

MINUTES REGULAR STRATA COUNCIL MEETING

September 6th, 2026 via Zoom



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

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

B. Approval of Agenda

MOTION: (Treasurer) To adopt the agenda as amended of Strata Council Meeting September 6, 2026.

SECONDED (Landscaping)

CARRIED 7 of 7

C. Approval of Minutes

MOTION: (Vice Chair/Bylaws) To approve the Minutes of Strata Council Meeting held July 19, 2026, as circulated.

SECONDED (Maintenance)

CARRIED 7 of 7

D. Acceptance of Reports

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

SECONDED (Landscaping)

CARRIED 7 of 7

E. Business

Governance:

- Council positions:

MOTION: (Treasurer) To accept the Council positions as:

Chair: Murray Blackie

Vice Chair/By Laws: Heidi Hunter

Treasurer: Suzan Chamney

Secretary: Emma Williams

Maintenance: Ron Gothe

Landscaping: Jane Rothmund

WWM: Hugh Jackson

SECONDED(Vice Chair/Bylaws)

CARRIED 7 of 7

- Registering Resolution H.3. on title.

Action Item: Secretary to contact notary to proceed with registration.

Secretary:

- Alteration Agreement Unit 10 – heat pump

MOTION: (Treasurer) To accept the alteration application with plot plan for Unit 10's heat pump installation

SECONDED(Vice Chair/Bylaws)

CARRIED 7 of 7

- Alteration Agreement Unit 10 – garden

MOTION: (Secretary) To accept the alteration application with plot plan for Unit 10's garden/fence as per the most recent plot plan, which is dated September 2, 2026.

SECONDED(Treasurer)

CARRIED 7 of 7

Action Item: Secretary will sign the approval and return a digital copy of each to unit 10 as well as uploading a signed copy of each to the OneDrive.

- Alteration Agreement Application Unit 8 – move fence and install gate
No revised plot plan was received in time for the meeting, discussion was had, no motion was made. Waiting for an updated plot plan.

Action Item: Council to approach Unit 8 to provide assistance with clarification regarding the plot plan.

- Alteration Agreement Unit 27 – fence. A new alteration agreement is in process for replacement of unit 27's entire fencing.

Maintenance

- Unit 1 maintenance request - Rectangular ornate glass pane window to the east of the front door appears to have lost its vacuum.
Discussion was had.

Action Item: Maintenance will work with Unit 1 and move forward with replacement.

- Addressing patio door windows with enclosed blinds.
Windows with blinds between the glass panes fail three times as often as regular windows. It is felt that the strata should not be responsible for the consequences of an upgrade, therefore, going forward, strata will not take responsibility for the future replacement of any new installations of windows with blinds in them. When they fail, the strata will replace currently existing windowpanes with enclosed blinds with regular windowpanes (without internal blinds). If an owner chooses to have windows with blinds inside, they will have to sign an Assumption of Liability form for those windowpanes as it will be considered an Alteration. As is the current practice, the owner will pay for the difference between the cost of clear windowpanes and windowpanes with blinds.

MOTION: (Secretary) Strata will replace currently existing windowpanes with blinds inside them with plain glass the first time they fail. After the first replacement, the owner is responsible for full replacement if they choose to replace the windows with internal blinds again.

SECONDED (Maintenance)

CARRIED 7 of 7

Landscaping

- Landscaping Contract update
- Request from Unit 11 about the trees in the ditch.
Council has decided to cut the problem tree limbs. Violet will lead. Jane, Ron and Dennis have all offered to help.
- Work party to remove bull rushes from the pond

- Fall irrigation blow-out strata work party.
- **Action Items:**
 - Heidi will talk to Paul re Lawn maintenance for 2027 season
 - Jane to work with Violet to organize a work party for clearing the bullrushes from the lower pond
 - Ron to book the compressor for sprinkler blow out. Date will depend on availability of the compressor.

Finance

- No questions or comments regarding monthly financials

Miscellaneous

- WWM: Tank 1 needing to be pumped out approximately around September 15th. We need permission from RDN, so waiting for an answer. Hugh will advise when date is set. On that day we will ask owners to drastically reserve water. A note will be sent out closer to the date.

F. Next meeting October 11, 2026 via zoom at 10:00am.

G. Adjourn 11:12am

Strata Council Reports

Treasurer's Report:

Following the AGM I updated the Budget and Monthly Fee Schedule to reflect the results of the motion to add an additional \$50/unit/month in CRF fees.

I have updated the Pre-Authorised Debit system with the new monthly fees.

Owners have started paying their levies.

Financials for August are attached.

1-Balance Sheet - LLE - As of 2026-09-02
(in Canadian Dollars) (Cash Basis)

2026-09-02

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Account	2026-09-02 Balance
ASSETS	
Cash and Bank Accounts	
CRF Chequing	77,134.16
First CU Membership Shares	25.00
First CU Ownership	4.88
First CU RV cheq	2,590.20
First CU SRF savings	3,142.56
OPERATING Chq	72,587.01
CCCU Member Shares	5.15
Petty Cash	200.00
TOTAL Cash and Bank Accounts	155,688.96
Other Assets	
CRF 3YR GIC (106)	11,557.82
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	159,993.50
TOTAL ASSETS	315,682.46
LIABILITIES & EQUITY	
LIABILITIES	0.00
EQUITY	315,682.46
TOTAL LIABILITIES & EQUITY	315,682.46

2-CRF report - LLE - As of 2026-09-02
(in Canadian Dollars)

2026-09-02

Page 1

Account	2026-09-02 Balance
Bank Accounts	
CRF \$ in Operating Acct	26,000.00
CRF Chequing	77,134.16
TOTAL Bank Accounts	103,134.16
Asset Accounts	
CRF 3YR GIC (106)	11,557.82
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	109,993.50
OVERALL TOTAL	213,127.66

2026-09-02

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Date	Category	Memo	Amount
EXPENSES			-58,907.65
Bowser Builders' Supply Ltd			-3.11
2026-08-31	450 LANDS. 8960:461 Sprinkler parts & rentals	sprinkler part	-3.11
Bureau Veritas Canada (2019) Inc.			-148.79
2026-08-22	700 WWM (Septic) 9220:710 Lab Analysis	INVOICE # VA11747421	-148.79
Core Water Management			-1,380.75
2026-08-31	700 WWM (Septic) 9220:701 Core Water		-1,312.50
	700 WWM (Septic) 9220:705 Core Water call...		-68.25
Parker's Ground Care			-3,916.50
2026-08-15	450 LANDS. 8960:455 Groundskeeping	Landscaping Services 2026	-3,916.50
Pre-auth Debit Strata Plan Vi...			-115.00
2026-08-18	500 UTILITIES 9220:520 BC Hydro	Pre-Auth Debit STRATA PLAN VI...	-115.00
Service Charge			-3.00
2026-08-31	310 ADMIN 9284:315 Bank Charges:316 eTr...	Service Charge	-1.50
2026-08-31	310 ADMIN 9284:315 Bank Charges:316 eTr...	Service Charge	-1.50
TELUS			-45.02
2026-08-31	700 WWM (Septic) 9220:740 Communication...	Pre-Auth Debit THE OWNERS Tel...	-45.02
Trevor Barter Roofing And Siding			-53,295.48
2026-08-22	800 CRF Disbursements 8961:820 Roofing	Invoice #1007	-17,448.85
2026-08-22	800 CRF Disbursements 8961:820 Roofing	Invoice #1006	-18,038.42
2026-08-22	800 CRF Disbursements 8961:820 Roofing	Invoice #1005	-17,808.21
OVERALL TOT...			-58,907.65

2026-09-02

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Category	2026-08-01 Actual	- Budget	2026-08-31 Difference
EXPENSES	5,906	36,996	31,090
310 ADMIN 9284	296	1,842	1,546
315 Bank Charges	56	62	6
320 Office expenses	0	0	0
323 Depreciation Report	0	0	0
325 Professional & Legal Fees	0	500	500
335 Honorariums	240	280	40
340 General Operating	0	0	0
345 Operating Contingency	0	1,000	1,000
Everything Else	56	62	6
350 INSURANCE 8690	0	0	0
Buildings	0	0	0
Everything Else	0	0	0
400 MAINT. 8960	0	10,725	10,725
410 Repairs Parts	0	50	50
412 Maint. Labour	0	25	25
415 Contractor work	0	4,000	4,000
417 Mileage for maintenance	0	50	50
420 Gutters & Moss	0	0	0
423 Window repairs	0	500	500
425 Roofing	0	4,000	4,000
426 Attics	0	1,000	1,000
429 Foundation & Drain Tile	0	1,000	1,000
430 Deck repairs	0	50	50
441 Fence repairs	0	50	50
445 Snow Removal	0	0	0
Everything Else	0	0	0
450 LANDS. 8960	3,920	8,180	4,260
451 Landscaping general	0	500	500
452 Mileage for Landscaping	0	0	0
453 Landscaping labour	0	100	100
455 Groundskeeping	3,917	4,680	764
456 Yard waste	0	100	100
457 Weed Control & Fertilizer	0	0	0
459 Trees	0	1,500	1,500
461 Sprinkler parts & rentals	3	300	297
462 Sprinklers labour	0	1,000	1,000
500 UTILITIES 9220	115	500	385
510 Water	0	400	400
520 BC Hydro	115	100	-15

2026-09-02

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Category	2026-08-01 Actual	- Budget	2026-08-31 Difference
530 Utility Trailer	0	0	0
700 WWM (Septic) 9220	1,575	15,749	14,174
701 Core Water	1,313	656	-657
705 Core Water callouts	68	500	432
710 Lab Analysis	149	450	301
725 Treatment System	0	1,000	1,000
730 Disposal	0	12,000	12,000
740 Communication & Control	45	43	-2
750 Emergency power (generator)	0	0	0
760 Ministry of Environment	0	0	0
765 EOCP (every three years)	0	100	100
770 Insurance	0	0	0
780 WWTP Contingency	0	1,000	1,000
Everything Else	0	0	0
Net Difference:	-5,906	-36,996	31,090