

	<p>Operating Bank Balance: \$56,017.34 Contingency Reserve Fund: \$154,725.72 (\$69,271.72 plus loan for insurance payment) Income Statement: \$427.75 Under budget at this time. Accounts Receivable: \$981.03 (Three units in arrears) <u>Discussion:</u></p> <p>MOTION: To approve the financial statement reports for the joint section for the period ending May 31st, 2016. Moved/Seconded: Harry Felsing/Kate Britton</p>	Carried	
16.06.07-06	<p>Reports: Grounds Committee: See Report Attached Questions arising from report – During recent walk arounds through the community there are some areas that appear to need attention; a walk around will be completed with the landscape committee and the landscapers in the near future to discuss these areas and have them corrected.</p> <ul style="list-style-type: none"> - 200 Block Project Report: This relates to the ponds between the 200 block building and the road. Currently the landscape committee has received two price estimates to have the ponds converted to landscaped beds. This would include the removal of some of the rock, adding bedding soil, plants and trees, top dressing and irrigation. Council discussed the prices put forward by the landscape committee and put forward the following motion. <p>MOTION: To authorize The Kerr Group to issue a work order to The Sharp Design to move forward with the work as quote to change the 200 block ponds (3) into landscaped beds; max cost to be 10% over original estimate. Moved/Seconded: Seann Haver/Len Aylward</p> <p>Building Committee Report: No written report issued at this time. Discussion; The Strata Council would like to move forward with planning the capital asset repair/replacement schedule for the Corporation, the depreciation report will assist with this once received later this month. At this time Council has requested The Kerr Group obtain a few building painting quotes as well as bring a few contractors to site to evaluate what the building envelope of some buildings may require. This pricing will then be used to develop the proposed operating budget and CRF authorizations for next year.</p> <p>PSRC Report: No report at this time; as this item is in the hands of the receiver this item will be removed from the agenda moving forward.</p> <p><u>Work Orders:</u> WO#16-0024 – Jake’s Roofing – 600Blk Roof Replacement – Complete WO#K-1115 – TKGm&r –Pet Signs – Complete WO#16-0087 – Jake’s Roofing – Unit 730A Torch On – Complete WO#16-0089 – VI Pest Control – Ants – Complete WO#16-0093 – Caledonia – Fire Hydrant Testing – Complete WO#16-0102 – Oceanside Electric – Waterfall Light – Complete WO#16-0124 – Caledonia – Deficiencies – Complete WO#16-0131 – VI Pest Control – Ants 323/322 Breezeway – Complete WO#16-0133 – Paradise Signs – Pet Restriction Signs – Complete WO#16-1066 – Jake’s Roofing – Detached Gutter - Complete</p>	Carried	TKG-TK TKG-TK TKG-SW
16.06.07-07 15.12.01-8.2	<p>Old Business Sewage Lift Station – The sewage lift station replacement near the 500 block is ongoing; currently the underground work has been completed which included the complete replacement of all power supply lines, effluent lines (in and out), water lines and casings. The system will not be brought online until the 600 block work has been completed and this will not be done until the Fall to not disrupt the summer guests to the community.</p>	Open	
15.12.01-8.4	<p>Kayak/Bylaw Issue – Dave Aylard and Harry Felsing – The bylaw wording revision has not been completed at this time; the kayak rental business has been moved into the commercial building.</p> <p>Pet Concerns and Signs – The signs have been installed through the Corporation; this item is</p>	Open Closed	COUNCIL



15.12.01-8.6	complete.		
15.12.01-8.9	Depreciation Report – Pacific Rim has completed two of the three required site visits and should have the report completed by the end of June. once this report has been received in it's draft form it will be issued to Council for review and any suggested changes prior to being issued to all owners.	Open	
16.03.14-8.1	700 Block Hot Water Tanks – The three topics 700 Block Hot Water Tanks, Cleaning and Maintenance of 7 BBQ's and Unfair Elevator Cost for Whole Owners will all be discussed under this item as they all relate to each other. During the last Council meeting it was asked of Management to determine if there was a method within the Strata Property Act that would allow for the division of expenses which would not follow unit entitlement. Unfortunately, this is not available to the Corporation in the manner requested by the Whole Owners; community living within a Corporation having different building schemes results in cost sharing between all Strata Lots regardless if a direct benefit is realized or not. The hot water tanks and elevator expenses will continue to be borne by all residential strata lots. The BBQ cleaning cost could be removed from strata fees if the community groups/associations volunteer to cover the costs; this was not accepted during the meeting.	Closed	
16.03.14-8.2	Cleaning and Maintenance of 7 BBQ's – See item 16.03.14-8.1	Closed	
16.03.14-8.3	Unfair Elevator Cost for Whole Owners – See item 16.03.14-8.1	Closed	
16.03.14-8.4	200 Block Parkade Lights – The lights have been inspected to see if they could be turned off during day time hours; after the inspection it was concluded the parking structure becomes very dark even during the day so they will be left on. Re-wiring the structure was discussed to have half the lights on but the cost was prohibitive.	Closed	
16.03.14-8.5	Commercial Center Use of Common Property – The new rule was discussed, at this time the restaurant has advised the Corporation of 4 events, those being July 9 th , July 23 rd , Aug 6 th and Sept 24 th . As of these minutes the restaurant has submitted their form request for the July 9 th event and their cheque for the usage. This will be monitored over the summer months and possible revisions made at a later date. Council will discuss the user fee at the next meeting.	Open	COUNCIL
16.03.14-8.5	Caledonia Deficiencies – All work required to be completed has been done.	Closed	
16.03.14-8.6	600 Block Roofs – The work order issued to Jake's Roofing has been completed and Council is happy with the work.	Closed	
16.03.14-8.7	Vending Machines – The agreement was signed after the last Strata Council meeting and the vending machine was moved outside of unit 717. As the commercial center is back open there may be a request to have the vending machine moved, however, no request has been received at this time.	Closed	
16.03.14-8.9	Bat Home Installation – There have been two bat homes installed in the community at no invoiced cost to the Corporation, the Corporation did donate \$200. Since the bat houses have been installed there have been no reports received of any bat issues on decks.	Closed	
16.03.14-8.11	500 Block Flood – The insurance claim in the 500 block is nearing completion; all units are slated to be fully complete by the end of June.	Closed	
16.03.14-8.13	Work Shed – Access to the work shed has been provided by the receiver's representative.	Closed	
16.03.14-8.14	Ants – The work order was issued to VI Pest Control and has been completed; there have been no further reports of ants through the community other than directly following the bark mulch spreading, it is believed some ants came from the new bark mulch. There has been some localized ant powder spread to deal with this issue.	Closed	
16.06.07-8	New Business:		
16.06.07-8.1	Footprint – Rate Increase – Footprint security has issued a notice to the Corporation that there will be a cost of living increase of 3% added to their invoices. A discussion was had regarding whether the security was still required or not. Council made the decision to continue for at least	Closed	



	the rest of the summer months.		
16.06.07-8.2	Waterfall Quote – Strata Council requested a price to have the water feature at the back of the 300 block which goes down the embankment to the path along the ocean put into operation. A price was received from TKGm&r which was for a new pump, breaker panel, plumbing and labour. This quote was reviewed by Council and the following motion put forward. MOTION: To authorize The Kerr Group to issue a work order to TKGm&r to have the water feature at the back of the 300 block brought into operation as per the quote received. Moved/Seconded: Seann Haver/Kate Britton	Open Carried	TKG-SW
16.06.07-8.3	Responsibility of Repairs In Residential and Commercial Sections – The topic of repairs in various sections was discussed, more specifically when there is damage which has resulted from items found between strata lots. Any damage which has occurred within a section which has not resulted in an insurance claim, regardless if it is within a strata lot or not, will be the responsibility of the section to cover all costs not the Strata Corporation.	Closed	
16.06.07-8.4	200 Block Sewage Backup – The operators of the 200 block have notified the Strata Corporation that the building is experiencing issues with the sewage system. There have been reports of back-ups into units; the first reports resulted in cleaning of the lines from the building to the sewage lift station. During this work the cleaning company discovered fabric rags in the lines which, at the time, was estimated to cause the blockage. Another issue has recently been reported so a work order has been issued to have the entire buildings plumbing system augured from the roof out to the lift station. All owners, residents, guests and staff are reminded that ONLY compostable material or organic material should be put into the sewage system; blockages and pump failures will occur if diapers, condoms, rags, cleaning wipes and other like materials are placed into the system which can cause serious damage to the system and potentially to units.	Open	
16.06.07-8.5	Bottle Pick Up Information – Parksville Bottle Depot was contacted to see if they would be willing to pick up the bottles onsite, they stated yes however all bottles would have to be sorted into many different tottes. At this time the Corporation has donated a considerable amount of bottles; through donations and volunteers the bottles are being removed from site.	Closed	
16.06.07-8.5	Restaurant’s Booked Events – This was detailed in item 16.03.14-8.5 above.	Closed	
16.06.07-8.6	Emergency Procedures – Should any Strata Lot owner or organization in the community experience an emergency related to the assets of the Corporation you should contact The Kerr Group’s emergency number so contractors can be brought to site to deal with the issue. Please note The Kerr Group are not emergency responders, therefore any personal emergency should be directed to 911. Any bylaw infraction (noise disruption) must be documented in writing therefore the emergency number should not be used; and The Kerr Group is bound by the contracts requested to come to site so there will be time lag between placing the call and having contractors to site.	Closed	
16.06.07-8.7	Request from 417 – Unit 417 has requested the removal of a few trees that have now become far to large for their location which is resulting in making the unit very dark. There is also temporary lines from the gutter system that are at this unit which the unit owner is requesting be placed under ground. As this is not an easy task it will have to be reviewed and priced at a later date. The two trees have been approved for removal by the Strata Council and Kate Britton will notify the contractor.	Open	Council
16.06.07-8.8	Storm Drain Maintenance – It has become clear over the last few heavy rain falls that the storm systems are not functioning to full capacity. It has also been discovered that the storm drains do not lead out to any drainage location rather into rock pits through the community. It is believed those rock pits have become saturated with silt and sand causing them to be much less effective. A comprehensive evaluation of the community will have to be completed to determine the next steps to rectify the issues long term; this may require the installation of French drains through the community.	Open	TKG-TK/KC
16.06.07-8.9	Flooding at 510 -511- Source – The source of the water damage to unit 510 and 511 was the heavy rains and the inability of the storm system to carry the water away from the buildings.	Open	TKG-KC



16.06.07-8.10	<p>Further investigation is ongoing with the catch basins near units 418 and 511 are ongoing to verify they are not connected in any way to the storm lines around the foundations of the buildings.</p> <p>The Future of the Strata – The Strata Council opened discussion with all parties found within the Corporation, this included PSOE, Transtide, Whole Owners, VI and Abakhan & Associates (No rep present for Abakhan at this meeting) to develop some form of road map for the corporation moving into the future. As this was just a starting point with some great round tabling this topic will be continued at future Council meetings. The reason it was completed at a Strata Council meeting as this is the only forum in which all parties are included.</p>	Open	
16.06.07-8.11	<p>GST – One of the members of Council wanted to discuss GST and if unit owners could claim GST on Strata Fees; as Strata Fees do not include a GST payment there is no GST deduction to remit. It is true that part of the Strata Fee payments paid pay invoices that have GST included, however the Strata Fee that is being paid does not, therefore there is no GST to be reimbursed.</p>	Closed	
16.06.07-9	<p>Correspondence & Announcements: There is no correspondence at this time.</p>		
16.06.07-10	<p>Next Meeting and Adjournment: The next meeting is scheduled for September 12 at 9:00am, unless otherwise detailed, and will be held at the Commercial Center. The meeting was terminated by Dave Aylard at 12:40.</p>		
16.06.07-11	<p>Attachments: Financial Statements Committee Reports - Landscape Report</p>		





Pacific Shores – Strata Council Meeting June 7, 2016

Financial Analysis

Joint – Strata Corporation (As of May 31, 2016)

Operating Bank Balance:	\$56,017.34
Contingency Reserve Fund:	\$69,271.72
Levy Account Balance:	\$273,647.4345
Under/Over Budget:	\$427.75 Under Budget

Accounts Receivable: \$981.03 (as of May 31, 2016)

Unit 418 – PSMIC	\$2,920.60 – Three months
Unit 513 – Morgan	\$0.30
PSRC	\$5,906.30 - 1 months
PSFRA	\$ 20.00 – Over 90 days
PSOE	\$-7,415.97
PSRS 2012 – PSFRA Portion	\$-735.11 – Over 90 days
Transtide Investments Partnership	\$296.81
Vacation Internationale	\$-11.90

Residential Section (As of May 31, 2016)

Opening Bank Balance:	\$94,569.87
Contingency Reserve Fund:	\$169,659.18
Levy Account Balance:	\$393.22
CRF Authorization:	\$18,237.81, \$16762.19 has been spent to date.
Under/Over Budget:	\$18,787.72 Under Budget



Grounds committee report

From : haver.s <haver.s@telus.net>

Sun, Jun 05, 2016 11:52 AM

Subject : Grounds committee report**To :** haver s <haver.s@telus.net>, Kate Britton
<katenalan@hotmail.com>

There have been a number of projects for grounds completed in the last few months.

- We have removed and pruned approximately 15 trees at a cost of \$6700 using VI Tree services.
- The grounds by the lift stations have been seeded and grass is now growing.
- A small garden has been rebuilt and new soil has been added. This work was done by some whole owners.
- Extra soil approx. 2 yards was ordered to replenish the fruit gardens by the 600 block. This work will al be completed by a group of whole owners.
- Plants are now being planted in front of the 200 block.
- Last but not least we had a successful mulch party on June 4th installing mulch around the 200-300 and 400 blocks a total of 45 yards of mulch.

Thank,you to everyone who came out as a worker. A special thanks to my wife Cheryl who made a wonderful chili lunch.

Also thank you to Dan Klasson for the use of his loader, it made loading the wheel barrows so much easier.

Seann Haver
