



**MINUTES OF A REGULAR MEETING  
STRATA COUNCIL VIS4673**

**April 23<sup>rd</sup>, 2018 [Start Time 6:30 P.M.]  
1621 Meadowood Way, Qualicum Beach**

**Council:** Dana Mellway, Brian Gallagher, Harry Oppenlander, Carol Giesinger, Linda Guild, John Mainland, Tim Peligren, Elaine Peligren

**Absent:** Korina Richard

**1. Call to Order**

Brian Gallagher, President, called the meeting to order at 6:44 p.m.

**2. Approval of Agenda**

**Moved:** Tim  
**Second:** Linda

Move that Council accept the agenda as presented.

Carried

**3. Approval of Previous Minutes**

**Moved:** Dana  
**Second:** Tim

Move that Council approve and accept the minutes from March 5<sup>th</sup>, 2018 as presented.

Carried

**4. Treasurer's Report**

- a.) All reports filed on GH computer - Treasurers Reports (Council meeting April 23/2018).
- b.) 2nd installment strata fees due no later than April 30/2018.
- c.) Council will be addressing the snow expense deficit of approximately \$22,000 to develop offsetting cost savings where feasible.
- d.) Cheque register & income statements for February/March 2018 attached.  
[Exhibit A1 – A11]

**5. Old Business**

- a.) **Review Water System and Timeline Update**

Tim Peligren, from the Design Review Committee advised he has been communicating with Island Health and is making plans to connect well 15 to the reservoir.

**Water System Report:**

Attached [Exhibit B1 – B2] are the March 1st, 2018 to March 31st, 2018 Daily Reservoir Readings and Daily Residual Chlorine Readings as provided by our water system provider.

- b.) **Expenditures for Approval**

There were no expenditures for approval this month.

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

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

- d.) **Civil Resolution Tribunals**

Linda Guild advised the results of Civil Resolution Tribunal # 3214 have been received by Council and are posted on the website.

Dana Mellway indicated there was no relevant information or updates on Civil Resolution Tribunal # 3613.

- e.) **Telus Update**

Dana Mellway indicated the Telus Fibre Optics proposal has gone to the planning department. The current expectation is to have a result to us by mid to late July 2018. Council will keep you posted on the progress.

**f.) 2017 – 2018 Task List**

Council reviewed the task list.

**Moved:** Elaine

**Second:** Dana

Move that Council replace the fire ban signs in the village to correspond with the British Columbia Fire Safe Signs as per the attached [Exhibit C1 – C2].

**Carried**

Dana Mellway is working with the local post office to obtain their recommendation for the additional parcel postal boxes needed at the mailbox area.

Linda Guild and Elaine Peligren will be driving around the neighborhood during the long weekend in May checking for reflective house numbers on properties with homes built on them. Homes that do not have them will receive a letter from Council informing them of this requirement. These reflective house numbers are so important to the local fire department and emergency services.

**g.) Procedures**

Council is working on many different procedures for handling incoming and outgoing e-mails, correspondence, designing form letters, sending out minutes and correspondence to owners via email, redesigning the website to make it more user friendly and setting up some sub-committees to help with some of these processes.

**h.) Annual General Meeting Date and Planning**

Council has tentatively set up Saturday, November 17th as the meeting date for the Annual General Meeting. We are in contact with Antonio Gioventu, Executive Director of CHOA to invite him as our chair for this meeting and we expect to hear from him shortly. Details will be confirmed at the next Council Meeting.

**6. By-Law Enforcement**

Linda Guild is dealing with the owners of the strata lot that were responsible for the damaged gate and is sending them the bill for the repair work that was required to fix the gate.

**7. Reports**

**a.) Design Review Committee**

The Design Review Committee met earlier today and discussed a maintenance schedule for items like road cleaning, removing the piles of dust and gravel from the ditches, installing the speed bump, paving, etc.



**b.) Common Property**

Council discussed the sewerage system. Tim Peligren and Elaine Peligren excused themselves and left the room during these discussions.

The garbage area continues to be an ongoing concern for Council. The Strata will be paying for additional charges over and above the garbage contract bid to clean up the debris when garbage bags are left outside of the permitted time schedule as animals and birds tear these bags apart and garbage is strewn everywhere. Someone has to clean this mess up. There have been three occurrences in the last three months.

A sign will be erected at the garbage area saying something to the effect of: "This is your warning. Anyone identified illegally dumping will be fined immediately. Any second offense will be turned over to the RCMP."

**c.) Emergency Preparedness**

Carol Giesinger provided the attached [Exhibit D1 – D3] and advised of the following:

"When an Emergency Preparedness Volunteer visits your home to drop off information they will also be asking if you are interested in participating in the Evacuation Drill the evening of June 5th, 2018. We need to give the EMO (Emergency Measures Organization), the Dashwood Volunteer Fire Department as well as those providing food, a sense of the number of participants they can expect. In the event you have a fence and gate around your property, the volunteers will not enter. We ask that you please contact Annie Donald at 250-752-6728 so you can arrange delivery or to pick up the Emergency Preparedness Kit."

**d.) Correspondence**

Moved: Elaine  
Second: Dana

Move that Council approve letters and emails sent to Strata Lots 91, 128 and 282.

Carried

**8. Significant Events**

**a.) Village Community Events**

No reports provided for this meeting.

**b.) Corcan-Meadowood Residents Association Report**

Owners are encouraged to visit [www.meadowoodresidents.com](http://www.meadowoodresidents.com) to obtain the most recent Minutes and Exhibits from our community association.

**9. New Business**

**a.) Charges for Strata Documents Ordered**

Realtors, Lenders, Mortgage Brokers, Lawyers and Notaries order strata documents when sales take place in the Strata. Council is establishing standardized procedures and fees for ordering these documents. Elaine will report back to Council with details at the next meeting.

**10. Next Meeting Date**

The next Regular Council Meeting is scheduled for Tuesday, May 29th, 2018 at 6:30 p.m. located at 1621 Meadowood Way, Qualicum Beach, B.C.

**11. Adjournment**

Moved: Harry

Second: Tim

There was no further business and the meeting adjourned at 9:50 p.m.

Carried

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Brian Gallagher, President

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Date

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Elaine Peligren, Recording Secretary

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Date



## AGENDA OF A REGULAR MEETING

### STRATA COUNCIL VIS4673

**Monday, April 23<sup>rd</sup>, 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 March 5th, 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.) Procedures
  - h.) 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
  - a.) Charges for Strata Documents Ordered
10. Next Meeting Date
11. Adjournment

Strata Corporation VIS4673

Cheque Log for 10350 CCCU Chequing from 02/01/2018 to 02/28/2018

A1-A11

[A1]

Cheque No.	Payee	Amount	Cheque Date
016	Transport sand for snow from pit.	1,080.00	02-01-2018
017	Paving bridge area & Abbey in Oct/2017.	13,758.15	02-02-2018
018	Dig out culvert on Abbey Road.	480.00	02-09-2018
021	Level off crush on Warn Way, rebuild shoulder on Martini.	820.00	02-09-2018
024	January garbage & gate monitoring services.	4,043.32	02-09-2018
025	January water system contract.	3,681.09	02-09-2018
027	Hydro services.	974.13	02-13-2018
028	Paving Warn Way in Oct/2017.	10,080.00	02-15-2018

Generated On: 03/22/2018

Strata Corporation VIS4673  
Cheque Log for 10350 CCCU Chequing from 03/01/2018 to 03/31/2018

A1-A11

[A2]

Cheque No.	Payee	Amount	Cheque Date
020	Washroom cleaning	292.00	03-01-2018
022	Bookkeeping = \$3550 & office supplies = \$128.36	3,678.36	03-01-2018
029	Sand & brine material for snow & roads.	733.82	03-01-2018
030	Office support.	1,632.00	03-01-2018
034	Signs for garbage area.	718.97	03-01-2018
031	Snow removal & sanding labour.	7,129.50	03-08-2018
032	Water system contract & install shut off on Well #13.	3,758.48	03-08-2018
035	Install signs at garbage area.	278.25	03-09-2018
036	Garbage collection & gate monitoring.	3,753.30	03-12-2018
033	Gate repairs hardware & install labour (chargeback to owner).	2,478.07	03-18-2018
037	Renewal of financial software.	749.28	03-22-2018

Generated On: 04/01/2018



**Strata Corporation VIS4673**  
**Comparative Income Statement**

A1-A11

[A3]

	Actual 11/01/2017 to 03/22/2018	Budget 11/01/2017 to 10/31/2018	Difference
<b>REVENUE</b>			
<b>Strata Fund</b>			
Strata Fees	321,488.00	321,615.00	(127.00)
Strata Forms	893.50	0.00	893.50
Interest Revenue	129.57	0.00	129.57
Fines	4,100.00	0.00	4,100.00
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	0.00	0.00	0.00
Donations	0.00	0.00	0.00
Revenue - Fire Extinguishers	0.00	0.00	0.00
<b>Net Strata Fund</b>	<u>367,119.07</u>	<u>362,123.00</u>	4,996.07
<b>TOTAL REVENUE</b>	<u>367,119.07</u>	<u>362,123.00</u>	4,996.07
<b>EXPENSE</b>			
<b>Non Maintenance Expenses</b>			
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	5,331.21	22,159.00	(16,827.79)
Computer Hardware & Software	0.00	1,050.00	(1,050.00)
Hydro - Utilities	2,100.83	7,000.00	(4,899.17)
Garbage Collection	9,822.38	40,508.00	(30,685.62)
Garbage Area Expansion	0.00	0.00	0.00
Property Taxes - Lot 13 & 14	0.00	1,500.00	(1,500.00)
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	77.20	500.00	(422.80)
Minor Improvements	0.00	500.00	(500.00)
Security	1,500.00	0.00	1,500.00
Telephone	215.29	2,500.00	(2,284.71)
Gate Monitoring	2,625.00	10,700.00	(8,075.00)
Bookkeeper	3,550.00	21,300.00	(17,750.00)
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
<b>Non Maintenance Expenses</b>	<u>40,994.68</u>	<u>155,223.00</u>	(114,228.32)
<b>Maintenance Expenses</b>			
Snow Removal - Road Clearing	26,109.65	22,000.00	4,109.65
Snow Removal - Road Sanding/Salting	13,251.60	10,000.00	3,251.60
Snow Removal - Sand & Salt Material	6,569.64	1,200.00	5,369.64
Snow Removal - Sand & Salt Storage	189.00	800.00	(611.00)
Snow Removal - Storage Units Roofs	0.00	1,000.00	(1,000.00)
<b>Snow Removal (Total)</b>	<u>46,119.89</u>	<u>35,000.00</u>	11,119.89
Security Cameras - Camera R&M	0.00	500.00	(500.00)
Security Cameras - Replace Camera	0.00	0.00	0.00
Security Cameras - Computer R&M	0.00	0.00	0.00

A1-A11

[A4]

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 moving	91.00	5,000.00	(4,909.00)
Vegetation 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	5,129.88	16,000.00	(10,870.12)
Roads Maint. - Crush Aggregate	4,638.57	15,000.00	(10,361.43)
Roads Maint - Culvert & Ditch Clean	1,300.00	4,000.00	(2,700.00)
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	0.00	3,000.00	(3,000.00)
Roads Maint - Signs, cleaning,paint	0.00	2,000.00	(2,000.00)
Roads Maint - Emergency/Other	1,896.97	5,529.00	(3,632.03)
Roads Maintenance (Total)	17,315.02	70,529.00	(53,213.98)
Washroom Repairs - Cleaning Contrac	392.63	1,200.00	(807.37)
Washroom Repairs - Bldg Repairs	0.00	200.00	(200.00)
Washroom Repairs - Plumbing Repairs	0.00	200.00	(200.00)
Washroom Repairs (Total)	392.63	1,600.00	(1,207.37)
Water/Sewerage System - Contract	10,550.70	43,000.00	(32,449.30)
Water/Sewerage Sys - Water Testing	0.00	3,000.00	(3,000.00)
Water/Sewerage - Call-outs, Mileage	424.72	2,000.00	(1,575.28)
Water/Sewerage - Training	0.00	0.00	0.00
Water/Sewerage - Reservoir Cleaning	0.00	500.00	(500.00)
Water/Sewerage - Chlorination Suppl	0.00	500.00	(500.00)
Water/Sewerage - Monitoring	630.00	200.00	430.00
Water/Sewerage - R&M	1,771.19	500.00	1,271.19
Water/Sewerage - Sewerage Testing	548.63	200.00	348.63
Water/Sewerage System (Total)	13,925.24	49,900.00	(35,974.76)
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	0.00	1,000.00	(1,000.00)
Gate Repair Labour	437.50	500.00	(62.50)
Gate Repairs Other	0.00	0.00	0.00
Gate Repair (Total)	437.50	2,000.00	(1,562.50)
na	0.00	0.00	0.00
na	0.00	0.00	0.00
Maintenance Expenses (Total)	78,946.28	196,429.00	(117,482.72)

Other Expenses

A1-A11

[A5]

Repairs Gate Opening Equip't	0.00	0.00	0.00
Repairs Water System Equip't	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
<b>TOTAL EXPENSE</b>	<b>139,940.96</b>	<b>362,123.00</b>	<b>(222,182.04)</b>
<b>NET INCOME</b>	<b>227,178.11</b>	<b>0.00</b>	<b>227,178.11</b>

Generated On: 03/22/2018

**Strata Corporation VIS4673  
Comparative Income Statement**

A1-A11

[A6]

	Actual 11/01/2017 to 03/22/2018	Budget 11/01/2017 to 10/31/2018	Difference
<b>REVENUE</b>			
<b>Strata Fund</b>			
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Strata Forms	893.50	0.00	893.50
Interest Revenue	129.57	0.00	129.57
Fines	4,100.00	0.00	4,100.00
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	0.00	0.00	0.00
Donations	0.00	0.00	0.00
Revenue - Fire Extinguishers	0.00	0.00	0.00
<b>Net Strata Fund</b>	<u>367,119.07</u>	<u>362,123.00</u>	4,996.07
<b>TOTAL REVENUE</b>	<u>367,119.07</u>	<u>362,123.00</u>	4,996.07
<b>EXPENSE</b>			
<b>Non Maintenance Expenses</b>			
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)
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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
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Garbage Area Expansion	0.00	0.00	0.00
Property Taxes - Lot 13 & 14	0.00	1,500.00	(1,500.00)
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	77.20	500.00	(422.80)
Minor Improvements	0.00	500.00	(500.00)
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Telephone	215.29	2,500.00	(2,284.71)
Gate Monitoring	2,625.00	10,700.00	(8,075.00)
Bookkeeper	3,550.00	21,300.00	(17,750.00)
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
<b>Non Maintenance Expenses</b>	<u>40,994.68</u>	<u>155,223.00</u>	(114,228.32)
<b>Maintenance Expenses</b>			
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Snow Removal - Sand & Salt Storage	189.00	800.00	(611.00)
Snow Removal - Storage Units Roofs	0.00	1,000.00	(1,000.00)
<b>Snow Removal (Total)</b>	<u>46,119.89</u>	<u>35,000.00</u>	11,119.89
Security Cameras - Camera R&M	0.00	500.00	(500.00)
Security Cameras - Replace Camera	0.00	0.00	0.00
Security Cameras - Computer R&M	0.00	0.00	0.00



A1-A11

[A7]

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)
Vegetation 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	5,129.88	16,000.00	(10,870.12)
Roads Maint. - Crush Aggregate	4,638.57	15,000.00	(10,361.43)
Roads Maint - Culvert & Ditch Clean	1,300.00	4,000.00	(2,700.00)
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	0.00	3,000.00	(3,000.00)
Roads Maint - Signs, cleaning,paint	0.00	2,000.00	(2,000.00)
Roads Maint - Emergency/Other	1,896.97	5,529.00	(3,632.03)
Roads Maintenance (Total)	17,315.02	70,529.00	(53,213.98)
Washroom Repairs - Cleaning Contrac	392.63	1,200.00	(807.37)
Washroom Repairs - Bldg Repairs	0.00	200.00	(200.00)
Washroom Repairs - Plumbing Repairs	0.00	200.00	(200.00)
Washroom Repairs (Total)	392.63	1,600.00	(1,207.37)
Water/Sewerage System - Contract	10,550.70	43,000.00	(32,449.30)
Water/Sewerage Sys - Water Testing	0.00	3,000.00	(3,000.00)
Water/Sewerage - Call-outs, Mileage	424.72	2,000.00	(1,575.28)
Water/Sewerage - Training	0.00	0.00	0.00
Water/Sewerage - Reservoir Cleaning	0.00	500.00	(500.00)
Water/Sewerage - Chlorination Suppl	0.00	500.00	(500.00)
Water/Sewerage - Monitoring	630.00	200.00	430.00
Water/Sewerage - R&M	1,771.19	500.00	1,271.19
Water/Sewerage - Sewerage Testing	548.63	200.00	348.63
Water/Sewerage System (Total)	13,925.24	49,900.00	(35,974.76)
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	0.00	1,000.00	(1,000.00)
Gate Repair Labour	437.50	500.00	(62.50)
Gate Repairs Other	0.00	0.00	0.00
Gate Repair (Total)	437.50	2,000.00	(1,562.50)
na	0.00	0.00	0.00
na	0.00	0.00	0.00
Maintenance Expenses (Total)	78,946.28	196,429.00	(117,482.72)

Other Expenses



A1 - A11

[A8]

Repairs Gate Opening Equip't	0.00	0.00	0.00
Repairs Water System Equip't	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
<b>TOTAL EXPENSE</b>	<b>139,940.96</b>	<b>362,123.00</b>	<b>(222,182.04)</b>
<b>NET INCOME</b>	<b>227,178.11</b>	<b>0.00</b>	<b>227,178.11</b>

Generated On: 03/22/2018

**Strata Corporation VIS4673**  
**Comparative Income Statement**

A1-A11

[A9]

	Actual 11/01/2017 to 03/31/2018	Budget 11/01/2017 to 10/31/2018	Difference
<b>REVENUE</b>			
<b>Strata Fund</b>			
Strata Fees	321,488.00	321,615.00	(127.00)
Strata Forms	893.50	0.00	893.50
Interest Revenue	191.05	0.00	191.05
Fines	4,990.00	0.00	4,990.00
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	0.00	0.00	0.00
Donations	0.00	0.00	0.00
Revenue - Fire Extinguishers	0.00	0.00	0.00
<b>Net Strata Fund</b>	<b>368,070.55</b>	<b>362,123.00</b>	<b>5,947.55</b>
<b>TOTAL REVENUE</b>	<b>368,070.55</b>	<b>362,123.00</b>	<b>5,947.55</b>
<b>EXPENSE</b>			
<b>Non Maintenance Expenses</b>			
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	7,106.27	22,159.00	(15,052.73)
Computer Hardware & Software	749.28	1,050.00	(300.72)
Hydro - Utilities	2,100.83	7,000.00	(4,899.17)
Garbage Collection	12,110.38	40,508.00	(28,397.62)
Garbage Area Expansion	0.00	0.00	0.00
Property Taxes - Lot 13 & 14	0.00	1,500.00	(1,500.00)
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	87.45	500.00	(412.55)
Minor Improvements	0.00	500.00	(500.00)
Security	1,500.00	0.00	1,500.00
Telephone	288.21	2,500.00	(2,211.79)
Gate Monitoring	3,500.00	10,700.00	(7,200.00)
Bookkeeper	7,100.00	21,300.00	(14,200.00)
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
<b>Non Maintenance Expenses</b>	<b>50,315.19</b>	<b>155,223.00</b>	<b>(104,907.81)</b>
<b>Maintenance Expenses</b>			
Snow Removal - Road Clearing	31,089.15	22,000.00	9,089.15
Snow Removal - Road Sanding/Salting	15,401.60	10,000.00	5,401.60
Snow Removal - Sand & Salt Material	6,569.64	1,200.00	5,369.64
Snow Removal - Sand & Salt Storage	249.00	800.00	(551.00)
Snow Removal - Storage Units Roofs	0.00	1,000.00	(1,000.00)
<b>Snow Removal (Total)</b>	<b>53,309.39</b>	<b>35,000.00</b>	<b>18,309.39</b>
Security Cameras - Camera R&M	0.00	500.00	(500.00)
Security Cameras - Replace Camera	0.00	0.00	0.00
Security Cameras - Computer R&M	0.00	0.00	0.00

AI- All

[A10]

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)
Vegetation 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	5,129.88	16,000.00	(10,870.12)
Roads Maint. - Crush Aggregate	5,615.07	15,000.00	(9,384.93)
Roads Maint - Culvert & Ditch Clean	1,300.00	4,000.00	(2,700.00)
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	0.00	3,000.00	(3,000.00)
Roads Maint - Signs, cleaning,paint	0.00	2,000.00	(2,000.00)
Roads Maint - Emergency/Other	1,896.97	5,529.00	(3,632.03)
Roads Maintenance (Total)	18,291.52	70,529.00	(52,237.48)
Washroom Repairs - Cleaning Contrac	684.63	1,200.00	(515.37)
Washroom Repairs - Bldg Repairs	0.00	200.00	(200.00)
Washroom Repairs - Plumbing Repairs	0.00	200.00	(200.00)
Washroom Repairs (Total)	684.63	1,600.00	(915.37)
Water/Sewerage System - Contract	14,101.07	43,000.00	(28,898.93)
Water/Sewerage Sys - Water Testing	0.00	3,000.00	(3,000.00)
Water/Sewerage - Call-outs, Mileage	502.63	2,000.00	(1,497.37)
Water/Sewerage - Training	0.00	0.00	0.00
Water/Sewerage - Reservoir Cleaning	0.00	500.00	(500.00)
Water/Sewerage - Chlorination Suppl	0.00	500.00	(500.00)
Water/Sewerage - Monitoring	630.00	200.00	430.00
Water/Sewerage - R&M	1,901.39	500.00	1,401.39
Water/Sewerage - Sewerage Testing	548.63	200.00	348.63
Water/Sewerage System (Total)	17,683.72	49,900.00	(32,216.28)
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	0.00	1,000.00	(1,000.00)
Gate Repair Labour	612.50	500.00	112.50
Gate Repairs Other	0.00	0.00	0.00
Gate Repair (Total)	612.50	2,000.00	(1,387.50)
na	0.00	0.00	0.00
na	0.00	0.00	0.00
Maintenance Expenses (Total)	91,337.76	196,429.00	(105,091.24)

Other Expenses

AI - AII

[AII]

Signage	997.22	0.00	997.22
Repairs Gate Opening Equip't	0.00	0.00	0.00
Repairs Water System Equip't	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	20,997.22	10,471.00	10,526.22
<b>TOTAL EXPENSE</b>	<u>162,650.17</u>	<u>362,123.00</u>	(199,472.83)
<b>NET INCOME</b>	<u>205,420.38</u>	<u>0.00</u>	205,420.38

Generated On: 04/01/2018



B1-B2

[B1]

Sheet1

## MARCH 2 2018 Daily Reservoir Readings

Date	Time	depth	Temp.	Well#1	Well#2	Well#9	Well#13	Res.Flow	total
Meter				20854	45015	411212		129543	
1	815	10.8	8					129634	
2	745	10.9	8					129724	
3	800	10.8	8					129809	
4	745	10.8	8					129901	
5	815	10.7	8					130007	
6	755	10.8	8					130109	
7	810	10.7	8					130209	
8	730	10.8	8					130301	
9	805	10.8	8					130399	
10	735	10.9	8					130504	
11	815	10.9	8					130604	
12	810	10.8	8					130710	
13	700	10.9	8					130808	
14	1015	10.7	8					130921	
15	820	10.7	8					131021	
16	830	10.8	8					131123	
17	805	10.8	8					131219	
18	750	10.9	8					131319	
19	745	10.8	8					131420	
20	820	10.8	8					131519	
21	740	10.8	8					131611	
22	735	10.8	8					131706	
23	740	10.9	8					131800	
24	740	10.9	8					131899	
25	740	10.9	8					131996	
26	830	10.8	8					132098	
27	835	10.8	8					132196	
28	810	10.8	8					132287	
29	755	10.9	8					132352	
30	845	10.7	8					132474	
31	745	10.9	8					132578	
Meter Readings				2265	146008	41232			
Total consumption				1797	993	20			2810
comments									
Don Buchner									

- TOTAL Usage MARCH 2018 = 2810<sup>cm</sup> or 618,200 Imp. GAL.
- Average Daily Usage = 93.6<sup>cm</sup> or 20,600 Imp. Gal. Daily.
- SHORT OF A couple Leaks popping up out of Service Lines on Spirit Way this month, all is going well.
- All water tests have come back clean.

Don Buchner  
OPERATOR # 6464



B1-B2

[B2]

Sheet1

march 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			
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			
22	.2					.2	
23	.2			.2			
24	.2				.2		
25	.2			.2	.2		
26	.2				.2		
27	.2			.2			
28	.2				.2		
29	.2					.2	
30	.2			.2	.2		
31	.2						

# CAMPFIRE BAN



**NO FIRES  
OF  
ANY KIND**

**NO OPEN BURNING**

**CAMPFIRES OKAY**

**(Less than 0.5m across)**





## **NEIGHBOURHOOD EMERGENCY** **PREPAREDNESS PROGRAM**

***VOLUNTEER LEADERS & ASSISTANTS WILL BE VISITING ALL HOMES IN THE LITTLE QUALICUM RIVER VILLAGE TO REFRESH/UPDATE OUR EMERGENCY PREPAREDNESS PLAN AND PROVIDE ADDITIONAL INFORMATION TO ALL RESIDENTS ABOUT THE PROGRAM.***

***THE GOAL IS TO REVITALIZE EMERGENCY PREPARATION PLANS AND UPDATE OUR COHESIVE COMMUNICATION SYSTEM, WITHIN SMALLER AREAS or NEIGHBOURHOOD SECTIONS OF THE VILLAGE, (Referred to as PODs). THIS STRATEGY WILL ALLOW US TO BEST COPE WITH EMERGENCIES OR EVENTS plus COMMUNICATE ANY LOCAL SEVERE WEATHER WARNINGS OR IMPORTANT ALERTS.***

**For any queries on this citizen's initiative &/or if you wish to VOLUNTEER to help with this important initiative:-**

**Please contact: Annie Donald @ (250)752-6728**

***Thank you!***

***Working Together for Everyone's Safety***

***04/18***



## EARTHQUAKE - EMERGENCY PREPAREDNESS



# ARE YOU READY??

### CHECK OUT:

Monster Quake – Are We Next?

.. <https://www.knowledge.ca/program/monster-quake-are-we-next>

Available until MAY 9<sup>th</sup>, 2018 on the Knowledge Network on your computer.

Monster Quake – Will We Survive?

.. <https://www.knowledge.ca/program/monster-quake-will-we-survive>

Available until MAY 16<sup>th</sup>, 2018 on Knowledge Network on your computer.



## **IMPORTANT ALERT!**

### **VOLUNTEERS NEEDED**

To assist with POD Leader duties in YOUR Village sector for the Emergency Preparedness Program.

Help required to deliver Emergency information packages to newer Residents.

**CONTACT Annie Donald – (250) 752-6728**

\* \* \* \* \*

### **SAVE THE DATE!**

**Tuesday, JUNE 5<sup>th</sup>, 2018**

## **EMERGENCY EVACUATION DRILL**

***LQRV EVACUATION EXERCISE to Evacuate Residents***

***To Reception Area at Meadowood Community Park***

**Simulation Drill assisted by E.S.S., R.D.N. & D.V.F.D.**

**MORE DETAILS TO FOLLOW      *BE PREPARED!!***

***Working Together for Everyone's Safety***