MINUTES OF A REGULAR MEETING
STRATA COUNCIL VIS4673

July 16th, 2018 [Start Time 6:30 P.M.]
1621 Meadowood Way, Qualicum Beach

Council: Dana Mellway, Brian Gallagher, Harry Oppenlander,, Linda Guild, John Mainland, Tim Peligren, Elaine Peligren, Korina Richard

Absent: **Carol Giesinger**

1. Call to Order

Brian Gallagher, President, called the meeting to order at 6:35 p.m.

2. Approval of Agenda

Moved: **Brian**
Second: **Dana**

Move that Council accept the agenda as presented.

Carried

3. Approval of Previous Minutes

Moved: **Brian**
Second: **Tim**

Move that Council approve and accept the minutes from June 25th, 2018 as presented.

Carried

4. Treasurer's Report

a. All financial reports will be on GH computer under "Treasurer's Reports - 2018 July 16th Council meeting. Find attached income statement & cheque register for June 2018. [Exhibit A1 - A 4]

The water invoices for excess usage went out first week in July/2018 and are due no later than Close of Business on July 31/2018.....anything unpaid is fined $10/month until fully paid.

5. Old Business

a. Review Water System and Timeline Update

Newcastle Engineering has been retained by Tim Peligren to design the water system to hook up the new Well 15 on Taylor Walk.

Water System Report:

Attached [Exhibit B1 – B2] are the June 1st, 2018 to June 30th, 2018 Daily Reservoir Readings and Daily Residual Chlorine Readings as provided by our water system provider.

Attached are the watering restrictions [Exhibit C1] for Little Qulalicum River Village. It is imperative that Owners and Residents follow these restrictions during this hot dry season.

b. Expenditures for Approval

Council approved payment of the invoice to Tom Crasemann.for roadside mowing

c. Notice of Civil Claim Suit – Noel Stephen & Judith Munkholm

Dana Mellway, Vice President, indicated no further information has been received during the last month.

d. Civil Resolution Tribunals

Council is still waiting to hear on the outcome of Civil Resolution Tribunal #3613.

e. Telus Update

Dana Mellway indicated the Planning Committee worked their numbers and will be back to us with a response by the end of July.

Council confirmed the telephone system is owned by Strata VIS4673 as identified on Page 15th of the 2017 AGM packages and outlined by Suncor and identified in the Depreciation Report.

If Owners have difficulty with their Telus phone system, please contact Strata Council first. Please phone Tim Peligren at (250) 228-5558 or Dana Mellway at (250) 650-4998.

f. 2017 – 2018 Task List

Council reviewed the task list.

g. Annual General Meeting Date and Planning

Council has confirmed Sunday, November 18th as the meeting date for the Annual General Meeting, with registration starting at 1:00 p.m. and the meeting starting at 2:00 p.m. A representative from CHOA will be chairing the meeting

If Owners want Council to consider any items for discussion at the Annual General Meeting they must write or email Council prior to July 31st for consideration. The mailing address is LQRV Strata VIS4673, 1773 Country Road, Qualicum Beach, B.C., V9K 2S3 or Owners can drop it in the gatehouse mail box in the village, as per the attached [Exhibit D1].

6. By-Law Enforcement

Council received a complaint regarding an aggressive shepherd that was frantically running around the neighborhood with no leash and no owner present.

7. Reports

a. Design Review Committee

The Design Review Committee took a tour of the Village and Tim Peligren showed them where everything was and areas that needed special attention during both the summer and winter months. During this tour the DRC identified three culverts will need to be replaced and will be presenting the costs to the Owners at the AGM

Posting for all the contract positions will be posted in the local paper, on the website and at the mail boxes in the village.

b. Common Property

Council will be presenting a resolution at the AGM to allow for cameras at the garbage area and storage areas.

Council discussed the need for a new playset at Meadowood Park, the existing one needs to be replaced.

Please note the Strata office located at the lower level of the gatehouse is open on Mondays and Wednesdays from 10:00 a.m. to 2:00 p.m.

c. Emergency Preparedness

Carol Giesinger from the Emergency Preparedness Committee was away, so there was nothing to report at this meeting.

d. Correspondence

No outgoing correspondence to report

8. Significant Events

a. Village Community Events

Horseshoes on Tuesday nights at 6:00 pm at Meadowood Park, if rained out then Wednesday or Thursday at 6:00 pm

A Salt Spring Day Trip is scheduled for Saturday, July 21st.

b. Corcan-Meadowood Residents Association Report

Owners are encouraged to visit www.meadowoodresidents.com to obtain the most recent Minutes and Exhibits from our community association.

9. New Business

Little Qualicum River Village is celebrating its 20th birthday this year.

10. Next Meeting Date

The next meeting is scheduled for Monday, August 13th, 2018 at 6:30 p.m. located at 1621 Meadowood Way, Qualicum Beach, B.C. This will be an AGM planning meeting only.

11. Adjournment

Moved: **Dana**
Second: **Linda**

There was no further business and the meeting adjourned at 7:48 p.m.

Carried

_____ _____

Brian Gallagher, President **Date**

_____ _____

Elaine Peligren, Recording Secretary **Date**

Strata Corporation VIS4673
Cheque Log for 10350 CCCU Chequing from 06/01/2018 to 06/30/2018

Cheque No.	Payee	Amount	Cheque Date
059	2018 Property taxes Lots 13 &14.	1,192.04	06-06-2018
060	2 gate clickers returned & refunded.	50.00	06-12-2018
061	May water contract plus testing, cleaning and repairs to well #9 and #13.	6,160.53	06-12-2018
062	Final payment for new bridge & approaches installed in 2017.	14,152.37	06-15-2018
063	Grading Warn Way and fill pot holes.	400.00	06-15-2018
064	Hydro bill for servvices to May 7th.	205.00	06-15-2018
065	Deposit to pump out scum & sludge from 3 treatment plants & disposal. Plus install speed levelers in 2 D-boxes, install irrigation box and back fill.	1,829.00	06-15-2018
066	Supply & install 3/4" and 3' road base.	563.14	06-15-2018
067	Rental charge for 196 sq. ft of office space at 1625 Meadowood Way. This payment covers the period Jan 1/2018 to June 30/2018.	945.00	06-24-2018
068	May gate monitoring & garbage collection plus 96 yards of R.A.P. Also includes hauling left over logs at bridge to block storage unit access. And labour services to cleanup 40 yard bin overfill.	6,816.94	06-24-2018

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EXHIBIT A1-44 [A1]

EXHIBIT A1-A4 [A3]

Strata Corporation VIS4673
Comparative Income Statement

	Actual 11/01/2017 to 06/30/2018		Budget 11/01/2017 to 10/31/2018		Difference
REVENUE					
Strata Fund					
Strata Fees		321,488.00		321,615.00	(127.00)
Strata Forms		1,952.25		0.00	1,952.25
Interest Revenue		393.06		0.00	393.06
Fines		7,458.00		0.00	7,458.00
Fines Written Off		0.00		0.00	0.00
Phone Utility Fees		0.00		0.00	0.00
Water Utility Fees		0.00		0.00	0.00
Garbage Fees		40,508.00		40,508.00	0.00
Other/Extraordinary Income		213.50		0.00	213.50
Donations		0.00		0.00	0.00
Revenue - Fire Extinguishers		0.00		0.00	0.00
Net Strata Fund		372,012.81		362,123.00	9,889.81
TOTAL REVENUE		372,012.81		362,123.00	9,889.81
EXPENSE					
Non Maintenance Expenses					
WorkSafe BC Expense		118.89		0.00	118.89
Donations Expense		0.00		0.00	0.00
Prior Year Accruals		0.00		0.00	0.00
Accounting		318.25		5,500.00	(5,181.75)
Legal & Consulting		329.63		25,000.00	(24,670.37)
Current Year Surplus		0.00		0.00	0.00
Amortization Expense		0.00		0.00	0.00
Allowance for Doubtful Accounts Exp		0.00		0.00	0.00
Cost of Security System		0.00		0.00	0.00
Courier & Postage		0.00		0.00	0.00
Strata Administration		11,590.56		22,159.00	(10,568.44)
Computer Hardware & Software		749.28		1,050.00	(300.72)
Hydro - Utilities		3,262.54		7,000.00	(3,737.46)
Capital Acquisitions - New Bridge		12,000.00		0.00	12,000.00
Garbage Collection		23,360.74		40,508.00	(17,147.26)
Garbage Area Expansion		0.00		0.00	0.00
Property Taxes - Lot 13 & 14		1,192.04		1,500.00	(307.96)
Easements - Lot 13 & 14		0.00		0.00	0.00
Insurance - Regular		15,006.00		15,006.00	0.00
Insurance - Director		0.00		0.00	0.00
Insc - Claims Recovery/Expense		0.00		0.00	0.00
Interest & Bank Charges		149.70		500.00	(350.30)
Minor Improvements		0.00		500.00	(500.00)
Security		1,855.56		0.00	1,855.56
Telephone		506.97		2,500.00	(1,993.03)
Gate Monitoring		6,125.00		10,700.00	(4,575.00)
Bookkeeper		10,650.00		21,300.00	(10,650.00)
Strata Meetings & Supplies		0.00		0.00	0.00
Miscellaneous Committees		0.00		2,000.00	(2,000.00)
Memberships		0.00		0.00	0.00
Non Maintenance Expenses		87,215.16		155,223.00	(68,007.84)
Maintenance Expenses					
Snow Removal - Road Clearing	33,035.15		22,000.00		11,035.15
Snow Removal - Road Sanding/Salting	16,101.60		10,000.00		6,101.60
Snow Removal - Sand & Salt Material	6,569.64		1,200.00		5,369.64
Snow Removal - Sand & Salt Storage	438.00		800.00		(362.00)
Snow Removal - Storage Units Roofs	0.00		1,000.00		(1,000.00)
Snow Removal (Total)		56,144.39		35,000.00	21,144.39
Security Cameras - Camera R&M	0.00		500.00		(500.00)
Security Cameras - Replace Camera	0.00		0.00		0.00

EXHIBIT A1-A4 [A3]

Security Cameras - Computer R&M	0.00		0.00		0.00
Security Cameras (Total)		0.00		500.00	(500.00)
R&M Supplies - Small Tools	0.00		400.00		(400.00)
R&M Supplies - Parts	0.00		100.00		(100.00)
R&M Supplies (Total)		0.00		500.00	(500.00)
Fire Equip't - Hydrants service/rep	0.00		1,000.00		(1,000.00)
Fire Equip't - Tanks, Valves repair	0.00		0.00		0.00
Fire Equip't - Tanks Painting	0.00		0.00		0.00
Fire Equip't & Maint (Total)		0.00		1,000.00	(1,000.00)
Vegetation removal - Tree Trimming	165.00		9,600.00		(9,435.00)
Vegetation Removal -roadside mowing	91.00		5,000.00		(4,909.00)
Vegtation Removal -common area trim	500.00		5,000.00		(4,500.00)
Vegetation Removal/Cleanup (Total)		756.00		19,600.00	(18,844.00)
Roads Maint. - Grading Gravel Roads	8,649.88		16,000.00		(7,350.12)
Roads Maint. - Crush Aggregate	10,463.64		15,000.00		(4,536.36)
Roads Maint - Culvert & Ditch Clean	1,780.00		4,000.00		(2,220.00)
Roads Maint - Pavement Repace & Sup	4,349.60		4,000.00		349.60
Roads Maint - Pavem't Crack Sealing	0.00		9,000.00		(9,000.00)
Roads Maint - Pave't ext/corner wid	0.00		12,000.00		(12,000.00)
Roads Maint - Road Sweeping	480.00		3,000.00		(2,520.00)
Roads Maint - Signs, cleaning,paint	1,622.23		2,000.00		(377.77)
Roads Maint - Emergency/Other	1,896.97		5,529.00		(3,632.03)
Roads Maintenance (Total)		29,242.32		70,529.00	(41,286.68)
Washroom Repairs - Cleaning Contrac	976.63		1,200.00		(223.37)
Washroom Repairs - Bldg Repairs	0.00		200.00		(200.00)
Washroom Repairs - Plumbing Repairs	0.00		200.00		(200.00)
Washroom Repairs (Total)		976.63		1,600.00	(623.37)
Water/Sewerage System - Contract	24,755.31		43,000.00		(18,244.69)
Water/Sewerage Sys - Water Testing	857.40		3,000.00		(2,142.60)
Water/Sewerage - Call-outs, Mileage	1,104.96		2,000.00		(895.04)
Water/Sewerage - Training	0.00		0.00		0.00
Water/Sewerage - Reservoir Cleaning	2,696.30		500.00		2,196.30
Water/Sewerage - Chlorination Suppl	135.00		500.00		(365.00)
Water/Sewerage - Monitoring	3,780.00		200.00		3,580.00
Water/Sewerage - R&M	4,468.49		500.00		3,968.49
Water/Sewerage - Sewerage Testing	548.63		200.00		348.63
Water/Sewerage System (Total)		38,346.09		49,900.00	(11,553.91)
Gatehouse Refurbishment	0.00		0.00		0.00
Garbage Expansion Area	0.00		0.00		0.00
Garbage Expan & GH Refurb (Total)		0.00		0.00	0.00
Water System Repairs - Well Pumps	0.00		500.00		(500.00)
Water System Repairs - Hydrants	0.00		500.00		(500.00)
Water System Repairs - Blending Equ	0.00		500.00		(500.00)
Water System Repairs - Chlorination	0.00		1,500.00		(1,500.00)
Water System Repairs - Reservoir RM	0.00		300.00		(300.00)
Water System- Dist'n Piping Repairs	0.00		1,000.00		(1,000.00)
Water System Repairs (Total)		0.00		4,300.00	(4,300.00)
na	0.00		0.00		0.00
Equipment Repairs - Telephone Box	0.00		700.00		(700.00)
Equipment Repairs - Telephone Poles	0.00		300.00		(300.00)
Equipment Repairs - Miscellaneous	0.00		2,000.00		(2,000.00)
Equipment Repairs (Total)		0.00		3,000.00	(3,000.00)
Storage Unit - Roof Repairs	0.00		8,000.00		(8,000.00)
Storage Unit - Structural Repairs	0.00		500.00		(500.00)
Storage Unit - Painting & Staining	0.00		0.00		0.00
Storage Unit - Strata Owned Lots	0.00		0.00		0.00
Storage Units (Total)		0.00		8,500.00	(8,500.00)
Gate Repair Electronics	0.00		500.00		(500.00)
Gate Repair Hardware	157.64		1,000.00		(842.36)
Gate Repair Labour	1,136.03		500.00		636.03
Gate Repairs Other	0.00		0.00		0.00
Gate Repair (Total)		1,293.67		2,000.00	(706.33)
na		0.00		0.00	0.00
na		0.00		0.00	0.00
Maintenance Expenses (Total)		126,759.10		196,429.00	(69,669.90)

EXHIBIT A1-A4 [A4]

Other Expenses					
Repairs Gate Opening Equip't	0.00		0.00		0.00
Repairs Water System Equipt'	0.00		0.00		0.00
Repairs Camera/security Equip't	0.00		0.00		0.00
Repairs Telephone Equip't	0.00		0.00		0.00
Repairs Misc. Equip't	0.00		0.00		0.00
Unused	0.00		0.00		0.00
Equipment Repairs (Total)		0.00		0.00	0.00
Snow Removal	0.00		0.00		0.00
Sand	0.00		0.00		0.00
Salt	0.00		0.00		0.00
Trucking and Material	0.00		0.00		0.00
Mowing Ditches	0.00		0.00		0.00
Gatehouse Interior Refurbishment	0.00		0.00		0.00
Prior Years Surplus Applied	0.00		(9,529.00)		9,529.00
Maintenance Contract	0.00		0.00		0.00
Independent Asset Appraisal	0.00		0.00		0.00
Siren Activated Gate Opener	0.00		0.00		0.00
Easement Expense (Lot 13 & 14)	0.00		0.00		0.00
Irrigation of Septic Field	0.00		0.00		0.00
Transfer to Contingency Reservefund	20,000.00		20,000.00		0.00
Maintenance Contract		20,000.00		10,471.00	9,529.00
Total General & Admin. Expenses		20,000.00		10,471.00	9,529.00
TOTAL EXPENSE		233,974.26		362,123.00	(128,148.74)
NET INCOME		138,038.55		0.00	138,038.55

Generated On: 07/13/2018

EXHIBIT B1-B2 [B1]

Sheet1

JUNE 2018 Daily Reservoir Readings

Date	Time	depth	Temp.	Well#1	Well#2	Well#9	Well#13	Res.Flow	total
Meter				26275	48672	43069		140891	
1	630	10.6	11					141062	
2	720	10.6	11					141217	
3	635	10.8	14					141355	
4	800	10.3	11					141501	
5	840	10.4	11					141705	
6	835	10.5	11					141839	
7	705	10.6	11					141992	
8	730	10.6	11					142123	
9	820	10.2	11					142249	
10	730	10.7	11					142379	
11	8:25	10.6	11					142530	
12	8:25	10.4	11					142676	
13	630	10.8	11					142807	
14	705	10.7	11					142937	
15	730	10.7	11					143115	
16	750	10.6	11					143279	
17	800	10.2	12				6017	143458	
18	700	10.4	12				6077	143659	
19	710	10.3	12				6128	143868	
20	645	10.6	12				6162	144061	
21	630	10.6	12				6196	144258	
22	635	10.7	12				6235	144449	
23	810	10.7	12				6235	144634	
24	745	10.2	12				6262	144816	
25	820	10.3	12				6296	144963	
26	640	10.5	12				6301	145076	
27	615	10.5	12				6325	145230	
28	640	10.5	12				6353	145396	
29	635	10.6	12				6369	145547	
30	745	10.4	12				6369	145692	TOTAL cm
31									
Meter Readings				27711	50144	44743			4630
Total consumpton				1436	1472	1674			
comments									
Don Buchner									

TOTAL consumption this month was 4630cm or 1,018,600 Imp. Gal. Average daily consumption is 160 ~~Gal~~ cm daily or 35,200 Imp Gal.

We have had a few hiccups this month but I will explain in a separate e-mail addressed to Brian, etc. for the Strata.

Don Buchner
OPERATOR # 6464

EXHIBIT B1-B2 [B2]

Sheet1

JUNE	2018 Daily Residual Chlorine Readings						
Date	reservoir	SL 51	SL 27	Washrooms	SL 201	SL 177	SL 269
1	.2				.2		
2	.2			.2			
3	.2				.2		
4	.2			.2			
5	.2				.2		
6	.2			.2			
7	.2				.2		
8	.2			.2			
9	.2				.2		
10	.2			.2			
11	.2			.2			
12	.2			.2	.2		
13	.2				.2		
14	.2				.2		
15	.2			.2			
16	.2		.2				
17	.2				.2		
18	.2			.2			
19	.2				.2		
20	.2			.2			
21	.2				.2	.2	
22	.2			.2			
23	.2				.2		
24	.2			.2			
25	.2				.2		
26	.2		.2				
27	.2			.2			
28	.2			.2	.2		
29	.2				.2		
30	.2			.2			
31							

EXHIBIT C1 [c1]

URGENT NOTICE

July 17, 2018

Water Use Restriction Notice

All Users of LQRV Water System

Stage 2 Watering Restrictions are already in effect (Odd/Even days rule).

Due to unusually low water reserves considering it is still early in the season, Council has decided to proactively further restrict water usage to prevent issues in the fall.

Until further notice residents are being asked to restrict their lawn watering to:

07:00 to 09:00 a.m. or 07:00 to 09:00 p.m.

Please continue to use your house number and the odd/even calendar day to determine which days you may water.

EXHIBIT D1 [D1]

IF OWNERS WANT COUNCIL TO CONSIDER ANY ITEMS FOR DISCUSSION AT THE ANNUAL GENERAL MEETING, THEY MUST WRITE OR EMAIL COUNCIL PRIOR TO JULY 31ST 2018 FOR CONSIDERATION.

MAILING ADDRESS:

STRATA VIS4673 1773 COUNTRY ROAD, QUALICUM BEACH, BC V9K 2S3

**CAN ALSO BE HAND DELIEVERED TO THE GATEHOUSE MAILBOX IN THE VILLAGE*

EMAIL ADDRESS:

vis4673@gmail.com

****BID PACKAGES FOR ALL THE CONTRACT POSITIONS WILL BE POSTED IN THE LOCAL PAPER, ON THE WEBSITE AND AT THE MAILBOXES IN THE VILLAGE****

AGENDA OF A REGULAR MEETING

STRATA COUNCIL VIS4673

Monday, July 16th, 2018 [Start Time 6:30PM]

1621 Meadowood Way, Qualicum Beach, Little Qualicum River Village

1. Call to Order
2. Approval of Agenda
3. Approval of Previous Minutes from June 25th, 2018
4. Treasurer's Report
5. Old Business
   a.) Review Water System Timeline
   b.) Expenditures for Approval
   c.) Notice of Civil Claim Suit – Noel Stephen & Judith Munkholm
   d.) Civil Resolution Tribunals
   e.) Telus Update
   f.) 2017-2018 Task List
   g.) Annual General Meeting Date and Planning
6. Bylaw Enforcement
7. Reports
   a.) Design Review Committee
   b.) Common Property
   c.) Emergency Preparedness
   d.) Correspondence
8. Significant Events
   a.) Village Community Events
   b.) Corcan-Meadowood Residents Association Report
9. New Business
10. Next Meeting Date
11. Adjournment