3,917	\$3,917	\$39,165	\$39,165	\$39,165	\$34,589
456	Yard waste removal	\$100	\$100	\$100							\$100	\$100	\$100	\$600	\$625	\$696	\$671
457	Weed Control & Fertilizer					\$5,000								\$5,000	\$4,165	\$4,718	\$3,579
459	Trees	\$5,000												\$5,000	\$5,200	\$5,533	\$5,465
461	Sprinklers parts & rentals	\$200	\$200	\$150							\$200	\$200	\$150	\$1,100	\$676	\$1,023	\$1,718
462	Sprinklers labour	\$100	\$100									\$300	\$100	\$600	\$200	\$675	\$375
													Landscaping Subtotal:	\$52,665	\$52,143	\$53,989	\$48,878
500	Utilities																
510	Water	\$300			\$700			\$250			\$250			\$1,500	\$1,785	\$1,502	\$2,239
520	BC Hydro	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$1,800	\$0	\$2,622	\$3,559
530	Utility Trailer			\$77										\$77	\$170	\$77	\$77
													Utilities Subtotal:	\$3,377	\$1,955	\$4,201	\$5,875
TOTAL Operating Expenses		\$23,776	\$5,029	\$8,049	\$5,179	\$47,004	\$6,087	\$1,577	\$4,674	\$4,479	\$5,251	\$5,274	\$4,829	\$121,203	\$110,354	\$115,631	\$113,609

1-Balance Sheet - LLE - As of 2026-06-03
(in Canadian Dollars) (Cash Basis)

2026-06-03

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Account	2026-06-03 Balance
ASSETS	
Cash and Bank Accounts	
CRF Chequing	165,309.53
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	44,243.41
CCCU Member Shares	5.15
Petty Cash	200.00
TOTAL Cash and Bank Accounts	213,632.83
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	373,203.21
LIABILITIES & EQUITY	
LIABILITIES	0.00
EQUITY	373,203.21
TOTAL LIABILITIES & EQUITY	373,203.21

2-CRF report - LLE - As of 2026-06-03
(in Canadian Dollars)

2026-06-03

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Account	2026-06-03 Balance
Bank Accounts	
CRF \$ in Operating Acct	24,014.00
CRF Chequing	165,309.53
TOTAL Bank Accounts	189,323.53
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	298,893.91

2026-06-03

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Date	Category	Memo	Amount
EXPENSES			-8,759.80
Adrian Johnston			-195.35
2026-05-16	400 MAINT. 8960:441 Fence repairs	fence post caps	-195.35
Bowser Builders' Supply Ltd			-1,444.03
2026-05-02	400 MAINT. 8960:441 Fence repairs	4x4 posts	-415.39
2026-05-02	400 MAINT. 8960:441 Fence repairs	Multiple invoices	-1,028.64
Bureau Veritas Canada (2019) Inc.			-148.79
2026-05-02	700 WWM (Septic) 9220:710 Lab Analysis	INVOICE # VA11672641	-148.79
CLEVELAND DOAN			-600.00
2026-05-30	310 ADMIN 9284:325 Professional & Legal Fees	Roofing resolution	-600.00
Core Water Management			-656.25
2026-05-02	700 WWM (Septic) 9220:701 Core Water	Invoice 2788	-656.25
Dave Milligan			-25.00
2026-05-30	450 LANDS. 8960:453 Landscaping labour	sprinkler heads unit #20	-25.00
Don Bannerman			-90.08
2026-05-30	450 LANDS. 8960:461 Sprinkler parts & rentals	Sprinkler system parts	-90.08
Interac E Transfer			-174.00
2026-05-02	400 MAINT. 8960:441 Fence repairs	Fencing costs	-174.00
Parker's Ground Care			-3,916.50
2026-05-15	450 LANDS. 8960:455 Groundskeeping	Landscaping Services 20...	-3,916.50
Pre-auth Debit Deep Bay Vis 5...			-503.11
2026-05-21	500 UTILITIES 9220:510 Water	Pre-Auth Debit DEEP BA...	-164.78
2026-05-21	500 UTILITIES 9220:510 Water	Pre-Auth Debit DEEP BA...	-167.48
2026-05-21	500 UTILITIES 9220:510 Water	Pre-Auth Debit DEEP BA...	-170.85
Ron Hunter			-235.78
2026-05-30	400 MAINT. 8960:417 Mileage for maintenance	Fencing	-120.78
	400 MAINT. 8960:441 Fence repairs	Fencing supplies	-115.00
Service Charge			-19.50
2026-05-02	310 ADMIN 9284:315 Bank Charges:316 eTra...	Service Charge	-1.50
2026-05-02	310 ADMIN 9284:315 Bank Charges:316 eTra...	Service Charge	-1.50
2026-05-02	310 ADMIN 9284:315 Bank Charges:316 eTra...	Service Charge	-1.50
2026-05-02	310 ADMIN 9284:315 Bank Charges:316 eTra...	Service Charge	-1.50
2026-05-16	310 ADMIN 9284:315 Bank Charges:316 eTra...	Service Charge	-1.50
2026-05-16	310 ADMIN 9284:315 Bank Charges:316 eTra...	Service Charge	-1.50
2026-05-20	310 ADMIN 9284:315 Bank Charges:316 eTra...	Service Charge	-1.50
2026-05-30	310 ADMIN 9284:315 Bank Charges:316 eTra...	Service Charge	-1.50
2026-05-30	310 ADMIN 9284:315 Bank Charges:316 eTra...	Service Charge	-1.50
2026-05-30	310 ADMIN 9284:315 Bank Charges:316 eTra...	Service Charge	-1.50
2026-05-30	310 ADMIN 9284:315 Bank Charges:316 eTra...	Service Charge	-1.50
2026-05-30	310 ADMIN 9284:315 Bank Charges:316 eTra...	Service Charge	-1.50
2026-05-30	310 ADMIN 9284:315 Bank Charges:316 eTra...	Service Charge	-1.50
Suzan Chamney			-213.88
2026-05-16	310 ADMIN 9284:320 Office expenses	Annual Zoom and Quicke...	-384.57
2026-05-20	310 ADMIN 9284:320 Office expenses	Annual Zoom fees return	240.69
2026-05-30	500 UTILITIES 9220:530 Utility Trailer	Registration	-70.00
Tannis McKinnon Charest			-241.00
2026-05-20	500 UTILITIES 9220:530 Utility Trailer	Parts to fix electrical	-99.47
	400 MAINT. 8960:441 Fence repairs	Refreshments for volunte...	-141.53

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Date	Category	Memo	Amount
TELUS			-42.78
2026-05-01	700 WWM (Septic) 9220:740 Communication ...	Pre-Auth Debit THE OW...	-42.78
Violet van Hees			-253.75
2026-05-30	450 LANDS. 8960:461 Sprinkler parts & rentals	Sprinkler parts	-253.75
OVERALL TOT...			-8,759.80

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Category	2025-08-01 Actual	- Budget	2026-05-31 Difference
EXPENSES	104,362	132,188	27,826
310 ADMIN 9284	5,186	7,157	1,971
315 Bank Charges	617	650	33
316 eTrans fees	83	115	33
317 CAFT charges	535	535	0
Other 315 Bank Charges	0	0	0
320 Office expenses	744	752	8
323 Depreciation Report	0	1,260	1,260
325 Professional & Legal Fees	795	695	-100
335 Honorariums	2,800	2,800	0
340 General Operating	230	0	-230
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	10,899	17,125	6,226
405 Maintenance General Repairs	0	100	100
410 Repairs Parts	100	500	400
412 Maint. Labour	154	250	96
415 Contractor work	391	1,500	1,109
417 Mileage for maintenance	189	50	-139
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	2,070	50	-2,020
445 Snow Removal	0	1,575	1,575
Other 400 MAINT. 8960	0	0	0
450 LANDS. 8960	36,939	44,083	7,144
451 Landscaping general	0	500	500
452 Mileage for Landscaping	66	200	134
453 Landscaping labour	25	500	475
454 Entrance Upgrades	0	0	0
455 Groundskeeping	31,332	31,333	1
456 Yard waste	500	600	100
457 Weed Control & Fertilizer	4,165	5,000	835

2026-06-03

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Category	2025-08-01 Actual	- Budget	2026-05-31 Difference
459 Trees	0	5,000	5,000
461 Sprinkler parts & rentals	676	750	74
462 Sprinklers labour	175	200	25
Everything Else	0	0	0
500 UTILITIES 9220	1,784	4,077	2,293
510 Water	1,615	1,500	-115
520 BC Hydro	0	2,500	2,500
530 Utility Trailer	169	77	-92
700 WWM (Septic) 9220	12,638	17,746	5,108
701 Core Water	6,335	6,563	228
705 Core Water callouts	883	2,500	1,617
710 Lab Analysis	2,020	2,400	380
725 Treatment System	0	1,000	1,000
730 Disposal	1,172	1,700	528
740 Communication & Control	385	430	45
750 Emergency power (generator)	134	300	166
760 Ministry of Environment	203	204	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:	-104,362	-132,188	27,826